



**MINUTES OF THE MEETING OF THE STRATHERRICK AND FOYERS COMMUNITY TRUST HELD AT STRATHERRICK PUBLIC HALL, GORTHLECK AT 7.00pm ON WEDNESDAY, 7 FEBRUARY 2018**

**Present** Peter Faye, Zoe Iliffe, Frank Ellam, Julie Murphy, Garry Page, Hugh Nicol, Ken Sinclair, Jim Cameron, Sharon Ferguson

**Chair** Peter Faye

**In Attendance** Steven Watson (Project Co-ordinator), Laura Walker-Knowles (Administrator)

**Apologies** Stewart MacPherson, Caroline Mortimore

**Declarations of interest**

Sharon Ferguson **declared an interest** in Group Grant Application by Stratherrick Primary School Parent Council and Jim Cameron **declared an interest** in Group Grant Application by Stratherrick and Foyers Community Council.

**1. INTRODUCTION**

The Chair welcomed everyone to the meeting.

The Chair thanked the Directors undertaking a complex grant assessment.

The Chair commented that the Trust's broadband scheme continues to gain momentum.

In relation to Stronelairg, the Chair is in the process of arranging a meeting with SSE and has further contacted them today. Further to the last Trust Board Meeting and the Stratherrick and Foyers Community Council meeting with SSE, the Chair advised the Trust will discuss any SSE conditions at the aforementioned SFCT/SSE meeting.

**2. MINUTES – 10 JANUARY 2018**

Zoe Iliffe **PROPOSED** and Garry Page **SECONDED** and the Minutes of the Board meeting held on 10 January 2018 were thereafter **AGREED** as a correct record and **APPROVED** and signed by the Chair.

**Action  
by**

## **MATTERS ARISING**

### **Corriegarth and Greencoat**

The Finance Director had explained to Greencoat the sensitivity of applicants having to pass on personal information in relation to grant applications. Greencoat's response was that it would not be a problem in relation to data protection, so please pass on the details. The Finance Director will contact Greencoat again as the Trust's query has not been fully answered.

### **Student and Sporting Grant Application Forms**

Directors are underway with a full review of all the forms and grant processes with Project Co-ordinator.

### **Apprenticeship**

The Board noted that there are only two Directors on the apprenticeship team, but three people need to attend the joint apprenticeship board meetings.

### **Project Directors**

Stewart Macpherson will be asked to join the Events and PR team.

### **Lower Foyers Unit**

Gas and Electrical Certification is satisfactory.

The Board noted that both contractors happy to split the work on the unit.

*Chair to finalise details and timing.*

*PJF*

### **Hardship Grant/Knockie Trust**

PCO has produced a draft Concordat which sets out some basic terms of an agreement with the Knockie Trust. The Knockie Trust are keen to discuss this. The Trust needs to take care it does not contravene its objectives, articles and Memoranda of Offer. The Finance Director highlighted that the Corriegarth fund refers directly to charitable objectives.

*Discuss with Ian Bateman.*

*Grants  
Team &  
PCO*

### **Contact the BBC**

The BBC stated that the programme was not archived or still available so they will not be issuing an apology.

## **Timeline**

The Chair will amend and circulate.

*Sharon Ferguson left the meeting for the next item.*

### **3. GRANT APPLICATIONS**

#### **GROUP**

##### **(a) Stratherrick Primary School Parent Council**

**Purpose of Grant:** Take the school to swimming lessons in Inverness.

**Amount Requested:** £1,400

The Board **APPROVED** the Grant in the sum of **£1,400**.

**Fund:** Glendoe

*Sharon Ferguson returned to the meeting.*

*Jim Cameron left the meeting for the next item.*

##### **(b) Stratherrick and Foyers Community Council**

**Purpose of Grant:** Annual cost of Minute Secretary.

The Finance Director queried if there had been an underspend of a separate grant relating to the toilets. PCO advised the account for the toilets will be settled later in February. Any underspend will be returned rather than be deducted from this grant application. The PCO had made enquiries in relation to recent water meter readings for the Public Toilets and they appear as expected, indicating no burst pipes or taps left running.

