



**MINUTES of the MEETING of the STRATHERRICK AND FOYERS COMMUNITY TRUST LIMITED held at STRATHERRICK PUBLIC HALL ON WEDNESDAY 3 AUGUST 2016**

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

**1. INTRODUCTION**

The Chair welcomed everyone to the meeting and called for any **Declarations of Interest**. Gordon McAndie **declared an interest** in relation to the Grant application from Stratherrick and Foyers Community Council and Stewart MacPherson **declared an interest** in the Grant application from Foyers Fire Station Community Fund.

The Chair updated that the Scottish Government's Stronelaig Wind Farm appeal had been successful and The John Muir Trust had confirmed they did not intend to appeal the decision. It was likely therefore that Stronelaig would now go ahead and the impact on the community will be very substantial in the future in relation to the amount of community funds available.

**2. MINUTES – 6 JULY 2016**

Peter Faye asked for clarity of item 9 in relation to the request for funding assistance. Peter felt that the Minutes did not quite reflect what the Board has agreed to seek SSE's comments on and recommended the minute be amended to '... possible use of grants specifically for improvements/adaptations to individuals' properties on medical grounds.' Directors **agreed** this more reflected the previous discussion and that the minute be amended.

Subject to the above amendment, the adoption of the Minutes were **proposed** by Peter Faye and **seconded** by Gordon McAndie.

**Matter arising**

***Frank Ellam left the meeting during discussion of the following item.***

The Chair updated directors that the Finance Director, Frank Ellam is moving out of the area mid-August and, although this was originally proposed to be an item for September, the matter needed to be brought forward as otherwise the Trust would have a period of two – three weeks without a Finance Director.

The Chair advised directors that Frank had therefore **formally resigned** as an elected director this evening but that he was happy to be co-opted back onto the Board if the Directors agreed.

The Chair therefore **proposed** that the Trust co-opt Frank Ellam back onto the Board as Finance Director. Hugh Nicol seconded and **Directors agreed and Frank Ellam was duly co-opted to the Board as Finance Director.**

*Frank Ellam returned to the meeting.*

### **3. GRANT APPLICATIONS**

#### *Student*

- a. Angus McGruer
- b. Owen Easter
- c. Cameron Jones
- d. Luke Burgess

The Board **approved** all four student grant applications, **£500** each, with a condition attached to the grant awarded to Luke Burgess being subject to receipt of confirmation of enrolment.

#### *Sporting*

- e. Alex Sutherland

The Board **approved** the sporting grant application of **£250**.

#### *Non-constituted Group*

- f. Nicol Football

Peter Faye gave a brief summary of this application. They would like to buy football kits, medical kits, pay referee fees, purchase goalposts. When they are not playing they will leave the goalposts on the field so that other community members may go down and make use of them. The group are proposing to wear black and gold colours representing Boleskine. The Board commented they would be pleased to see use of the land purchased by the Trust, especially with the positive effects of exercise. The group are in the process of forming a constituted group. The Stratherrick and Foyers Community Trust will be printed as the sponsors printed on the football shirts. The Group will maintain the area of ground they use.

The Board **approved** £955.91 – subject to the following four conditions: -

- *The club adopts a Constitution and opens a “Club” bank account.*
- *The club keeps the community informed of its activities and actively encourages new players and members.*
- *The club maintains an area of land at Lower Foyers for all to use.*
- *The club adopts the SFCT Ltd logo on kits and on all publicity material.*

***Stewart MacPherson left the meeting during discussion of the following item.***

*Main*

- g. Foyers Fire Station Community Fund

The Board **approved** a grant of **£2000** plus retention by Foyers Fire of the £90 underspend from last year's grant.

***Stewart MacPherson returned to the meeting.***

***Gordon McAndie left the meeting during discussion of the following item.***

- h. Stratherrick and Foyers Community Council

Hugh Nicol introduced this item. The grant application had two elements, the first for three defibrillators at prime spots in the community – Whitebridge Hotel, Lower Foyers (caravan site) and one at Upper Foyers (at the Waterfall Café and Post Office), and second to cover the estimated cost for the year of the Council paying for a minute secretary.

At the request of the Community Council, the Board **agreed to defer** the second element of the application relating to the minute secretary's costs until the Council's constitution could be updated/amended where necessary.

The Board **approved** the first element of the grant for the defibrillators, cabinet and installation in the sum of **£7,000**.

***Gordon McAndie returned to the meeting.***

#### **4. GRANT UPDATES**

- a. Mr Mackenzie-Bentley (Energy)

Project Co-ordinator gave an update on this deferred grant. Warm Works, who operate the government scheme, have said they will look to see if they can pay for and install the new oil tank. Therefore the application remains on hold until the applicant receives a decision from Warm Works.

The Project Co-ordinator asked the Trust to be ready to accept the application if Warm Works cannot pay for and install the tank. The Board **agreed** to again defer the application and to review should there still be a need for further funding following the Warm Works' decision.

