



**MINUTES of the MEETING of the STRATHERRICK AND FOYERS COMMUNITY TRUST LIMITED held at CRAIGDARROCH INN, FOYERS ON WEDNESDAY 4 NOVEMBER 2015**

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

**1. INTRODUCTION**

The Chair welcomed everyone to the meeting. This would be the last meeting of the Trust attended by Katie Ellam, Liaison Director as she was stepping down from the Community Council. The Community Council would consider the appointment of a new Liaison Director at their first meeting on 24<sup>th</sup> November.

The Chair, on behalf of the Trust, thanked Katie for all the work that she has carried out in the role of Liaison Director.

**2. MINUTES OF MEETING HELD ON 1 OCTOBER 2015**

Sharon Ferguson proposed, seconded by Gordon McAndie, approval of the minutes of the meeting held on 1 October 2015.

The Minutes of the meeting held on 1 October 2015 were **AGREED** as a correct record, **APPROVED** and signed by the Chair.

**Matters arising**

**Trust banner:** Steven Watson presented the Banner to the Directors. The Directors thanked Steven for progressing this matter and were pleased that it would be used at the annual Fireworks Display on Saturday 7<sup>th</sup> November.

**3. INVOICE & EXPENSES**

- a) Administrator – October 2015 (£367.35)
- b) Project Co-ordinator – October 2015 (£172.71). This sum included the cost of the banner (£90).
- c) Finance Director (£80.69). This related to expenses incurred over a 12 month period.
- d) Hire of Stratherrick Hall, 8 July, 12 & 27 August (£38.00)

The Directors **AGREED** to pay the invoices/expenses in the sums shown above.

**4. FINANCE & INVESTMENT STRATEGY**

The Finance Director reported that there was £693,727 in hand spread between 9 banks/building societies at the end of October.

**Legacy Fund**

The Chair referred to the three financial advisers who had made presentations to the Trust namely, MacKenzie Wealth Management which was local and quite small, Clarendon Financial Planning which was not local but was also quite small and John Home Wealth Management (St James Place) which was a large company but which had a local office.

The Directors made their views known on each of the three companies and discussed in detail the advantages and disadvantages of each.

The Directors **AGREED** that

1. They wished to start investing in a legacy fund
2. Clarendon Financial Planning was the preferred Company and
3. The initial sum to be invested was 25% of the income received in 2015, namely £140,000.

The Directors further **AGREED** that Clarendon Financial Planning be requested to make a formal proposal on the risk level of the investment and on the balance of the portfolio proposed.

*Martin Donnelly joined the meeting.*

## **5. APPOINTMENT OF ADMINISTRATOR**

The Chair advised that the Directors needed to progress the appointment of an administrator and to consider whether they wished to advertise an employed or self-employed position. In addition, there was the opportunity to add an additional task to the role, namely the production of a new community bulletin in an effort to provide a replacement for the Boleskine Bulletin. In determining whether the role should be employed or self-employed, the Directors also required to consider the amount to be paid.

The Directors **AGREED** that

1. The Administrator should be an employee of the Trust and that an hourly rate for a minimum of 7.5 hours per week should be paid, with any hours in excess of 7.5 per week being paid the following month. In line with home working and employment status, a number of expenses and allowances would be paid.
2. A quarterly bulletin should be produced from 2016, with a review to be undertaken after 12 months.
3. The job description of the Administrator be amended to include the production of a quarterly bulletin
4. The job description of the Project Coordinator be amended to include management responsibility for the Administrator.

*Graeme Ambrose left the meeting.*

## **6. APPLICATION FOR MEMBERSHIP**

The Directors **APPROVED** the application for membership from Carolyn Grant, Errogie House, Errogie and **REQUESTED** the Administrator to send out an AGM pack.

## **7. AGM**

The Chair advised that volunteers were required for a number of tasks in advance of, and at the AGM on Wednesday 2<sup>nd</sup> December.

The Directors put their names forward for the tasks identified and these were noted.

