



MINUTES of the MEETING of the STRATHERRICK AND FOYERS COMMUNITY TRUST LIMITED held at STRATHERRICK AND FOYERS COMMUNITY HALL (Committee Room) on WEDNESDAY 2 NOVEMBER 2016

Present	Frank Ellam, Peter Faye, Zoe Iliffe, Gordon McAndie, Stewart MacPherson, Sharon Ferguson, Graeme Ambrose, Ken Sinclair, Hugh Nicol
Chair	Zoe Iliffe
In Attendance	Steven Watson (Project Coordinator), Laura Walker-Knowles (Administrator)
Apologies	None

1. INTRODUCTION (Chair)

The Chair welcomed everyone to the meeting and called for **Declarations of Interest**. Sharon **declared an interest** in Foyers Parent Council grant application, Graeme Ambrose **declared an interest** in the Farigaig Steering Group grant application and Gordon McAndie declared an interest in the Stratherrick & Foyers Community Council grant application.

The Chair reminded the Board that the meeting was Graeme's last Board meeting prior to stepping down at the AGM. The Chair and Board wished Graeme well and thanked him for all his help and support over the years.

2. MINUTES – 5 OCTOBER 2016

Graeme proposed an amendment to the Funders Team item, the hydro scheme and first payment will be in the third year, paid in arrears from the commission date. A further amendment to include Ken Sinclair on the list of attendees.

Subject to those amendments, Frank Ellam **proposed** and Stewart Macpherson **seconded**. The Minutes of the meeting held on 5 October 2016 were thereafter **AGREED** as a correct record and **APPROVED** and signed by the Chair.

Matter Arising: It was noted that Rosie Stoddart has withdrawn from college and is no longer in further education. The grant approved on 5 October will therefore not be paid and the application should be deemed as withdrawn.

3. GRANT UPDATES

Sharon Ferguson left the meeting for the next item.

Main

a. Foyers Primary School Parent Council (SM/HN)

Frank had checked the group's accounts as the reserves had appeared high. On investigation the accounts balanced and the reserves had been paid out since the end of their financial year and a large proportion of the remaining reserves were ring-fenced for playground improvements.

It was also noted there had been an increase in the bus quote which was now £300. It was therefore suggested that the grant award be increased to cover that cost.

It was agreed that the assessment report should be amended to reflect the actual figures for the accounts. The Board **APPROVED** grant of £4,944.45 (£300 more than the figure in the initial assessment).

Sharon returned to the meeting.

Graeme Ambrose left the meeting for the next item.

b. Farigaig Steering Group (SF/GM)

The Board approved the sum £383.89 – subject to the additional condition of keeping good accounts and receipts.

Graeme Ambrose returned to the meeting.

c. Knockie Trust (FE)

As was previously noted at the time of the original assessment, their constitution states the Knockie Trust must only spend income not capital. A full investigation into their financial situation had recently been undertaken and figures produced to the Board to show that the Knockie Trust were in full compliance with their constitution. It was agreed that the assessment report would be amended to show the updated figures of income and expenditure.

The Board **APPROVED** the grant of **£826.00** on condition of acknowledgement to the SFC Trust for supporting the Knockie Trust's accounting and administration expenses.

d. Boleskine Community Care (ZI)

BCC has secured the unit in Foyers for the next five years from 10 October 2016. £6,100 (second instalment of approved grant).

The Board **APPROVED** payment of the next instalment of grant funds in the sum **£6,100**.

Gordon McAndie declared an interest in the following item and left the meeting.

e. Stratherrick & Foyers Community Council (ZI/HN)

The current constitution had been adopted several years ago and within that constitution the Council were permitted a minute secretary to handle their administration. The copy constitution previously provided stated that the minute secretary could not be an elected councillor, however the Council's most up to date constitution no longer had that restriction and the administrator/minute secretary could therefore be an elected councillor. The Board discussed whether to reduce the grant amount so that the amount awarded equated to costs from November to June or whether to grant a full year's grant to run November 2016 to October 2017.

The Board **APPROVED** the grant in the sum of **£1,755** being a full year's minute secretary's costs from November 2016 to October 2017.

Gordon McAndie returned to the meeting.

f. Hardship (ZI/SF)

Sharon Ferguson and Zoe Iliffe advised the Board that they had **APPROVED** a hardship grant in the sum of **£354**.

4. **FINANCE/INVOICES/EXPENSES**

a. Finance Report (FE/ZI)

Frank Ellam ran through the Finance Report and Management Accounts to the end of October 2016. The contents were noted and no questions arising.

- b. PCO Expenses (SW) for October £128.33
- c. Administrator Expenses (LWK) for October £116.38
- d. Administrator Timesheet (LWK) for October 1.5 hours overtime
- e. Clarendon's invoice £3,000
- f. Craigdarroch Hotel room hire and catering for the Riverside Meeting, £60.00
- g. Book-keeping Invoice (FE), £233.00

The Board **APPROVED** the payments of items (b) to (g) above.

