



MINUTES OF THE BOARD MEETING OF THE STRATHERRICK AND FOYERS COMMUNITY TRUST HELD AT STRATHERRICK PUBLIC HALL, GORTHLECK AT 7.00pm ON WEDNESDAY, 5 JUNE 2019

Present Peter Faye (PJF), Frank Ellam (FE), Zoe Iliffe (ZI), Ken Sinclair (KS), Olaf Olsen (OO), Gillian McIntyre (GM), Margaret Cormack (MC), Sharon Ferguson (SF), Ian Bateman (IB)

Chair Peter Faye

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

Apologies Garry Page (GP)

Declarations of interest No declarations of interest.

1. INTRODUCTION

The Chair welcomed everyone to the meeting and thanked all for the timely submission of written reports.

2. SSE COMMENT ON LARGE GROUP GRANT APPLICATION

SSE have reviewed the grant assessment and commented they are in agreement with the content and did not feel it necessary to attend this evening. They also noted that efforts by both organisations in improving communications was “evidenced by the strength of this application”.

3. MINUTES – 1 MAY 2019

Subject to a minor amendment at Minute 4, Wildside Classroom the monthly “cost expected from a local person” be amended to “fee to a local person.” The Chair highlighted the inclusion of an additional statement at Minute 5, Riverside Field and the Board confirmed that was in order.

Zoe Iliffe **PROPOSED** and Gillian McIntyre **SECONDED**, and the Minutes of the Board meeting held on 1 May 2019 were thereafter **AGREED** as a correct record and **APPROVED** and signed by the Chair.

Actions

The updated financial strategy is on the website. SW is summarising the Riverside field responses. The cutting of a demonstrative path is postponed until after nesting season. Knockie Trust information will be in the News. Website updates

**Action
by**

are ongoing, including update of version to allow mobile viewing. The Foyers Bay update is also on the website and all new Membership Certificates have been sent out.

4. FINANCE/INVOICES/EXPENSES

The Board had reviewed and noted the Finance Report. A small amendment was required at item 1; Business Stream relates to water.

FE updated the report but advised that he had not been able to check whether the Stronelaig community benefit payment had been received that day as he had been travelling.

Suggested budgets from Team Leaders have already been submitted, apart from Foyers Bay and the Broadband project (budget will be available next week after the team meet with Cromarty Firth Wireless Networks). The Wildside team will check their recent expenditure forecast and revert to FE.

5. GRANT APPLICATIONS

STUDENT

(a) Hannah Kelly-Tay

Total Project Cost: £500
Amount applied for: £500

Purpose of grant: Student costs.

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

Fund: Glendoe

GROUP

(b) Well-being Group

The Board noted that the assessment was not, as yet, ready for determination and the assessing Directors will let the group know. The Board also noted that completion reports for the last two grants are outstanding and it is hoped to present the grant at the next meeting.

The grant application was **DEFERRED**.

ENERGY SAVING GRANT

(c) Carolyn E Grant

Total Project Cost: £10,080
Amount applied for: £500

Purpose of grant: Replacement of oil boiler.

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

Fund: Glendoe

GROUP LARGE GRANT

(d) Boleskine Community Care

Total Project Cost: £103,989
Amount applied for: £103,989

Purpose of grant: Funding for core operational costs, including running costs of the base (the Foyers Hub) and a 50% contribution toward the cost of the Care Co-ordinator. In this case the amount of the grant approved is lower than the amount requested because the Trust is not permitted to fund the cost of electricity or LPG under the rules set out by the Trust's funder.

The Board **APPROVED** the grant in the sum of **£75,755**.

Fund: Dunmaglass

6. POSITION OF CHAIR

The Chair reminded the Board that at the AGM in October 2019 a new Chair will be officially appointed by the newly formed Board.

An informal election occurred and the Board provisionally elected Margaret Cormack as the new Chair with Gillian McIntyre volunteering to be Vice Chair.

7. WILDSIDE – RETENTION OF CARETAKER/CLEANER

The team had put together a draft contract for tender to provide janitorial cover for the Wildside Centre which the Board had reviewed. The Board discussed the requirements and the need for flexibility as use of the facility increases, including timesheets and performance review.

The Board discussed registering as a Living Wage Employer with the Poverty Alliance.

Action: Review and refine duties and basis of contract.
Action: Wildside on July agenda.

Board
LWK

8. MOBILE TELEPHONE AND WI-FI AT WILDSIDE

Mobile

An EE 4G signal is available in the Wildside property area. The Chair has a Trust handset for use in the property. The Board were happy with the £10 a month cost for twelve months to facilitate an immediate comms facility.

Wi-Fi

The Board reviewed the paper and options and agreed with the purchase of a 4G broadband device for £40 per month on a rolling contract with 30 days notice, subject to EE being able to provide an adequate service.