## 8. PROJECTS

A joint report by Peter Faye and Zoe Iliffe provided an update on the position on the land acquisition. A qualified acceptance of the Trust's offer had been received but there was currently no binding contract in place. The legal process was however continuing and the SLF had been kept fully informed on progress.

The Board noted that the conditions relating to the clawback would be contained within a Minute of Agreement which set out the agreed position, ie. that Ashdale will, for a period of 25 years, be entitled to receive 50% of any uplift in the value of the land if the Trust obtains planning permission for a non-agricultural use. The cost of agreeing the valuation at the appropriate time will be shared equally between Ashdale and the Trust.

In order to protect their clawback interest, Ashdale will also require the Trust to sign a Standard Security. This will be registered on the Trust's title and means that the Trust will not be able to sell, lease or mortgage the land without Ashdale's consent.

PF and ZI further advised that the only material point to be resolved related to future responsibility if contamination was found on the land. They explained that, usually when an owner sells land, they would either warrant that there was no contamination (and indemnify the buyer on this) or provide an environmental report to demonstrate the condition of the land at the time of sale. Ashdale have refused to do either.

If the Board accepts Ashdale's position, the Trust would be solely responsible for the cost of any decontamination works necessary to the land if contamination was ever found. This could potentially be very expensive depending on the type and extent of work required.

The Directors **AGREED** to instruct Macleod & MacCallum to (1) order an environmental report, (2) request why Ashdale had taken this position and request again that they bear the cost. It was further **AGREED** however that, if Ashdale absolutely refused to pay the cost of the report, the Trust would pay the sum of £244 for it. On receipt of the report, the Board could then take an informed decision whether to proceed.

## 9. PROJECT CO-ORDINATOR – UPDATE

A report by the Project Co-ordinator outlined the range of activities which he had been involved in during the month of October, including following up initial contact with existing community groups and providing help with grant applications as well as continuing to meet with a number of stakeholders within the area, in Inverness and elsewhere. He considered that the main issue which required attention was communication.

The Directors **NOTED** the range of activities both undertaken and planned.

### **Broadband**

Steven Watson and Sharon Ferguson provided an update on a recent meeting they had attended on Broadband.

There was a detailed discussion on the plans of BT to update the cabinet at Foyers and the improvement that this would have on only those living within a 1km radius.

The Directors **AGREED** that the Trust needed to carry out a survey to ascertain the demand for improved broadband provision and that it should work together with other communities within the Highland Council Ward 13 area.

Gordon MacAndie left the meeting during consideration of the foregoing item. Sharon Ferguson left the meeting.

**10. ACTION LIST/TIMELINE**

The Chair talked through the actions from the last meeting. She confirmed that a number of actions were complete, some were ongoing and a number were covered in reports on the Agenda.

The Timeline was reviewed and would be updated to reflect the current position.

**11. FUNDERS TEAM**

The Directors **NOTED** the position on the following developments.

- Corriegarth – A copy of the signed agreement had now been received.
- Garrogie Hydro Scheme: The Chair of the Community Council had indicated that the scheme was to be commissioned by the end of the year. There was a need to contact Charles Connell as a matter of urgency to secure community benefit.
- Knockie Hydro Scheme: It is believed that the Forestry Commission will not be requesting Green Highland Renewables to amend their offer of community benefit but written confirmation of this is awaited
- Abercalder Hydro Scheme: Abercalder was due to be commissioned before the end of the year. There was a need to contact Alex Catto as a matter of urgency to secure community benefit

**12. QUARTERLY GRANT AWARD REPORT**

The Directors **NOTED** the report which outlined the grants made in the previous quarter.

**13. DEFIBRILLATORS**

The Chair advised that Gordon McAndie had requested that the Trust purchase a number of defibrillators to be placed throughout the community.

Reference was made to a charity which provided a grant towards the cost of the defibrillator with the remaining sum being raised by the community.

The Directors **AGREED** that this idea should be progressed.

**14. DATE of NEXT MEETING**

- a) AGM – 2<sup>nd</sup> December 2015
- b) Grant Meeting – 9<sup>th</sup> December 2015

*The Meeting closed at 10.00 p.m.*

Signed by Chair	_____
Date	_____