



**MINUTES OF THE MEETING OF THE STRATHERRICK AND FOYERS COMMUNITY TRUST HELD VIA ZOOM AT 6.30 pm ON WEDNESDAY 2 DECEMBER 2020**

<b>Present</b>	Frank Ellam (FE), Russell Bain (RB), Jillian Barclay (JB), Kirsty Balfour (KB), Lorraine Lewis (LL), Gareth Jones (GJ), Chris Finlay (CF), Catriona Fraser (CNF)
<b>Apologies</b>	Chris Gehrke (CG)
<b>Absent</b>	Martin Donnelly
<b>Chair</b>	Kirsty Balfour (KB)
<b>In Attendance</b>	Laura Walker-Knowles (LWK)

**Declarations of interest:** KB declared an interest in the Peter Margetson grant. GJ declared an interest in the FIRA grant.

**1. INTRODUCTION**

The Chair welcomed everyone to the meeting.

**2. MINUTES 11 NOVEMBER 2020**

Frank Ellam **PROPOSED** and Jillian Barclay **SECONDED** and the Minutes of Meeting held on 11 November 2020 were **AGREED** as a correct record without any further amendment and **APPROVED** and signed by the Chair.

**Matters Arising**

Covid Officer

The Board noted RB has a Covid Officer Certificate.

The Board discussed the event in December and the need to stock up on hand sanitiser etc. The Board discussed the booking in protocol and track and trace requirements which are sent out when bookings are made.

Approval of Annual Accounts

The extra ordinary board meeting was attended by all on Saturday 14 November where the accounts were agreed.

Stratherrick Public Hall Grant

The applicant has been informed of the decision and FE confirmed it had also now been paid.

Grant Application Review

The documents are with SSE for review and no response has been received.

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*Action: Chase up student forms – KB/GJ*

*Action: e mail address and password for the WIFI and the heating, login details – RB from PJF.*

#### Liaison Director

There had been a joint meeting of the Community Council last night. LL and GJ have discussed arranging a further meeting in a few weeks' time.

#### RTIF Decision

LL will let the Board know when a decision comes through to the Community Council.

#### IT Update

Laptops have been ordered and payment will be processed this week.

### **MINUTES 14 NOVEMBER 2020**

Frank Ellam **PROPOSED** and Russell Barclay **SECONDED** and the Minutes of Meeting held on 14 November 2020 were **AGREED** as a correct record without any further amendment and **APPROVED** and signed by the Chair.

#### **Matters Arising**

The accounts have been signed and lodged with Companies House. Investment documents signed and sent to Clarendon.

### **3. FINANCE REPORT**

FE went through the reporting format for Board Reports for new Directors. The reports should be sent to LWK a week prior to the meeting and are posted on the Directors' side of the website for the Board to see before the next meeting, having been circulated to the Board for comment the prior week.

The Board noted the circulated Finance Report.

### **4. INTERIM MANAGER**

KB and GJ are meeting with Peter Faye tomorrow to discuss the management roles he had been carrying out prior to him standing down.

The Board discussed the potential roles the new Directors would like to get involved in. KB suggested that Directors get a feel for the projects they would like to get involved in and then join project teams in January.

### **5. GRANT APPLICATION**

#### **Student Grant Applications**

Applicant: **Peter Margetson**

**Amount applied for: £100**

02/12/2020

**Purpose of grant:** Course expenses.

The Board **APPROVED** the grants in the sum of **£100**.

Fund: Glendoe

Applicant: **Leah Graydon**

**Amount applied for:** £500

**Purpose of grant:** Student expenses

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

Fund: Glendoe

### **Large Grant Application**

Applicant: **Stratherrick and Foyers Community Council replacement toilet block.**

The Trust are currently assessing the Stage One Application received from the Community Council. The Board discussed the value of the build and the percentage contribution of the Trust and the ongoing running costs. The Board discussed the community benefit of the project, the contribution of the Trust and the forecast of future running costs. The Board discussed the potential for the Community Council to make future grant applications to the Stronelaig panel for future running costs.

*GJ left the meeting for the next item.*

### **FIRA Grant Ratification**

LL took the Board through the ratification for the remaining £390 be paid to continue the tutoring. This decision was for the £505.95 from the grant awarded in January 2019 to extend the current tutoring FIRA grant approved £1,000. The Board **RATIFIED** the proposal.

