



**MINUTES of the MEETING of the STRATHERRICK AND FOYERS COMMUNITY TRUST LIMITED held at STRATHERRICK PUBLIC HALL ON WEDNESDAY 1 JUNE 2016**

<b>Present</b>	Graeme Ambrose, Frank Ellam, Peter Faye, Zoe Iliffe, Hugh Nicol, Sharon Ferguson, Ken Sinclair
<b>Chair</b>	Zoe Iliffe
<b>In Attendance</b>	Steven Watson (Project Coordinator), Laura Walker-Knowles (Administrator)
<b>Apologies</b>	Ken Sinclair, Gordon McAndie, Stewart MacPherson, Martin Donnelly

**1. INTRODUCTION**

The Chair welcomed everyone to the meeting and called for declarations of interest from those present. Those which applied to the grant application discussions necessitated the relevant directors removing themselves from the hall for that agenda item.

**2. MINUTES OF 4 MAY 2016**

There were no amendments or clarifications requested relating to the Minutes of the May 2016 meeting. Their adoption was proposed for approval by Peter Faye and seconded by Graham Ambrose.

The Minutes of the meeting held on 4 May 2016 were **AGREED** as a correct record, **APPROVED** and signed by the Chair.

**3. FINANCES/INVOICES/EXPENSES**

Frank Ellam talked through the Finance Report dated 24 May 2016. The cashflow and balance sheet were discussed in the light of likely delayed receipt of funds from Corriegarh Wind Farm into the next financial year 2017/18.

The Board considered the proposed budget for 2017/18 produced by Frank Ellam, the Chair and Steven Watson. The Board **APPROVED** the budget for 2017/18.

Frank confirmed he had discussed various investment options with Clarendon and the proposal to make smaller monthly investments. Clarendon had confirmed that this would not involve any additional expense but had recommended that any decision be delayed pending the EU Referendum. Ken Sinclair and Frank Ellam agreed to meet to discuss possible investment options and to submit proposals to a future meeting of the Board.

There was the settling of small invoices.

There were no additional questions for the Finance Director and his report was **NOTED** by the Board.

The following invoices and expenses were **APPROVED** by the Board.

- Macleod and MacCallum, balance of Riverside land purchase fees, £146.56
- Clark Thomson, combined insurance, £763.75
- Frank Ellam, expenses £62.51
- Steven Watson, expenses £128.02
- Laura Walker-Knowles, expenses £55.20

### 3. GRANTS

#### A FABRIC AND FINANCE COMMITTEE CATHOLIC CHURCH WHITEBRIDGE

The PCO and Hugh Nicol had made a site visit and composed a report. It was felt that the water from the public road from Compass to Allt an Loin was causing the problem and that, as highway drainage is a statutory function, the Highland Council should address this first. Charles Stephen at Highland Council has passed the report to Technical Services and the matter given top priority. The drainage works had been on the Council's list to be fixed last year however there were delays due to queries with a land owner and the works did not go ahead.

It was also noted that the Grant application was incomplete with only one quote and no constitution. The document the Group applicant had provided was not actually a constitution of the Group. The Board discussed the legal structure of the Group and church but it was noted that, in order for the application to satisfy the Trust's Group grant conditions, the Group must have a constitution in place to further this grant application and would have to supply additional quotes, should the Council not agree to carry out and fund the works. A referee had not been sought at this point due to the incomplete application and lack of constitution.

The Board agreed to **DEFER** a decision on the application to allow the Highland Council the opportunity to respond and to allow the Group an opportunity to formalise a constitution and to obtain the further quotes required. The Trust will revisit the application when the Council responds.

#### B SOUTH LOCH NESS ACCESS GROUP

South Loch Ness Access Group submitted a Grant Application for the design and printing of 10,000 copies of a map that could be distributed to local residents and visitors to the area.

Following a detailed and complex discussion, the Board decided that the grant be **DECLINED**. The reasons being (1) because of ample existing resource, (2) many of the detailed sections of the map were outwith the Trust's area, (3) the Group had significant reserves available to fund the map themselves, and (4) no demand had been demonstrated in the application.

***Sharon Ferguson declared an interest and left the meeting.***

#### **C FERGUSON – SPORTING GRANT**

The application by Mille Ferguson for a sporting excellence grant to attend the Horse of the Year Show. The Board **APPROVED** the application- £250.

***Sharon Ferguson re-entered the meeting.***

#### **D MOTHERS AND TODDLERS GROUP**

The Board noted that this Group was a re-constitution of a previously disbanded group. The Board noted the importance of groups of this nature for our community.

The Board **APPROVED** the application - £842.07

#### **E FOYERS PRIMARY SCHOOL**

The Chair reminded Directors of the discussions taken during the April grant meeting when the School's application had first been discussed. She confirmed that following the urgent decision taken by Directors by email, the Board now needed to formally ratify that decision. The Board formally approved hire of minibus for 6.57 weeks plus a weekly allowance for fuel. The original grant had been partially approved in the sum of £1,792. The amount required for the minibus at £2,202 and the travel to Loch Insh before the minibus could be hired was an additional £90.00. Total Grant - £4,084.

The Board **RATIFIED** their urgent email decision and formally **APPROVED** the complete application - £4,084.

#### **F RAINBOWS, BROWNIES AND GUIDES**

***Sharon Ferguson declared an interest and left the meeting.***

The Group had notified the Board that they had an underspend from their earlier grant of £560.

