



**MINUTES of the SPECIAL MEETING OF STRATHERRICK AND FOYERS COMMUNITY TRUST  
held in the WHITEBRIDGE HOTEL, WHITEBRIDGE on WEDNESDAY 10 DECEMBER 2014**

<b>Present</b>	Graeme Ambrose, Frank Ellam, Katie Ellam, Peter Faye, Sharon Ferguson, Zoe Iliffe, Hugh Nicol, Gordon McAndie, Stewart MacPherson
<b>Chair</b>	Ed Ley-Wilson
<b>In Attendance</b>	Fiona Ambrose (Administrator)
<b>Apologies</b>	Martin Donnelly

**1. WELCOME AND INTRODUCTIONS**

The Chair welcomed Gordon McAndie to his first meeting as a new Director. Letters had been received from Iona and Angus MacPherson thanking the Trust for the recent award of student grants. A Christmas card had been received from the Guides, Brownies and Rainbows.

The Chair advised that consideration of item 3 on the Agenda - Agree new responsibilities – would be deferred to a future meeting.

**2. MEMBERSHIP APPLICATIONS**

The Administrator advised that three new membership applications had been received.

The Directors **APPROVED** the three new membership applications.

**3. PROJECT CO-ORDINATOR'S ROLE**

The Directors considered some of the documents which had been drafted in relation to the proposed post of project co-ordinator and discussed, in depth, the following issues:

- Job role – goals and objectives - outcome based
- Competitive salary required
- Desire to seek match funding options to assist with costs of post
- Length of contract – 2 years minimum both to attract the “right” person and to allow them time to achieve specified outcomes
- Work location – most likely home based and using public places (hotels etc.) as appropriate.
- Employee v Contractor – Employee preferred as this would give the trust a level of control and ensure high level of commitment.
- Range of key skills required but prioritising project management and fund raising abilities.
- Project Co-ordinator post was clarified as being for the whole Community but line managed entirely by the Trust.

The Directors **RATIFIED** the Community Development Proposal Document and **AGREED** the next steps as follows:-

- a) That the community development proposal and other supporting documents be shared first with the Community Council and then with the wider community as appropriate.
- b) That third party funding opportunities be investigated for at least the first year of the Project Co-ordinator's salary.
- c) To continue to liaise with SSE to ensure continued support for the post
- d) To consult with the community in a variety of ways – for example holding an open evening or surgeries across the community area, placing the documents in key locations and sending out a questionnaire to every household
- e) Feedback from the community to be discussed at a Directors meeting in March or April and agree final details of the post (i.e. salary etc.) if the appointment is to go forward
- f) Finalise funding applications
- g) Advertise, interview and employ by approx June/July 2015

**4. TIMELINE**

The Chair highlighted the key actions for January within the Timeline

**5. AOB**

*Frank and Katie Ellam declared an interest and took no part in the following item*

**LAND AT FOYERS**

Peter Faye provided a brief update, advising that the only option was to widen the road at Riverside to gain access to the land.

The Directors **AGREED** that Peter should approach Highland Council planners for non-committal pre-application advice on the issue of access.

**6. DATE OF NEXT MEETING.**

Grant/Directors meeting – Wednesday 14<sup>th</sup> January 2015

The Meeting closed at 9.20 p.m.

Signed by Chair	_____
Date	_____