*GJ returned to the meeting.*

## **6. QUARTERLY UPDATES**

### **(a) Riverside Field Report**

The Board noted the report. The Board discussed the valuation and potential use of the Highland Council land adjacent to Riverside Field. KB explained that if the Trust were in ownership of that land, then the access into the field could be by way of double track road instead of single and could minimise the use of the circular road around the residents' houses. KB will reply to the Highland Council to say the Trust will return once the decision on planning is received.

KB went through the consultation held on 7 November, the residents in attendance were positive and keen to be kept in the loop and the Trust are

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planning to set up a steering group of those interested. The planning result should come through in January / February 2021.

*Action: Respond to the Highland Council - KB*

*Action: Steering Group Formation KB/SW*

### **(b) Apprenticeship Team**

No report.

## **7. COMMUNITY ACTION PLAN / VISION**

GJ updated on the successful tender company with whom GJ and KB have been in discussions. GJ ran through the six phases of planning that will happen between now and Christmas, following which a series of project sheets with high level costings will feed into the detail of a master business plan for the next three years and high level, less detailed plan for the next 20 years.

KB added that if the Trust set up a steering group now ideally we want to keep the community's involvement beyond the CAP.

The Board discussed if anything new then comes up it can be included in the plan and GJ confirmed it will be continuously updated.

In relation to the steering group the Board were keen to make sure the CAP stretched right across the community with a continuous sense check of the plan vision and next steps, ensuring they are practical and realistic, identifying individual and organisation of projects following implementation of the presentation. The steering group will be managed by Nick and his team. The Board discussed that a cross section of the community should sit on that group.

The Board then wrote down names and roles of community members that they thought could be approached to sit on the steering committee, these included local business groups, young people, individuals from local organisations, local residents, estate representatives, local councillors and members of the Trust.

## **8. ERROGIE CHURCH**

LL updated the Board that the Trust now own the Church.

For the benefit of the new Directors LL and GJ advised local residents were 71% in favour of the purchase. The Trust are now looking to restore the fabric of the building. Internal works will begin first and work on the outside later next year. Following the CAP, the architectural building plans will be drafted for the identified use of the Church. The Chair will send a note to the funders, SSE and Greencoat to confirm the purchase and send a separate note to Margaret Davidson thanking her for her support. LL will send an e mail to local residents who were in support of project to keep them updated. On Saturday a small lunchtime event will be held at the Church giving local residents a chance to view the space. GJ asked the Board if this way forward felt sensible and correct to them and the Board agreed the approach.

*Action: Write to funders and Margaret Davidson – GJ*

*Action: E mail local residents - LL*

## **9. MEMBERSHIP APPLICATIONS**

The Board noted the membership application from Eleanor Parrot.

*Action: Send Certificate and paperwork to Eleanor - LWK*

## **10. TIMELINE**

The Board noted the timeline process which will be updated for 2021.

*Action: Update to include SSE monthly meeting – KB*

*Action: Send date to other Board members - KB*

## **11. WINTER WONDERLAND 2020**

The Board noted the revised poster dated Friday 18<sup>th</sup> to Sunday 20<sup>th</sup> December for the event. The event has been advertised on Facebook, the Trust website and at numerous local establishments and noticeboards.

The Board noted the risk assessment was now complete and the Community Council micro grant has been approved for a Polaroid camera. The camera will be used in the photo booth section of the event. A rota for the volunteers has been drafted.

## **12. AOCB**

### **Broadband Update**

The Board noted the update. CF asked the Board to note the potential to go over budget for the base stations, however there will be advanced warning before this happens and CF has discussed with FE.

### **Community Housing**

The Board discussed community housing and Loch Mhor Cottages. The cottages could be potential affordable housing.

The Board discussed the creation of a subgroup and the Trust will look into this further.

*Action: Add to review of roles/additional team in January - KB*

### **Facebook**

JB asked for any updates for the Trust Facebook page.

CNF thanked the Trust for being so welcoming and is happy to be on the team.

## **13. DATE OF NEXT MEETING**

02/12/2020

7.00 p.m. Wednesday, 13 January 2021 via Zoom

*The Meeting closed at 10.00 p.m.*

Signed by Chair (KB) \_\_\_\_\_

Date \_\_\_\_\_