

**MINUTES OF THE MEETING OF THE STRATHERRICK AND FOYERS
COMMUNITY TRUST HELD VIA ZOOM AT 7.00 pm ON WEDNESDAY 6 APRIL
2022**

Present Gareth Jones (GJ), Catriona Fraser (CNF), Kirsty Balfour (KB),
Ken Sinclair (KS), Lorraine Lewis (LL), Mark Sutherland (MS),
Maire Brown (MB), Maureen McGuire (MG), Chris Gehrke (CG)

Apologies -

Non-attendance -

Chair Kirsty Balfour (KB)

In Attendance Tony Foster (TF)

Minutes Laura Walker-Knowles (LWK)

Declarations of interest: CNF declared an interest in Stronelairg Funding

A. INTRODUCTION

The Chair welcomed everyone to the meeting.

B. MINUTES 2 FEBRUARY 2022 and 2 MARCH 2022

CG **PROPOSED** and CF **SECONDED** and the Minutes of Meeting held on 2 February 2022 were **AGREED** as a correct record without any further amendment and **APPROVED** and signed by the Chair.

CF **PROPOSED** and CG **SECONDED** and the Minutes of Meeting held on 2 March 2022 were **AGREED** as a correct record without any further amendment and **APPROVED** and signed by the Chair.

Matters Arising

Review of the funding and financial contracts was being carried out by MM.
KB will forward any playpark details.

C. FINANCE REPORT

The Board noted CV's circulated finance report.

D. GRANT APPLICATIONS

(a) **Student Grant Applications**

(i) **Applicant:** *Laura Gwilliam*

Amount applied for: £500

Purpose of grant: **Course Expenses**

The Board **RATIFIED** the grant **APPROVED** (decision by e mail) in the sum of **£500**.

Fund: Glendoe (tbc)

Action: Add in score – LWK

The Board briefly discussed the scoring mechanism and the student grant score on the assessment paper relates to the quality of the application (e.g., legible, supporting documentation), not the content.

E. CUSTOMER RELATIONSHIP MANAGEMENT SYSTEM (CRM)

The Board noted the circulated presentation. Currently the Board has a limited number of mailing lists, and it is expected from the Community Action Plan (CAP) that additional contacts will be made. With a bespoke CRM the Trust would be able to capture details, meetings, and other relevant information.

MM gave the Board an overview of several packages and their functionality and control along with reporting and analysis to help with decision making and impact. It is possible to have client segmentation incorporating multiple lists for multiple users.

The Board noted the different types of systems and the connectivity of some CRMs to attach to the Trust's current SharePoint.

MM ran through the technology partners that support the Microsoft Dynamics SharePoint system.

The Board discussed having multi-users and GDPR. It was noted the Trust would not be sharing the same data, the other users would have access to the functionality, not the data. MM will clarify this with the providers.

The Board discussed the economics of the CRM, the size of the Trust and the volume of the data captured.

The Board discussed the difference between SharePoint and CRM. The CRM software, along with being a communication tool, can be used to generate data to support project applications, such as need.

The Board discussed a community consultation to glean if there would be grass roots support in relation to the investment in such a system. A review of the system after one year would be vital to check it was value for money and that communications had become more effective.

Action: Draft reasons why CRM useful to the Trust – Comms Team

F. QUARTERLY UPDATES

(a) Communications

No report. See G. Events section.

(b) Wildside

The Board noted the circulated report.

The Wildside steering group would like the architect to draw up a vision of what the group expects the inside and grounds of the centre, giving something to work towards over the next 5 years. This could then be displayed in the building as reference for any users.

The Board noted a guide price for the removal, brashing and chipping of unsafe trees in the strip of land adjacent to the centre; a budget to complete more landscaping - including more access points on/off the raised path onto the ground; development of a BBQ and seating area to the rear, including preparing the groundworks so they are ready and developing ideas for a park and/or play park equipment. It was noted that the cost for a good playpark would be £80,000 and it was discussed whether investment of this scale would be spread over different areas within Stratherrick and Foyers to develop/upgrade all parks or if one new playpark would be of greater benefit. Further public consultation will take place to discuss these options. It was suggested that any budget be taken from the CAP rather than Wildside budget as playparks were a main action point.

The Board discussed match funding available for encouraging outside play for children and timings in relation to spend and the Trust financial year

The Board discussed the CAP and the agreement of funding, TF pointed out that if Board is keen to progress the Wildside work and use CAP budget to progress this financial year, it does not need to come to the business meeting and could be agreed now. The Board noted the potential cross over as Wildside is also a Trust project, but there is a sense that the community are looking further into developing playparks in the area.

KB requested if there is £30,000 in the budget not being used elsewhere the Wildside team could use to develop the rear of the Wildside Centre.

GJ summarised the Wildside budget request in more context. The team will bring visuals and put the ideas together for the next meeting.

Action: Budget - underspend for Wildside – KB/CV/TF

The Board agreed to display a Notice at Wildside for user groups, on exit, with a checklist of jobs to be completed before leaving the building.

The Board discussed opening a room at Wildside as a hub for study and work with free Wi-Fi, to be open every Wednesday. CNF suggested getting in touch with schools to help promote the centre.

Action: Website/media announcement re hub Wednesdays – TF/CT/LWK

The Board discussed the untreated boards on the walkway outside and noted the wood should be treated as stated in the contractor's recommendation. It was noted the structural timber had been treated. KS will support an investigation into who is responsible for treatment and when this should happen. The Board noted the walkway was initially installed as a temporary measure for up to five years, as there was a possibility of an extension to the building.