5. **AGM**

a. Running the AGM

The Chair circulated the tasks document to Directors to volunteer for various jobs that will be required for and at the AGM.

The Chair will send invitations to the funders representatives, Morvern Smith and Marianne Townsley, to Highland Council ward councillors and Charles Stephens.

6. **SFCT Remembrance Wreath (PF)**

The Board agreed the purchase of a wreath for the Remembrance Service at the War Memorial on 13 November at 3p.m.

7. ACTION LIST/TIMELINE (ZI)

The Chair worked through the action list. Project Co-ordinator updated on investigations into Wildside Centre which is ongoing, there was a right of pre-emption and we are waiting for more information from the planners.

Broadband Team updated on the voucher scheme which extends to wireless technology. The costs are £250 - £350 cost per house. Individuals can apply and then the Trust could potentially top up via the grant scheme.

The 100% target will not be made and it will take 5 years at least. The Broadband Team (Ken, Sharon and Steven) is due to report again in December however this will go back a month to allow the Team time to meet and cost the options.

8. UPDATE REPORTS

a. Liaison Director

Gordon McAndie will be stepping down at the AGM as a Director. The Community Council will discuss the nomination at their meeting on 29 November 2016 and whether to nominate Gordon as their Liaison Director. The Trust will then consider whether to co-opt Gordon on to the Board at its post-AGM meeting on 30 November 2016.

To note – the Community Liaison Group for Stronelaig will be up and running soon.

b. Project Co-Ordinator (SW)

The PCO passed on additional thanks from the recipient of the recently approved hardship grant to the Board.

The Trust's banner will be going up on Friday for the fireworks display. Defibrillator training will be held on Monday, 14 November and booking with Kim Burton is essential as spaces are limited. The next edition of the SFCT news is coming together and will go to print straight after the AGM.

c. Energy/Renewables Team

Lightbulb scheme grant has now closed and was a great success with 151 applications.

d. Foyers Bay Team

Peter Faye and the other Directors from the Foyers Bay Team confirmed to the Board that SSE have unregulated groups of fishermen (including an informal SSE staff group) in unauthorised occupation of certain areas of the proposed leased land. SSE cannot therefore grant a lease over this land and SFCT cannot accept liability or responsibility where unauthorised occupation occurs. Discussions had occurred around taking the project forward without the area of occupied ground. However, SSE wish SFCT to proceed over the larger area and in order to achieve this they will inform the SSE fishing group they have no rights of occupation. This will be for SSE to deal with. Thereafter, any groups wishing to fish from any part of the leased area can do so only with the agreement and approval of the Lessee (SFCT or its subsidiaries). It seemed that the fishermen had shown no interest in the upgrading of the area in question. Pending resolution of the fishermen issue, the next step is to obtain a professional design and specification for the civil engineering aspects of the proposal

i.e. the slipway. As SFCT are neither marine nor civil/structural engineers, it was felt the appointment of a qualified person to undertake these works was appropriate. The 'Design and Specification' will then be sent to appropriate contractors with an invitation to tender for the work.

Ken Sinclair will provide the Team with his contacts in relation to the slip design and build and the team will contact an engineer once the fishing issue is resolved.

9. AOCB

Frank asked a question on the Energy Report regarding the foot note from the PCO. The note had been regarding the £500 Energy Saving Grant being a small amount as a contribution towards the costs of, e.g. replacing single with double glazing, and may not be worth it for people to apply, if the costs were £4,000 with assistance only of £500. However, where residents do not have a lot of capital they can, in effect, only get one window or door at a time through the Grant. This Grant is only open to owner occupiers in the area with the possibility of match funding from Home Energy Scotland.

Sharon explained why Energy Saving Grants were only £500 because funders have limited how much the Trust can award to individuals.

Stewart pointed out that we also did not means test the applicants. Ken asked the question on how we measure and assess 'community benefit'. How do we quantify 'benefit' from one grant award against another? It was noted that if all conditions are met, a grant is awarded. If they are not, then no award is made. It was agreed that the volume and value of applications received to date, relative to available funds, has meant it has not been necessary, as yet, to measure the benefit of one grant against another.

General discussion about the scoring of grants and consideration of criteria, conditions met, achievements and outputs covered. Quantification of benefit was deemed worthy of consideration in the future. The Chair commented that the grants assessment process and policies will continue to be assessed as the Trust grows.

Graeme Ambrose expressed how he had enjoyed being on the Board and wished the Trust all the best in the future.

Riverside Project

The Chair advised there had been a positive meeting last Wednesday. The PCO has put together a briefing for architects to look at. The community were very supportive for facilities on the Riverside Land.

10. DATE OF NEXT MEETING

Wednesday, 30 November 2016, 7.30p.m. (AGM and post-AGM meeting) – Stratherrick and Foyers Community Hall)

Wednesday, 7 December 2016, 7p.m. – (Venue to be arranged)

The meeting closed at 9.40 p.m.

Signed by Chair	_____
Date	_____