- b. Friends of Whitebridge Church Hall Committee (Group)

This grant application was deferred at the last meeting due to a lack of constitution and quotes. Since the last meeting, the Highland Council has also carried out some work to the road fronting the hall which appears to have been effective in taking some of the excess water under the road and away from the ground around the hall.

The group has now created the 'Stratherrick Finance and Fabric Committee' and adopted their own constitution.

The Board noted:

- The hall is used by others local groups, not just the church and its congregation.
- Lay members can be nominated to the SFFC committee.
- As this is a small project it is proving difficult to obtain further quotes. However, one contractor (who was not interested in formally quoting for the work) had reviewed the initial quote and felt that the plans and costs were fair.
- Even though the work to the road's drainage has reduced the problem, the work is still required and the group wishes to continue with their application.

The Board **approved** the grant of £3,165.

c. Knockie Trust (Group)

The Board **deferred** this grant until the queries in relation to their capital funds are resolved.

d. Boleskine Community Care (Group)

The Group were awarded a grant of £60,000 in March 2015, when the first £10,000 was paid. The group have submitted their six monthly progress report in accordance with the grant conditions. The group have requested the next instalment of £10,000.

The Board noted from the report that the leasing of the unit at lower Foyers had still not happened and that the group were therefore holding an undisclosed surplus of the initial £10,000 instalment. The Board therefore **deferred** payment of the next instalment to seek clarification on the surplus being held by the group. The group therefore be requested to provide a breakdown of the spend of the first instalment.

This item will be a **grant update** at the next meeting, 7 September 2016 if the requested information had been provided.

## 5. FINANCE/INVOICES/EXPENSES

Frank Ellam presented the Finance Report and the Trust's management accounts to the Board. As 30 June 2016 was the end of the financial year the accountants would shortly be producing the Trust's annual accounts based on these figures.

Directors noted the contents of the Finance Report and Management accounts and **approved** the Project Co-ordinator's expenses for July in the sum of £154.23 and the Administrator's expenses for July in the sum of £134.13. Directors also noted the Administrator's Timesheet for July and approved the additional hours due to the Administrator of 5.2 hours.

Directors finally noted and approved the claim for expenses from Stewart MacPherson –in the sum of £45 being the cost of a jacket for the Project Co-ordinator.

## **6. FUNDING DECISION REQUEST**

For the benefit of those directors who had not been present at the last meeting, the Chair recapped the circumstances of this request for assistance in respect of disability adaptations to a local property, with a cost estimate of £48,000. There is the possibility that funding may be awarded by Highland Council of £18,000, but the full adaptations obviously require additional funding. This is a substantial shortfall of £28,000. As agreed at the last meeting, the Chair advised that she had approached SSE to ascertain their views and advised the Board that SSE felt they could not award a grant in this amount for this purpose without first making changes to the Trust's Articles (which of course can only be done by resolution of the Members) and without first creating a new grants process which would have to be developed and approved by SSE. Therefore, at the present time, the Trust could not provide financial assistance by way of a grant. However, an asset purchase by the Trust may be possible and may assist. The Trust's Articles already permit asset acquisitions and the Trust would retain an asset rather than award a grant.

The Highlands Small Communities Housing Trust (HSCHT) may also be able to assist.

Directors agreed that this should be investigated further and Peter Faye and PCO agreed to meet with the family involved and HSCHT to explore options.

## **7. CO-OPTION OF LIAISON DIRECTOR**

Directors noted that, whilst Martin Donnelly had expressed his intention to resign, he had not yet formally done so. Directors agreed that the Chair and/or the Project Co-ordinator would contact Martin again to request that he submit his written resignation in order for the Trust to notify Companies House and to enable the Community Council to nominate a new liaison.

## **8. ACTION LIST/TIMELINE**

The Chair ran through the Action List from the previous meeting and reviewed the Timeline for the coming month. Directors noted the actions required.

## **9. UPDATE REPORTS**

- a. An update report was received from the Project Co-ordinator – broadband survey responses were still coming in; we have now received over 100 responses. The lightbulb scheme going well and has been extended into August.
- b. Energy Team – home energy grants still slow coming in.
- c. Foyers Bay – discussions ongoing in relation to the layout and running of a proposed project including the possibility of fees being charged to visitors for launching vessels but the same being free to our community.

## **10. AOCB**

The Project Co-ordinator advised that an Energy Saving Grant Application had been received for the installation of double glazing and the applicant had requested that the application be considered earlier than the next grant meeting in October to

enable the work to be undertaken before winter. Peter Faye agreed to assess the application and to submit his report to the September meeting.

The Chair advised that she and Peter would be away from 26 August to 3 September 2016 and Sharon Ferguson should be the contact during this time. It was also noted that the Administrator would also be on leave between 28<sup>th</sup> August and 4<sup>th</sup> September inclusive.

Finally, the Chair reminded directors of Sir Frederick's attendance at the September meeting to update the Board on the Trust's investments.

**11. DATE OF NEXT MEETING**

Wednesday, 7 September 2016 – (proposed venue - Foyers Primary School)

*The meeting closed at 10.15pm*

Signed by Chair

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Date

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