The Board **APPROVED** the sum of £12,000 to cover the architect costs to finalise the vision and to make the outside usable in time for summer.

Further consultation is needed for the playpark.

GJ thanked CNF and KB for the time spent on the Wildside project.

(c) Broadband

An agreement has been made with CFWN and Dunmaglass.

Action: Check a notification to customers sent – TF

(d) Potential Land Purchase

Land at the side of Wildside

The land at Wildside has been valued at £27,000 and purchase can now be progressed with formal approval of the Board. A portion of the land is zoned for housing and the other for recreation. Discussions are underway and plans are progressing within the CAP Action Group – 'Our Homes'.

The Board looked at the valuation documents and discussed how the cost was derived. KS pointed out that if it was based on the development value for housing, which is not an unreasonable value.

The Board **AGREED** to purchase the land subject to confirmation regarding development and to carry out a housing needs assessment in the Strath.

The Board also discussed affordable housing and how this is progressing within the CAP Action Groups. Informal discussions were had about the Trust potentially covering the cost of a percentage of housing purchase costs and having shared ownership. The aim of support would be to maintain employment and keep residents in the area. The Trust agreed to have a Housing Needs Analysis done immediately. It was also noted SSE support the development of housing.

The Board noted 12 projects had now been borne out of the CAP.

Inverfarigaig Land

TF explained the cost of the land is £7,000, the Board noted initially the budget was £70,000, including purchase of the land, felling work and restoration of buildings. The land is of lower value than expected. The Inverfarigaig Group will take this forward.

The Board has previously agreed the purchase.

Forest School Land at Inverfarigaig

The purchase price is £45,000 and TF confirmed Highland Council are content with the 2020 valuation. The Board discussed the septic tank on the land. The valuation includes the land on the other side of the house. The liability for the tank would be investigated if the Trust progress the purchase.

Funders – SSE Meeting

TF had a funders discussion today and any points have been covered above.

Action: Confirm value on the basis that it is development land and circulate to the Board – TF

Action: Details for Albyn Housing project/support to TF – LL

Action: KS/MB are having access issue to Trust systems – LWK/IT Support.

G. SUMMER EVENT/JUBILEE

Jubilee Celebration, Friday, 3 June 2022

This project is being led by Jan Hargreaves. CNF is liaising for the Trust.

The Board went through the costs and the most expensive item was Calum Martin's lighting and music, a quote has been received and scrutinised by Steven Watson with comparison to other companies. Once the technicians for two days and setup were deducted, the cost was only an additional £24.00 if Jan purchased everything individually.

The Board noted in future when there are adequate storage facilities, the Trust will purchase the equipment.

The Board went through the estimated costs noting the toilet hire, generator and preparation of the pitch have yet to be included. The current estimated budget is £7,500 with a 10% contingency. There are some purchases that will be assets for the Trust, including flooring and marquees.

There will be a booking system for transportation for those who can't get down to Foyers. This will not be a formally ticketed event, but a souvenir ticket will be e mailed/mailed and this will also ensure Jan can keep a note of numbers.

The Board discussed the fact the grant application process had not been followed and noted this was a community project coming out of the action

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steering group. It was also noted that the Luvvies have made an application for funding the event to the Stronelaig Panel and Trust funds may not be required if successful.

The Board **APPROVED** the sum of £7,500 (and 10% contingency) for the event.

Summer Event 'Highland Hoolie'

A breakdown of the budget will be brought to the next meeting.

Action: Summer event agenda item May 2022 - LWK

H. MONTHLY UPDATES

Trust Manager

The Board noted all action plan group meetings had taken place.

The Trust has received 39 responses for the skills and volunteer audit and the survey will remain open until the target 50 responses are received.

The fundraisers are in post, and it has been noted through the action groups that there is a need to signpost funding to groups, however the Trust direct funding enquiries to Steven Watson.

There are new headings for projects coming out of the action groups and if any additional Directors would like to join any groups, they haven't already, they can let TF know. MS would like to see a list of responsibilities when joining action groups. The Board discussed the new meaning of volunteering and how to co-ordinate vast numbers signing up.

TF took the Board through the new quarterly report format and explained the change came out of the business group meetings and the CAP plans and ideas. Any delay in reports is no longer feasible and the Trust would like to take short reports from project teams more frequently, which TF will compile into a longer report.

TF asked the Board to provide him with indicative budgets for next financial year 2022 – 2023.

The Board noted the Brollygroup is going to be resurrected given the cost-of-living crisis. The Trust can take ideas to SSE, however individual funding is still not allowed. There are potential alternatives for third parties to provide a service, making applications for support on individuals behalf. The Board discussed other ideas such as community fridges at Wildside.

The first craft and crofters fair will be held on Saturday, 7 May 2022.

Action: Starting points and responsibilities for Directors in relation to joining action groups – TF/GJ

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Action: Robertson Trust - Household Hardship Fund information to TF - CNF

Five Year Plan

The Board noted updates will be ongoing to the development plan. CT's timeline is included, and every project will be tracked on a monthly basis.

The final report from Community Enterprise is available and there is a to-do list for the Trust.

The Board were delighted to hear the news of Jillian Barclay's new baby.

The Board noted Morag's retirement from Boleskine Community Care.

Action: Development plan update – agenda item next meeting - LWK

I. AOCB

None.

J. DATE OF NEXT MEETING

7.00 p.m. Wednesday, 4th May 2022 at Wildside
Centre/Hybrid

The Meeting closed at 10.15 p.m.

Signed by Chair (KB) _____

Date _____