



MINUTES OF THE MEETING OF THE STRATHERRICK AND FOYERS COMMUNITY TRUST HELD VIA ZOOM AT 6.30 pm ON WEDNESDAY 7 OCTOBER 2020

Present Frank Ellam (FE), Russell Bain (RB), Jillian Barclay (JB), Kirsty Balfour (KB), Lorraine Lewis (LL), Garry Page (GP), Gareth Jones (GJ), Chris Finlay (CF)

Apologies Zoe Iliffe (ZI), Peter J Faye (PJF)

Chair Kirsty Balfour (KB)

In Attendance Laura Walker-Knowles (LWK)

Declarations of interest: Chris Finlay declared an interest in student grant application.

1. INTRODUCTION

The Chair welcomed everyone to the meeting.

2. MINUTES 2 SEPTEMBER 2020

Lorraine Lewis **PROPOSED** and Russell Bain **SECONDED** and the Minutes of Meeting held on 2 September 2020 were **AGREED** as a correct record without any further amendment and **APPROVED** and signed by the Chair.

Matters Arising
Hallmaster Booking System

This matter was carried forward to next meeting. The Board noted the lack of urgency due to current government guide-lines and social distancing rules.

Membership Register

The Directors reviewed the register and forwarded amendments to LWK.

BCC Donation

The Board noted the letter had been drafted and sent to SSE and a response was awaited.

Financial Director Job Description

The Board noted a draft description had been written and would accompany an article in the next edition of the Trust news.

Inverfarigaig Residents Group Clarification

The Board noted the Inverfarigaig Residents Group is the same as the constituted group Inverfarigaig Residents Association.

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AGM Group

See later agenda item.

Laptop Support

The Board noted that details had been passed to ZI.

Draft marquee report

See later agenda item.

Errogie Church

The Board noted a letter had been sent out to the membership.

3. CHAIR'S REPORT

The Board noted the points raised by PJF as Chair in absentia.

4. FINANCE REPORT

The Board noted the circulated report. The Board discussed a possible replacement for FE. The Board discussed a bookkeeper and the advantages of retaining FE's services. The Board proposed a separate discussion on the subject. FE would be happy to stay on as bookkeeper should the Trust want that. The Board discussed the roles of bookkeeper and Finance Director.

Action: Upload bookkeeper job description to secure side of the website – LWK

Action: Log on to Trust online banking – RB

Action: Arrange separate Director meeting to discussion finance positions - Board

5. COVID-19 GROUP UPDATE

GJ updated the Board. The Board noted food box deliveries finished at the end of September. The Brolly Group are now on 'hold' as it waits to see how moving out of the current furlough scheme, and other government restrictions, may impact on the community. It is ready to become 'active' and respond as the situation changes.

A total of £35,338 had been spent on Covid-19 support, the highest spend was on financial support in the sum of £19,190 and £9,635 on food boxes.

FE updated the Board about a recent meeting with Greencoat funders and the recent financial support grants.

The Board noted thank you gifts had been given to the Community Transport Team drivers who have been delivering the food boxes over the last few months.

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The Board discussed the status of the Wildside Centre as a public space in its capacity as a member only space. The Board discussed having a Covid-19 Officer and safe spaces.

Action: Agenda item next meeting – Wildside Safe Spaces/Covid Officer - LWK

6. GRANT APPLICATIONS

Chris Finlay left the meeting for the next item.

Student Grant Application

a) Chris Finlay (b) Verity Cameron (c) Isabella Cameron (d) Anna Yeats (e) Davie Macpherson (f) Isabel Slater (g) Jessica Main (h) Maire Brown (i) Amy Craven

Amount applied for: £500

Purpose of grant: Student expenses

The Board **APPROVED** the grants in the sum of **£500**.

Fund: Glendoe

Chris Finlay returned to the meeting.

Non-Constituted Grant Application

(a) Green Team

Amount applied for: £1,000

Purpose of grant: Willow-weaving

The Board **APPROVED** the grant in the sum of **£1,000**.

Fund: Corriegarth

Action: Dates for Wildside – KB/LWK.

7. INVERFARIGAIG RESIDENTS GROUP

The Board had reviewed the grant assessment via e-mail.

Purpose of grant: Pop-up gazebo and seating.

The Board **RATIFIED** the grant in the sum of £300.00

Fund: Covid 19 Contingency Microgrant

8. FOYERS TOILETS PROJECT

GJ updated that the Board that the Trust have been supporting the Community Council (CC) with their application and have been meeting every week for the last three weeks. The Board noted a funding application for £230,000 to Rural Tourism Infrastructure Fund (RTIF) had been agreed and signed and feedback is due on Monday.

The Trust contribution is well supported by the CC and the Board noted there will be quarterly meetings with CC going forward.

In relation to the Survey Monkey questionnaire 158 responses had been received with 86 to 88% agreeing or strongly agreeing with the aspirations given. All results will be published on the Community Council website.

The Board noted the result of the RTIF application would be known in November and there is an estimated three-month turnaround for the build.

