



MINUTES OF THE MEETING OF THE STRATHERRICK AND FOYERS COMMUNITY TRUST HELD AT WILDSIDE, WHITEBRIDGE AT 6.20pm ON WEDNESDAY, 8 JANUARY 2020

Present	Frank Ellam (FE), Zoe Iliffe (ZI), Karla Stewart (KS), Jillian Barclay (JB), Kirsty Balfour (KB), Chris Finlay (CF), Russell Bain (RB), Olaf Olsen (OO), Margaret Cormack (MC), Gillian McIntyre (GM)
Chair	Margaret Cormack (MC)
In Attendance	Laura Walker-Knowles (LWK), Administrator, Mike Hicks (CFWN)
Apologies	None
Declarations of interest	None

1. INTRODUCTION

The Chair welcomed everyone to the meeting and wished everyone a Happy New Year.

2. PRESENTATION BY MIKE HICKS OF CROMARTY FIRTH WIRELESS NETWORKS (CFWN)

The Chair introduced Mike Hicks of CFWN to the Board. Mike introduced his presentation to the Board and, for the benefit of new Directors, gave an overview of the broadband situation from 2005 to date and the background to the involvement of CFWN in the Stratherrick and Foyers area. ZI explained that delays with the 2017 BT Superfast Broadband scheme had led to the Trust setting up the local independent broadband scheme. The Board discussed the BDUK grant scheme and noted that it had finished with no plans to reintroduce it.

The Board discussed cost benefits and possible sharing of costs of future installation between CFWN, the Trust and the resident.

The Board considered the effect of the availability of 4G internet provision on local interest in the Trust scheme. MH explained that satellite broadband had limitations.

MH and ZI explained the delays with Dunmaglass base-station Lease, which should be resolved shortly allowing the current planned coverage to continue.

Action by

08/01/2020

CFWN would continue with the upgrade of the existing network including expansion to Wildside, along with a comprehensive audit of the area of expansion to confirm the extent of coverage and, if additional infrastructure is required, this would attach a small cost.

The Board discussed a new survey of each property to confirm level of interest. CFWN will then map the expansion of the infrastructure to the survey results to confirm the coverage. A coverage map should also be sent out to residents. The Board discussed having a session at the Hall with advertisement with a page in the news.

The Board discussed the end of the HIE funded programme ConCom and the new R100 programme. MH explained to the Board that CFWN are part of R100.

MH explained cost of installs under R100 vary between £350 and £700, with a dish on side of property the size and price of which are dependent on how far away the property is from the base station, more distance equals more cost, cable and install equipment hire, there could also be a complex cable run.

The Board discussed the exclusion of Foyers from the coverage area. ZI explained that originally there was supposed to be a BT cabinet in Lower foyers as well as Upper Foyers. For this reason Foyers was not included in the Trust Plan as residents would not have been eligible for the grant. Unfortunately, BT did not continue with the expected install of the cabinet in Lower Foyers and it remains unknown if they will.

MH advised the Board that, from approval of additional Trust funding, the time from start to completion could be within six months, if not sooner, and the Trust are in a position now to demonstrate that the system works, and therefore new connections in the next area of expansion are more likely.

The Chair thanked Mike for his presentation and discussion.

Mike left the meeting at 7.20 p.m.

3. MINUTES – 4 DECEMBER 2019

Gillian McIntyre **PROPOSED** and Kirsty Balfour **SECONDED** and the Minutes of the Board meeting held on 4 December 2019 were thereafter **AGREED** as a correct record and **APPROVED** and signed by the Chair.

Matters Arising **Tomatin**

The trip to view the furniture with SSE at Tomatin was cancelled. GM and MC will rearrange.

Architect Retainer

MC confirmed the contract for services commenced January 2020 for 12 months.

Heating

MC has obtained a quote and seeking additional prices.

Dunmaglass

FE confirmed the payment had been received.

Grant Application

Student Grant - Robyn Kerr

This application had been deferred pending confirmation of the student's residential address. No response had been received and the Directors were aware that Robyn had moved from the area. The grant offer was therefore withdrawn.

Alex Sutherland

A grant acceptance form had yet to be received from Alex.

Action: Chase Alex for acceptance form.

LWK

Energy Grant

The Board noted the poster and closing date were now on the website.

*Action: E mail members energy grant notice.
Put up posters on noticeboards*

LWK
MC

Laptops

Agenda item for next month.

Action: Agenda item.

LWK

Etape

The Etape have confirmed they will be stationed at Wildside carpark instead of the Whitebridge Hotel this year.

4. FINANCE

FE updated the finance report to the board. The report was prepared early due to the Christmas break. At the end of the month interest was higher than usual as three of the Trust bank accounts pay interest annually.

5. CO-OPTION OF COMMUNITY COUNCIL LIAISON DIRECTOR

The Board had received a nomination from the Community Council for Lorraine Lewis (Treasurer of the Community Council) as Trust Liaison Director.

Zoe Iliffe **PROPOSED** and Gillian McIntyre **SECONDED** and Lorraine Lewis was duly elected as Liaison Director.

Action: New Director training.

Action: Create e mail address and inform Companies House.