The Directors were pleased to receive the letter from the Group and noted that the Group had requested whether they could be permitted to retain the underspend in order to purchase cookery equipment and a ten pin bowling outing. Quotations for the trip and additional equipment had also been provided.

The Board **APPROVED** the Group retaining the funds to purchase cookery equipment and to pay towards a further outing for the Group.

It was also noted the Directors would be very pleased to accept the invitation to the fund raising event.

*Sharon Ferguson re-entered the meeting.*

## 5. GRANTS UPDATES

### (a) Knockie Trust (Group)

Arrangements for a meeting were underway with availability looking like 4 and 5 July. Location to be confirmed.

### (b) Tetlow Blair Mackenzie Bentley (Energy)

The PCO had carried out the home visit and spoken again with Local Energy Scotland regarding arrangements for contributions from householders when oil tanks were not capable of government funded boilers and radiators. This issue continues and therefore the upgrade of the heating system by Scottish Government is still likely to require a contribution by the householder and that would make an application for an energy grant appropriate.

Noted for next meeting.

## 6 HARSHIP GRANT

The Chair confirmed that she and Sharon had received and considered a hardship grant application. Due to the confidential nature of hardship grants, the Chair and Vice Chair had **APPROVED** the hardship grant application in the sum of £500.

## 7 ACTION LIST/TIMELINE

The Chair ran through the timeline and the Board gave updates: -

- Peter Faye will be attending PCO's office tomorrow, 2 June 2016, to carry out a health and safety risk assessment.
- The lightbulb project will be advertised in the next edition of the Stratherrick and Foyers Community Trust newsletter.
- Power-station visit: This has been postponed from this month to 10 August 2016.
- The cancelled date of 7 June 2016 (above) was earmarked for a meeting of the Foyers Bay Group.
- Decision to accept invitation from Brownies – the Chair will accept in correspondence in relation to the grant (as above).
- VAL statement – on further investigation it appears the invoice dates from January 2015. VAL will provide a copy to Frank Ellam.
- Grant administration: the Administrator, PCO and Frank Ellam (who had been Acting Grants Administrator) to meet for handover.

## 8 UPDATE REPORTS

Reports from the Project Coordinator, the Apprenticeship Team and the Communications Team were noted.

### (a) *Project Co-ordinator*

The PCO highlighted additional points not in the report. Hugh Nicol, Peter Faye and PCO attended the Community Council meeting on 31 May 2016. A cheque for the unspent grant will be sent to the Trust. A fresh grant application can be expected to include funding for defibrillators etc. for £10,000. £1,024 of Highland Council grant will be drawn for the year by the Community Council.

In relation to raising the local awareness of the Trust's activity the PCO has put signs and boards up around the area.

A draft of Issue 2 of S&F News was passed round and all Directors thought this was an excellent issue put together by PCO and Communications Team.

In relation to the lightbulb choices, this has been reduced to nine options (no dimmer switches). PCO brought in and demonstrated a couple of the LED bubs and adaptors for bayonet fittings. An A4 sheet will be sent out with details to residents and the PCO will put together orders and also relevant signs.

Stratherrick Hall has been booked for the usual monthly Project Coordinator Drop in Session. This has been extended from 11am to 2pm and will include an opportunity for residents to examine and order lightbulbs. Directors were requested to call in during this period if available.

### (b) *Apprenticeship Team*

Sharon Ferguson has produced a flyer that the Trust will circulate on school buses and which will appear in the next S&F News. It also appears on the Facebook page. The allocated £21,000 grant will not be spent this financial year 15/16.

### (c) *Broadband Team*

The Board discussed options for circulating the broadband survey. It was noted that the Council had confirmed to PCO that the non-confidential electoral roll only listed approximately 50% of residents in our area and Directors therefore questioned whether it was worth actually acquiring the electoral roll. Obviously the full roll was not available for public purchase. It was noted that Boleskine Community Care had established their own door to door volunteer delivery. The Board agreed to approach Boleskine Community Care and ascertain if they could circulate the broadband questionnaire with their upcoming mailshot.

## 9 AOCB

- (a) Ken Sinclair queried who maintained the Foyers Car Park. It was confirmed that this is a Highland Council car park.

- (b) Frank Ellam had received a photograph from South Loch Ness Nursery Group's trip to the Floral Hall. The Directors were delighted to receive the same.
- (c) Peter Faye stated that the Community Council needed to find a new location for their ride on lawnmower. He suggested that it might be possible to use the mower to maintain the grass at the Riverside land. The mower is currently at Whitebridge but the CC is happy for the Trust use if they can make provision to store it.
- (d) The Chair and Board thanked Steven Watson and Frank Ellam who had both taken on the administrative duties on behalf of the Trust during the period when we had no Administrator. In recognition of this, the Chair proposed an honorarium to each in the sum of £150. Frank thanked the Board but refused any proposal for him to receive an honorarium.

The Board **APPROVED** the payment to PCO of an honorarium in the sum of £150 in recognition of the additional duties he had undertaken for several months on behalf of the Trust.

## 10 DATE OF NEXT MEETING

**Wednesday 6 July 2016 (Stratherrick Public Hall).**

*The Meeting closed at 10.00 p.m.*

Signed by Chair

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Date

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