**Amount Applied For:** £1,215

The Board **APPROVED** the Grant in the sum of **£1,215**.

**Fund:** Dunmaglass

*Jim Cameron returned to the meeting.*

#### **STUDENT**

##### **(c) Iona Macpherson**

**Purpose of Grant:** Educational materials and transport costs.

**Amount Requested:** £500

The Board **APPROVED** the Grant in the sum of **£500**.

**Fund:** Aberchalder

#### 4. **FINANCE**

The Finance Director updated the figures in the recent report. Total bank interest deposited was £227.03 at the end of the month. The closing balance was £694,534.10. The Finance Director then took the Board through the Management Accounts, highlighting that the income from legacy funds is rolled into extra units.

The Finance Director explained to the Board that in the balance sheet are tangible assets which depreciate in the expense account in the profit and loss, against their expected useful life. It would be preferable that the Trust did not keep assets on the balance sheet that did not have an ongoing value to the Trust, in this case the broadband equipment and the noticeboard. Items of plant and equipment are not recognised as assets when it is probable that future benefits do not flow from them. In relation to the broadband equipment there is no economic benefit to the Trust. However, in relation to the Noticeboards the financial advice had been that there was potential for sale of these assets and a financial benefit to the Trust. The Board felt that whilst this may be the case, any sum realised would be very nominal and of little value. The Finance Director advised the Board that the Trust could donate the boards to the Community Council with an undertaking that for their useful life of 15 years the Trust would maintain them.

*Speak to Catrina at SFCC re donation of six noticeboards, plus maintenance.* JC

The land at Riverside remains the same value. Office equipment continues to depreciate. Investments into the legacy fund are £209,615 and the Board noted they continue to perform well.

Creditors comprise the grants approved that the Trust are paying over an extended time, including Friends of Inverness Royal Academy, Stratherrick Public Hall and the Boleskine Community Care operating grant.

Foyers Bay currently has no economic benefit to the Trust, should benefit flow from the Bay a small group could be formed to absorb any cash benefit. Expense relating to construction works could be written off the balance sheet.

The Board discussed how to show the new medical adaptations grant within the management accounts. The Board decided that it should be an identifiable separate line within the accounts.

The PCO highlighted that the Trust had received an invoice from HRI Architects for £5,358 including VAT which is due for payment.

The Board then considered the following invoices and expenses.

- (a) Book-keeping invoice (FE) for January 2017 £262.00
- (b) Administrator Expenses (LWK) for December 2018 £99.83
- (c) Administrator Timesheet (LWK) for January 2018, no overtime
- (d) Project Co-ordinator Expenses (SW) for January 2018 £176.69
- (e) Invoices
  - i. Wallace Stone, £756.00
  - ii. Ord Storage, £2.34

The Board **APPROVED** the payment of (a) – (e) (i) – (ii) above.

*Request quarterly/six-monthly/annual billing from Ord Storage.*

*LWK*

## **5. RIVERSIDE FIELD**

### **HRI Munro Architects**

The architects were formally instructed in April 2017. Communication from the firm has been infrequent and the Trust has repeatedly had to chase them. The individual architect that was dealing with the project has now gone on long-term sick leave. HRI sent the Trust a questionable invoice before Christmas, with no breakdown of costs. Further to querying that invoice a larger invoice has been submitted, which contains expenses that are difficult to reconcile. HRI appear to be billing for survey and ground condition reports, design of access and soil condition report all done by third parties and there are also charges for unknown printing. The Trust also appear to have been billed for visits that are not recorded or were notified and expenses associated with that travel. All Directors confirmed that they had not been approached by HRI and given notice that they were attending the site. It was noted that HRI were not on site when Fairhurst were working. The PCO recommended that issue should be taken with the invoice received. HRI seem to have seriously underestimated their costs for phases one and two and Fairhurst has charged for phases one, two and three, although the project is yet to reach completion of phase two.

