

MINUTES of the MEETING of the STRATHERRICK AND FOYERS COMMUNITY TRUST HELD in STRATHERRICK HALL, GORTHLECK on WEDNESDAY 10 APRIL 2013

Present	Morag Cameron, Lyn Forbes, Willie Fraser, Liz Merther, Justin Sharp, Alex Sutherland
Chair	Willie Fraser
In Attendance	Fiona Ambrose (Secretary)
Apologies	Sharon Ferguson, Fraser Ross

1. MINUTES OF THE MEETING HELD ON 6 MARCH 2013

Approval of the Minutes of the meeting was moved by Alex Sutherland and seconded by Morag Cameron.

The Minutes of the meeting held on 6 March 2013 were duly accepted as a correct record, were approved and signed by the Chair.

MATTERS ARISING

TRAINING OPPORTUNITY – It was **AGREED** to include Training as an item on the agenda for the next meeting on 8th May.

APPRENTICESHIP SCHEME – Morag Cameron advised that she and Sharon Ferguson had attended a Fort Augustus and Glenmoriston Community Company Steering Group meeting. The group were still in the very early stages of discussion on the apprenticeship scheme and an update on progress would be submitted to the next meeting.

REVIEW OF AGM – a) FORMER DIRECTOR AND FORESTRY COMMISSION EMPLOYEE - It was **AGREED** that the Secretary write to the former Director.

b) ARTICLES OF ASSOCIATION – The Secretary advised that the Articles of Association had been adopted and registered with Companies House. Harper Macleod had subsequently advised that a further resolution by the Community Council was required to change the name to Stratherrick and Foyers Community Development Trust. The Secretary would request the Community Council to consider this resolution at their next meeting at the end of April.

Harper Macleod had also indicated the proposed fee for the works carried out in assisting the Trust in the adoption of the articles. There was a discussion on the proposed fee and reference was made to the estimated cost which had been given in writing at the start of the process. At no time had Harper Macleod indicated that the estimated cost had been exceeded.

It was **AGREED** that the Secretary, on behalf of the Directors, would write to Harper Macleod making reference to the estimate given and to advise that the proposed fee was unacceptable.

2. ACCOUNTS

The Secretary advised that following written approval by all the Directors, the amended accounts had been registered with Companies House prior to the deadline of 31st March. In addition, the Corporation Tax Return had been signed by the Chair and had been filed with HMRC. The corporation tax due, namely £179 had been paid.

3. APPOINTMENT OF DIRECTORS

The Chair advised that interviews had been carried out on 3rd April. Three applicants were interviewed and the interview panel recommended that Paula Page and Graeme Ambrose be appointed as Directors of the Trust to fill the two vacancies on the Board.

Lyn Forbes identified that the third applicant had brought up the need for the Trust not to forget those living in the area who are disadvantaged. This had been very thought provoking and it is hoped this person, if willing, will be involved in developing the new business plan and strategy.

The Directors **AGREED** to appoint Paula Page and Graeme Ambrose as Directors of the Trust.

4. APPOINTMENT OF TREASURER

The Chair advised that interviews had been carried out prior to this meeting and the interview panel recommended that an offer of appointment be made subject to satisfactory references being received.

The Directors **AGREED** to make an offer of appointment as Treasurer to the Trust subject to satisfactory references being received.

5. REVISED GRANT APPLICATION FORMS

Following the decision at the last meeting to amend the small grant application form to show an upper limit of £2,000, the Secretary advised that she had taken the opportunity to update all the application forms to ensure consistency throughout.

Following consideration of the revisions, the Directors **APPROVED** the revised small grant, main grant and energy saving grant application forms

6. GRANT APPLICATIONS AND ENQUIRIES FOR ASSISTANCE

a) Private Water Supply Improvements - Whitebridge

It was **AGREED** to award the sum of £358.75, which was the balance of the sum required, to carry out improvements to a private water supply at a house in Whitebridge

b) Energy Saving Grant, Inverfarigaig

It was **AGREED** to award the sum of £1,768.80 towards the installation of a wood burning stove at a house in Inverfarigaig.

c) Financial assistance for further education studies

An enquiry had been received asking if the Trust could assist with a grant to enable the enquirer's daughter to take up a Masters placement abroad.