9. CONSIDERATION OF HOUSING PROVISION

The Board had reviewed the provision of housing paper and had mixed opinions on the Trust entering the housing market. Suggestions included the Trust working independently or with potential match funding, or with Highland Small Communities Housing Trust or Albyn Housing. The Board discussed if the Trust's objectives and articles made provision for this. A consultation with the community would be the first step to calculate demand and the Trust will request from HSCT and Albyn the previous quantification of demand in the area.

It was suggested that the Trust needs a strategy before further consideration and an up to date housing needs survey should also be carried out.

The Board discussed different requirements of housing, such as affordable and sheltered. The Board felt it should not rush in and should have an open day before anything else progressed.

The Board noted the Rural Housing Fund may contribute up to 80% to the costs of construction, but there are time constraints on applications and project completion.

The Chair asked if any Directors would volunteer to lead after his departure and the Board suggested co-option of a Director with skills in that particular area.

Action: Housing survey information.

Action: Housing – agenda item next month.

SF
LWK

10. CONTRACT OFFER PAGE ON WEBSITE

In response to local comment the Board discussed the implementation of a specific page on the SFCT website, where anticipated works and supplies could be advertised, inviting expressions of interest from appropriate contractors and individuals. Discussion also occurred around a suggested

minimum anticipated value of contracts to be posted on such a page.

The Board **APPROVED** the minimum value in the amount of £1,000.

The Board **APPROVED** instigation of a web page requesting interested parties to express an interest in undertaking specific works on behalf of SFCT.

11. WILDSIDE: BUSHCRAFT COURSES

The Board discussed the report and the suggested company offering to provide the courses and if they were the only company that could provide the service. The Board noted the proposal is of a commercial nature and the agreed that should any business wish to utilise Trust property, then a commensurate consideration would be necessary. The Trust discussed setting appropriate rates for hiring the facilities.

12. QUARTERLY REPORT APPRENTICESHIP SCHEME

No update.

13. QUARTERLY REPORT RIVERSIDE FIELD

The Board noted the paper and that Community feedback is being collated.

14. MONTHLY BROADBAND TEAM UPDATE

This item was discussed after item 10 and before item 11.

The Board noted that BT have confirmed they will have the additional fibre optic line to Stratherrick Public Hall installed and functioning by 25 June. An alternative network involving Corriegarh and Toad Hall has been identified and the necessary infrastructure and equipment are currently under construction.

The details of exact proposed costs will be finalised after the team meet with Cromarty Firth Wireless Networks in the coming week.

The team confirmed the £60,000 budget spend discussed is part of the original approval.

Sharon Ferguson left the meeting at 21.17 hours.

15. SUMMER EVENT

SW has checked and confirmed the Trust's Public Liability insurance covers the event.

The Board noted the costs.

Action: Any further responses to GM by the end of the week.

Board

16. PROJECT CO-ORDINATOR'S UPDATE

The website digital storage and operating space is again reaching capacity. SW has authorised additional capacity to prevent a system failure or interruption.

SW attended an SSE seminar course presented by a third sector consultant concerning sustainability, which he stated was very interesting and worthwhile. There were numerous Development Trusts that receive funds from SSE in attendance.

SW confirmed the next edition of the News is ready for publication subject to a small number of minor amendments and additions.

17. SIGNATURES AND FOOTERS ON E MAILS/CORRESPONDENCE

GM has requested all use a uniform footer on email and other correspondence. Directors were reminded that this is a legal requirement when communicating with third parties.

Action: Circulate template e mail footer.

GM

18. MEMBERSHIP APPLICATIONS

The Board noted applications from Mark Grubb, Rob Sheldon, Kit Cameron, Jillian Barclay, Chris Lewis, Donald Campbell and Margaret Campbell.

Action: Send out Membership Certificates and Letters.

LWK

19. AOCB

Fund

FE advised the Board that some of the Trust's funds which were previously invested with an investment company that had experienced difficulties have been transferred timeously to alternative investment vehicles. The Trust's advisors, Clarendon Financial Planning confirmed they undertook the transfer some time prior to the aforementioned company's difficulties, so mitigating the possibility of losses. The Board expressed appreciation of Clarendon's expertise in anticipating the circumstance.

Foyers Bay

An email had been received from the proprietor of the old Pay Office at Foyers Bay, who intends to use the property as his

residence, enquiring as to the future management of the proposed boat yard and storage area. The Chair will respond.

Action: Respond to proprietor.

PJF

20. DATE OF NEXT MEETING

The date of the next meeting, 7.00 p.m., 3 July 2019, Stratherrick Public Hall.

The Meeting closed at 10.10 p.m.

Signed by Chair (PJF) _____

Date _____