9. AGM TECHNICAL ASPECTS

The Board discussed the technical aspects of the AGM and the legitimacy of holding a virtual AGM. The Board noted the Corporate Insolvency and Governance Act 2020 allows virtual AGMs to be held in the current pandemic, where Articles do not specifically allow this.

The Board agreed the structure needed to be as simple as possible.

Action: Contact Law at Work to back-up the legitimacy of holding the AGM via Zoom – GJ

Action: Production of the meeting – clarification with PJF - GJ

10. QUARTERLY REPORTS

(a) Broadband

The Board noted the report. CF updated there was a small delay with Dunmaglass. Installation at Wildside is expected to be complete at the end of October.

Action: Add to insurance policy.

(b) Wildside

The Board noted the report. KB updated that the turf will not be laid as there remains an amount work to be done, raking stones etc. The area would now be re-seeded with grass seed next spring instead of turf. The heating and lighting is installed.

The Highland Council are thinking of holding the election at Wildside on 5 November and Wildside would need to be Covid secure, with a fire escape and legionella assessment required. The Board discussed and noted the elections

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are currently postponed. It was agreed the legionella certification was essential in any event.

Action: Chase up legionella contact - GP

JB attended the meeting at 8.20 p.m.

(c) Communications

The Board noted the report and in particular the cancellations of the fireworks and Christmas Ceilidh. The marquee is ordered. JB updated the circulated report as only one heater is required at £742.00 and carpet at a cost of £75.00. The Board noted the quote for a waterproof underlay from Tom Morrow's Tarpaulin's in the sum of £500.00.

The Board noted the deadline for News submissions is tomorrow.

The Board **APPROVED** the purchase of the heater in the sum of £742.00 and the red carpet for the surface in the sum of £75.00.

The Board noted the Safe Space leaflet is ready to go, the cost to print is £175.00 but will be printed only once guidance changes.

Action: Foyers Bay article – LL and RB.

Action: Article – GP.

The Board discussed the logo and agreed a new design was required.

Action: Ceilidh Band return of deposit/retain for future event / inform ceilidh band that event is postponed - KB

Fireworks Display

The Board noted that due to current government restrictions and following advice from local fire service, that unfortunately the annual fireworks display will be cancelled this year.

(d) Funders

KB read out the Funders' Report. The Board noted the main points from the meeting with SSE are the Trust Manager vacancy, the Investment Policy, review of practices and procedures and the Community Action Plan.

GP and CF will attend the meeting next Thursday at 3.30 p.m. with SSE via Zoom.

11. COMMUNITY ACTION PLAN

The Board noted that three Expression of Interest had been received following a recent tender sent out to companies. The Board noted PJF's accompanying Board Report. The Board agreed to review the three EOIs out with the Board meeting and respond via email.

FE had reviewed the reports and the Board noted his views.

Action: Read EOIs and complete the scoring sheet – Directors.

The Board gave views on the CAP being carried out virtually, agreeing a section of the community would be missed as it would not be as effective as open events. The coms. team had recent experience of this and highlighted the shortcomings of carrying this out virtually.

The Trust will ask SSE's advice as the Board were keen to get the CAP started.

12. MEMBER APPLICATIONS

The Board noted the Ordinary Membership applications from Georgina Easson, Lorraine Lewis and Andrew Lewis.

13. AOCB

ATV Course

In light of the recent accident at Tomintoul JB put forward an idea to run a competition in the next edition of The News to win a prize of a £50 McGregors' voucher for safety equipment. This would comprise running a competition for submission of top quad biking safety tips.

The Board discussed running safety courses for ATVs. It discussed the likely candidates for such a course would be farmers and forestry workers – who would be mainly self-employed – and the additional financial cost for them if they have to pay for a certificate without support. The Board also discussed the importance of highlighting safety around ATVs for younger residents in our rural community. JB informed the Board of a local safety course which could accommodate eight participants. The Board discussed highlighting this to appropriate local groups and inviting them to apply for funding.

The Board **APPROVED** a competition be published in the next issue of the News for a voucher for safety equipment in the sum of £50.00.

Action: Draft up competition and include in the News - JB

Community Market

The Board **APPROVED** £10.00 for a Community Trust stand at the Green Team and BCC Community Market on Saturday, 31 October. The Board acknowledged this was an excellent opportunity to show the community the Trust's Vision, listen and bring back queries, encourage applications from potential new Directors and new Members. There would be Halloween inspired goody bags for the kids. Volunteers on the day are JB, KB, GP and GJ.

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Action: Paper bags and advertising on FB and in the news for the next event - JB

The Board noted there are around 70 younger children in the area.

The Board **APPROVED** the £200.00 budget for the bags.

Action: Gazebo for event – RB.

Land at Wildside and Lower Foyers

The Board noted the Highland Council have instructed a valuation and report.

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DATE OF NEXT MEETING

6.30 p.m. Wednesday, 4 November 2020 via Zoom

7.30 p.m. Wednesday, 25 November 2020 **AGM** via Zoom

The Meeting closed at 9.50 p.m.

Signed by Chair (JB) _____

Date _____