

# Broadband Steering Group

Minutes of the Meeting held on the 31<sup>st</sup> July 2014 @ 7:00 p.m. Fernaig House

## 1 Present and Apologies

**Present:** Phil Game, Joe Grimson, Geoff Harrington, Mary MacBeth

**Apologies:** Hamish Howat Hurst, Neil MacRae

## 2 Approve and adopt previous minutes

Proposed by Mary, seconded by Joe

Copies of previous minutes are on our website at:-

<http://www.stromeferry-and-achmore.co.uk/index.asp?pageid=433827>

Email [Broadband@fernaig.fsnet.co.uk](mailto:Broadband@fernaig.fsnet.co.uk) if you would like to be put on the circulation list or you have any questions.

## 3 Chairman's report

### 3.1 CBS

We have heard nothing from Sandra, Phil will chase.

**Action: Phil**

### 3.2 Subscribers

The total number of subscribers remains unchanged at 47.

### 3.3 BBC Alba

No change this month.

### 3.4 Update

Phil finally sent out loan receipts and he apologised for the delays.

### 3.5 Terms of Reference

Deferred

## 4 Secretary's report

### 4.1 Insurance

Mary is to contact Dawn to organise a cheque from the CC for a loan to cover the insurance.

**Action: Mary**

### 4.2 HC Grant

Mary, Geoff & Phil completed the form and once a couple of items are clarified it will be ready to submit. Mary has spoken to Robbie Bain at the HC who has warned that the HC has received many requests for funding from Broadband groups. The HC has taken the view that some applications should go to BT/HIE/CBS rather than the HC. However he does think we should still submit our application. In the light of this news we will look at alternate sources of funds.

**Action: Mary**

### 4.3 Risk register

No change this month.

**Action: Mary**

### 4.4 Terms of Reference

Deferred

## 5 Finance Director's Report

As Hamish wasn't able to attend the following figures were taken from the last finance spreadsheets produced by Hamish and amended by Phil.

Opening balance	£-1,114.72
Income and loans this period	£ 0.00
Expenditure / accruals this period	£ 45.62
Closing balance	£-1,160.34

We will pay the CC £40.29 interest due on the loan taken out last year; Mary has a cheque to pass on to Dawn.

**Action: Mary**

## 6 Internal auditor's report

Phil sent Geoff a list of loans but these didn't arrive, so Phil will resend Geoff a list of loans received.

**Action: Phil, Geoff**

## 7 Customer Relations

### 7.1 Customer Contracts

Assuming the solicitor is happy with all the documents submitted (See 8.1.3) we can start work reviewing and finalising documents

**Action: Mary**

### 7.2 Installation of domestic equipment

We will draw up a list giving the sequence of installations for those participating in the volume trial and decide how we will actually handle the installations. I.e. who will do what. Joe will talk to those participating in the volume trial and confirm the location of their equipment prior to its installation.

**Action: Joe**

### 7.3 Volume trial

Mary & Phil made the joint in the power cable on Creag Mhaol; all relays have now been wired for mains power. Phil has configured enough equipment to install equipment at Phil's, Joe's and Neil's with supporting installations on Creag Mhaol. Nanobridges are yet to be configured.

**Action: Phil**

Phil is to talk to Eric Morrison to see if we can reinstate the temporary power supply from his garage. See 8.4 for the latest status of the Hydro Supply.

**Action: Phil**

Phil is to organise a date to install equipment at the school.

**Action: Phil**

The outstanding items required to enable us to start the volume trial are:-

- Install kit at director's houses

- Install a temporary mains power supply to the relays on Creag Mhaol

- Install Ubiquiti kit on the hill masts and test links to the directors' houses

- Install at other volume trial houses

- Install equipment at the school

**Action: All**

### 7.4 Terms of Reference

Deferred

## 8 General topics

### 8.1 Documentation

All documents have now been delivered to the solicitors, Phil to check with the solicitors that they are sufficient.

**Action: Phil**

#### 8.1.1 Customer contract

This will be updated with insurance details and passed to the solicitor to be checked. There is one minor issue to resolve.

**Action: Mary, Phil**

#### 8.1.2 Mast lease

This will be updated with insurance details and passed to the solicitor to be checked.

**Action: Mary**

#### 8.1.3 Hosting Agreement

This will be updated and passed to the solicitor to be checked.

**Action: Mary**

### 8.2 Relays

#### 8.2.1 Creag Mhaol

The scaffold is now complete; Phil has configured and tested Nanostation access points and MikroTik routers at sea level. There are still a few issues to resolve with the MikroTik routers. However only one issue is preventing the installation of the equipment, the rest can be resolved once the equipment has been installed. Phil will configure the Nanobridges and the equipment will then be ready to install on Creag Mhaol.

**Action: Phil, Joe, Mary**

### 8.2.2 Plockton

We will organise a date to install equipment during the school's summer break, the autumn term starts on the 19<sup>th</sup> August.