The Directors considered the request and **AGREED** that they required further information on the fees for the course, accommodation and travel costs, the percentage which was sought from the Trust as well as information on other avenues the individual was pursuing to meet the required costs.

d) Enquiry for energy saving grant - Gorthleck

An enquiry had been received asking if the Trust could assist with cavity wall or loft insulation at a house in Gorthleck.

As the enquirer had recently taken on the tenancy of the property, the Directors **AGREED** that they required to know if it was a secure tenancy, whether the landlord could apply for a grant from an organisation such as the Energy Saving Trust, and if so, whether the landlord would be willing to make an application on behalf of his tenant.

7. FOYERS PUBLIC TOILETS

Liz Merther advised that the Community Council had been asked by Highland Council to take on the lease of the public toilets in Foyers. The lease was a nominal sum of £1 but there were other costs associated with electricity and water charges. The Community Council wished to know if the Trust would take on the lease while the Community Council would be responsible for ongoing maintenance costs including cleaning time and materials.

Liz Merther pointed out that this wouldn't have been possible under the Trust's previous constitution/articles of association but was possible now the new articles had been adopted.

The Directors **AGREED** in principle to take on the lease of the public toilets in Foyers subject to further information being provided on costs and clarification on certain points in the lease.

8. DEVELOPMENT TRUST'S ASSOCIATION SCOTLAND

The Directors **AGREED** to apply for full membership of the Development Trust's Association Scotland and if successful to pay the annual membership fee of £75.

9. E MAIL DISTRIBUTION LIST TO IMPROVE COMMUNICATION

The Directors considered a suggestion by the Secretary to set up an e mail distribution list to improve communication with members of the community.

The Directors **AGREED** that the Secretary should place a request in the next edition of the Boleskine Bulletin asking for anyone who wished to receive a copy of the approved minutes of meetings, which would include the list of grant approvals, to e mail the Secretary at her Trust e mail address.

10. & 11 COMMUNITY SURVEY AND DATE FOR OPEN MEETING

The Directors considered a covering letter and survey which had been sent out by the Fort Augustus and Glenmoriston Community Company in 2011 together with the feedback from the survey. This was a very good example of a successful community consultation exercise.

It was **AGREED** that the covering letter and survey could be adapted slightly to reflect the SFCT area and used by the Trust to gather the views of the community as had been agreed at the AGM and send it back to the Secretary to be circulated to the other Directors, for their consideration, prior to the next meeting.

It was also **AGREED** that the Secretary would put together a Notice to be placed on the website, on noticeboards and in other appropriate locations to update the community on the plans which were being made for the community survey and the open meeting.

Lyn Forbes left the meeting due to a prior commitment

12 EXAMPLE MEMBERSHIP FORMS

Within the new Articles there was the ability for any person, who wished to become a member of the Company (The Trust) to lodge a written application for membership. A number of example membership application forms had been circulated.

There was a brief discussion on the forms. The Directors were of view that advice should be sought and it was **AGREED** to defer further consideration of this item until the next meeting

13. EXPENSES SUBMITTED BY THE SECRETARY

The Secretary's expenses of £549.45 for the period 1– 31 March 2013 were **APPROVED** and signed by the Chair.

14. REQUEST FOR ARTICLES OF ASSOCIATION

A request for a copy of both the initial and current Articles of Association had been made by a member of the community and the Director to whom the request had been made had not identified the lady in question. There was a discussion on the need for openness from both the Trust and the community in dealing with the business of the Trust.

On this occasion, it was **AGREED** that it was not necessary for the Directors to know the name of the requester.

15. HIGHLAND COUNCIL – ERROGIE SMIDDY

Alex Sutherland advised he had been approached by Highland Council Technical Services who had requested copies of the bat and species surveys which had been carried out at Errogie Smiddy for the purpose of acquisition of the land for the road alignment. These had duly been provided.

16. ALTERNATIVE VENUES FOR FUTURE MEETINGS

Alex Sutherland suggested that meetings of the Trust could be held in Foyers School, the Inverfarigaig Forest Centre as well as at the Stratherrick Hall.

It was **AGREED** that the Secretary would investigate the availability of the alternative venues suggested.

17. DATE OF NEXT MEETING

Wednesday 8th May 2013 at 7.30 p.m. in Stratherrick Public Hall

The meeting closed at 10.05 p.m.

Signed by Chair

Date