The Board were disappointed with the approach and attitude of HRI and also commented that they felt that the tenders received for the access construction were extremely high. The PCO had contacted Alec MacLeod from the Forestry Commission and he

has passed the Trust details to *R Vicar Consulting* to give an opinion on the form of access currently proposed.

Since the HRI architect has gone off sick one of their colleagues has been in touch with the Trust and HRI has offered to come along to a meeting with the lowest priced tenderer, Macgregors.

A Director asked why a car park was to be installed prior to development. The Riverside Team explained it is a basic carpark required for site visitors, so as to avoid congestion on Riverside. The Board discussed the size of the carpark and noted that it is the only suitable location for access and therefore the best place for the carpark.

Prior to any further discussion the Riverside Field Team will look at alternative means of achieving an acceptable access.

*Circulate document relating to HRI invoice.*

*PCO*

*Contact George Campbell, Newtonmore.*

*PCO*

*Attend HRI Architects.*

*PCO &  
Team*

## **6. BROADBAND UPDATE**

The Team Lead gave an update. Cromarty Firth Wireless Networks have employed two additional engineers. The Whitebridge Hotel is now connected as well as further properties. New requests to join the scheme continue to be received.

The Board noted that a recent applicant for the Broadband voucher scheme by a resident of Riverside, Lower Foyers had been refused, with the reason given that Fibre installation is imminent in the area. The Board discussed the suggestion of BT Fibre installation in the area in general and confirmed that they consider the Trust should continue with its own network, as the infrastructure and information currently available all points to it being some time before BT Fibre is rolled out in the area.

*Issue public Trust Broadband update.*

*SF*

## **7. ENERGY UPDATE**

The Energy Team updated that various options had been considered for bulk purchase of fuel/power, however they would attract complex financial processes.

A revival of another "whitegoods scheme" remains an option. It was a popular scheme and to run another one would benefit the community by increasing energy efficiency and associated costs and the Trust's grant spend would in turn increase.

The Board discussed the benefits and it was suggested that a community project to generate cheaper electricity may be beneficial.

The Board noted that RES (Aberarder), have suggested they will put half of the Community Benefit Fund to their local residents' electricity bills, although they have released no details. The team also discussed a rechargeable torch/headlamp scheme for residents.

*Sharon Ferguson left the meeting at 9.05 p.m.*

## **8. FOYERS BAY UPDATE**

The Team are meeting with McGowans in relation to general civil engineering work at Foyers Bay.

The PCO has submitted an application to the Highland Sustainable Regional Energy Fund for funding to construct a club house/office/hall to be located at the bay, which could be used by the Trust and the community. The PCO has also drafted up specifications for fencing and clearing at the site.

The Board noted the requirement to agree Licences to Occupy with the fishing clubs. Basic Licence Agreements are to be formulated for consideration.

A general discussion ensued around identifying and ranking grant applications and projects such as the new slipway, when considering other potential needs in the community, where there may be community members in unfortunate circumstances. The method of identifying such people was discussed, along with the general role of the Trust its and objectives and aims. The Board does have some charitable aims but noted it does not enjoy charitable status and is not a charity.

The Board noted that the development of Foyers Bay addresses several of the Trust's objectives.

The Board agreed on the need for the Trust to identify significant projects and opportunities, whilst continuing to advertise what it can and can't fund. It was agreed that the Trust is here to distribute community benefit funds primarily for the benefit of the Community as a whole and should strive for the provision of legacy projects that benefit the whole community.

The Board commented that the Trust supports Boleskine Community Care and the Knockie Trust, with both of these groups striving, amongst other aims, to address the needs of individuals in the Community.