**Action: Phil, Joe, Geoff, Mary**

### 8.2.3 Lochcarron

No progress this month.

**Action: Neil & Phil**

## 8.3 Testing

### 8.3.1 Outstanding issues

All outstanding issues for the AirRouters have been resolved and a "standard" configuration has been defined.

**Completed**

All outstanding issues for the CPE (subscriber's) Nanostations are resolved and a "standard" configuration finalised.

**Completed**

All outstanding issues for the AP (access point) Nanostations are resolved and a "standard" configuration finalised.

**Completed**

The final configuration for the bridged point to point Nanostations / NanoBeams is yet to be defined. The final configuration of the MikroTik routers has yet to be completed. There is one issue to resolve before we install the equipment.

**Action: Phil**

28 out of the 32 power cables sent by LinITX have the wrong socket. Replacements for 27 have now been received, one yet to be received.

### 8.3.2 Management & accounting capabilities

Phil has started work on the set up and testing of the accounting facilities within the MikroTik routers.

**Action: Phil**

### 8.3.3 Test to Joe's at Braeintr

Joe to finalise the location of his equipment and cable runs so we can install the equipment.

**Action: Joe, Phil**

### 8.3.4 Test to the Glen

### 8.3.5 Check all parameters

More work is required to finalise the configuration of the bridged connections and the MikroTik routers.

**Action: Phil**

### 8.3.6 More testing with routers

Good progress has been made this month but there are still a couple of issues outstanding.

**Action: Phil**

## 8.4 Restoring power to the old TV repeater

### 8.4.1 Hydro power supply

Neil organised a site visit by the Hydro and we have now located the mains cable and agreed a suitable location for our power supply. Mary has completed and submitted the forms to order the new supply; we have received a quote for £423.58 for the installation Mary will organise acceptance of the quote and payment.

**Action: Mary**

Neil will organise BT to visit and locate their cable before we start any excavations.

**Action: Neil**

To use the new power supply we will have to reroute the cable from the west and south of Jim Coomber's to the north and east. Phil to check how much additional cable will be required, if any. We will ascertain what protection will be required for the cable from animals / rock falls etc?

**Action: Phil**

We understand it will take about five weeks before the new supply is connected.

### 8.4.2 Removal of old cable

This cannot be done until we have a replacement mains supply.

**Action: Phil**

### 8.4.3 Protection of cable on the hill

Phil has agreed with Fay that we will fence the relays on the hill but leave the cables to bury themselves.

**Action: Phil**

#### 8.4.4 Backup Generator

No progress this month.

### 8.5 ISPs

#### 8.5.1 Community backhaul, West Coast Backbone (WCB)

It appears that this is almost certain to go ahead with funding via a government research grant, however as timescales are still rather vague we will proceed with our bonded ADSL service. It is hoped we will be awarded a grant from the Highland Council to allow a volume trial of exchange capacity. the grant will allow us to implement the whole system even if the local exchanges fall short of the advertised capacity.

**Action: All**

#### 8.5.2 ADSL Broadband installation at Plockton High School

Mary will call our preferred supplier to finalise details; lead times, procedure to order BT lines etc.

**Action: Mary**

### 8.6 Implementation

#### 8.6.1 Phase 1

##### 8.6.1.1 Equipment

We are still purchasing some small items to prepare for the volume trial / Hydro installation.

**Action: Phil**

##### 8.6.1.2 Network plan

Phil circulated a completed plan see 9.1.

**Completed**

### 8.7 Company Logo

No progress this month.

**Action: All**

## 9 Director's training session

### 9.1 I.P. address network map

We went through the principles behind the diagrams and spreadsheets, Phil pointed out that there would be some minor changes (corrections) to the details once all the equipment had been configured. However the basic format would not change and all directors will need to be familiar with the content and how to use it to help with problem resolution.

### 9.2 Configuring Ubiquiti Equipment

This will be done "on site" as part of the installations.

## 10 AOB

### 10.1 Vodaphone

Mags McFadden has forwarded details of an initiative by Vodaphone to install mobile and 3G access using small low power transceivers. Although we think this is a good idea and worth pursuing the timing overlaps with the broadband project as applications have to be completed by the middle of October. This will conflict with our roll-out and will therefore detract from the broadband project. It was decided we should pass this on the CC to pursue.

**Action: Phil**

### 10.2 AGM

CMNet will be one year old on the 14<sup>th</sup> August so we have started to think about our AGM & end of year accounts.

Ideally we will make our end of year the end of September. Mary will check the details with Companies House.

**Action: Mary**

## 11 Items to add to the agenda of the next meeting

None

## 12 Next meeting

Date of next meeting Thursday, 4<sup>th</sup> September 7:00 at Fernaig House.

The meeting closed at 9:15.