## 9. LIAISON DIRECTOR UPDATE

The Liaison Director ran through his report and updated on the SFCC meeting with SSE prior to the regular recent Community Council meeting. It is anticipated that the Stronelairg money will likely be split to the Trust at 50%, with 40% to Fort Augustus Community Company and 10% to Laggan, although SSE have yet to confirm these percentages. There will be initial short-term payments to Glengarry and Spean Bridge over the first three years of the twenty five year payment period, these taken from the overall funds. SSE are keen to see possible joint ventures between SFCT and FACC. SFCC made it clear to SSE that they had complete confidence in the Trust.

### **Etape Loch Ness**

This event is scheduled for 29 April with 5,600 entrants.

### **Stronelairg**

Heavy snow has reduced activity and deliveries on site and construction and associated traffic may run into the summer months.

## 10. PROJECT CO-ORDINATOR'S UPDATE

The PCO advised the Board he was pleased with the discussions between SSE and the Community Council. It is hoped that these discussions will permit consideration of the projects outlined in the "We can do it with SSE and Stronelairg leaflet.

In relation to Foyers Bay and Riverside field construction, Alec Macleod from the Forestry Commission has directed the Trust to Frank McCulloch of Arvika Consulting who has considerable experience in similar projects.

The PCO was disappointed at the number of grants received for this round and it is an action on him to encourage more applications for the next deadline. PCO intends to give Directors a supply of grant and membership application forms for distribution, particularly to any new residents.

The Board discussed the current high volume of usage on the website. The PCO requested that the Calico (website host) capacity be doubled, at the cost of £192.00 per year. The Chair advised he would explore a few other technical possibilities and issues before the capacity was increased.

*Reminder for articles/information for the next edition.*

*PCO*

## 11. AOCB

### (a) Riverside Field

The Trust had received a request from a local resident to use a metal detector on Riverside Field. The Board are happy for this to go ahead and will issue a plan delineating land owned by the Trust.

*Contact to advise ok and send plan.*

LWK

### BCC Lunch Club Grant

The Trust has now received the required additional information for the Lunch Club grant awarded in December 2017.

The Board **approved** the release of the funds in the sum of **£1,000**.

### Stratherrick Public Hall

The Chair read out a letter received from the Trustees of the Hall, thanking the Trust for the donation of £200 raised at the Christmas Ceilidh.

### Stratherrick Film Club

The Heritage Group had mentioned funds to buy a new projector. It was suggested that the Trust could purchase a new projector and make it available for all Community users. The Trust will investigate this and a proposal to replace the screen in the Hall. A budget of £1,000 was approved.

*Quotes for projector and screen.*

PCO

### Summer Event

The Board discussed ideas for a summer event.

Outdoor Theatre performance (weather is a factor but could be well supported)

Mini Highland Games

Hill Run

Refreshments/ Beer Tent (licence required)

Catering – hog roast/veg option

Live Bands/entertainers

Welfare facilities

Event may have to be ticketed and marshalled.

*Investigate costs.*

JM

*Requirement for Public Events Licence.*

PCO

### **Single Track Roads and Passing Places.**

The Communications Team has a leaflet highlighting the “dos and don’ts” for drivers on single track roads. This information is to be published in the next edition of the News.

The suggestion was to put in the News initially and if a further demand was noted, to print further copies and distribute in the area.

*Check tourist group not printing something similar.*

JM/PCO

### **Brownies, Guides and Rainbows**

The Chair reminded the Board that the Trust are invited to the presentation tomorrow evening, 8 February 2018. Caroline, Peter and Garry will be attending.

### **Boleskine Community Care**

The Board discussed this and the decision in relation to payment was deferred until the next meeting to allow time for assignation of the lease from HIE, which would significantly change BCC’s operational funding requirements.

## **12. DATE OF NEXT MEETING**

Wednesday, 7 March 2018 Stratherrick Public Hall, Gorthleck.

*The Meeting closed at 10.20 p.m.*

Signed by Chair (PJF) \_\_\_\_\_

Date \_\_\_\_\_