ZI
LWK

6. **ROLE OF VICE CHAIR/ELECTION OF VICE CHAIR**

As GM had stood down as Vice Chair, the Board discussed electing a current Director to the role. MC explained the Vice Chair assists the Chair and is also training to be the future Chair. The Chair suggested Olaf Olsen for the role and the Board **AGREED**.

Margaret Cormack **PROPOSED** and Gillian McIntyre **SECONDED** and Olaf Olsen was duly elected as Vice Chair.

7. **(a) TIME TO SOAR LETTER OF SUPPORT**

The Board discussed the draft letter of support, noting that Lochside Associates were a commercial business as were other members on the Steering Group.

The Board noted that estates and local gamekeepers were responsible for wildlife heritage and conservation on their estates.

The Board discussed in further detail the e mail from Lochside Associates and **AGREED** that it was not appropriate for the Trust to involve itself in commercial enterprises and that the letter of support should not be sent.

7 (b) Stratherrick Public Hall

The Directors discussed the proposal of the Trust taking ownership of the Hall. The Hall is required to have a Management Committee and it may be appropriate that a nominated Trust Board Director would become a member of the Hall Management Committee. There was a further suggestion that one member of each Hall user group have a representative on the Hall Management Committee.

It was anticipated that legal fees of around £1,750 for each party would likely be incurred.

The Hall had requested reassurance that the Trust would pay both sets of legal fees before going ahead with the initial investigation into ownership of the Hall. The Trust would then take ownership of the Hall with community agreement.

The Board discussed and **AGREED** to go ahead with the investigation and payment of both parties' legal fees.

Action: Contact Hugh Nicol to give go ahead for legal work on ownership

MC

8. CHRISTMAS CEILIDH

The Board noted the Comms Team report and were pleased with the success of the event and as the ceilidh has developed into an annual community event the Board discussed holding the event again this year and **AGREED** to the date of 11 December with the same number of tickets.

Action: Book ceilidh band.

GM

The Board also wished to express their thanks to Lexi for sharing her Christmas cake raffle prize.

9. QUARTERLY UPDATES

a. Wildside Team

The Board noted the circulated report and MC updated in relation to quotes for heating.

Outside Lighting

The Board discussed some urgent temporary lighting.

Action: Request electrician to install a sensor LED floodlight to illuminate the carpark.

MC

Room Names

The Board discussed names for the individual rooms within Wildside and agreed on Function Room, Meeting Room and Trust Office.

Christmas Tree

The Board agreed to grow a Christmas Tree at the front of the building and a power point will be included in the electrical works.

Cleaner/Caretaker

The Board briefly discussed the appointment of a cleaner and caretaker. The Board noted this had previously been discussed and a specification drafted.

Action: E mail specification to Board.

MC

Storage

Landscaping works are to include a flat area to allow erection of a garden shed for ride on mower. The Board discussed the requirement for a dry building. The Board discussed acquiring a 40ft container which could be cladded and fully lined and noted a similar requirement was planned for the Bay.

Action: Arrange for a mechanic to look at mower.

OO

Groundworks – Trust Projects

The Board noted that maintenance will be required at all the Trust project areas.

Action: Agenda item next month.

LWK

Action: Draft additional tender.

MC

Registered Office Address

The Board **AGREED** to change the Trust's registered office address to Wildside.

Action: Check official name of Wildside address. Change address with the Post Office.

SW

b. Communications Team

The Board noted the circulated report.

GM updated the team would be meeting soon to discuss the next edition of the news.

The Board thanked the comms team for their time and effort on the December issue.

Action: Circulate publication guidelines to the Comms Team.

GM

News Advertising – Community Events

The Board discussed how an event is classed as a community event. The Board agreed anything going on in the community that is supporting the community should be included in the news.

Action: Investigate drafting calendar of events for website and inclusion in the news.

GM/LWK

c. Broadband Team

No further update on broadband other than the presentation earlier.

d. Grant Notice

The Board noted the quarterly notice.

Action: Update closing dates on the notice.

LWK

Action: Quarterly Grant Notice to noticeboards.

SW

Staffing Updates

The Board noted that OO, ZI and the Chair were the panel for the post of Project Co-ordinator. Four candidates had been invited for interview at the end of January, so far three have accepted.

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Interview will take place at the end of January. If there is no suitable candidate, the post will be re-advertised.

Trust Manager

The Board discussed advertising for the position of Trust Manager and agreed the position should be advertised locally and nationally as soon as possible.

Action: Draft advert round the Board.

GM/MC

10. MEETING DATES AND GRANT DEADLINES 2020

The Board **AGREED** the Board Meeting and Annual General Meeting dates for the year with a request from Directors for Board Meetings to start at 6.30pm. Thus, the timing of future Board meetings will be 6.15 p.m. for a 6.30 p.m. start.

11. TIMELINE 2020

The Board noted the updated timeline.

Action: Update S & F News dates and redistribute around the Board.

MC

The Board noted the Glendoe payment was scheduled for February however it will not be received until March.

12. MEMBERSHIP APPLICATIONS

The Board noted Associate Membership applications from Lesley Reid Robertson, David Reid and an Ordinary Membership application from Amy Macpherson.

Action: Send out Membership Certificates.

LWK

13. AOCB

Summer Event

The Board noted that Stewart Macpherson had offered his premises for the Trust event but had suggested an event over two nights. The Board briefly discussed this proposal. The Comms Team will list some options and circulate to the Board.

Action: Options for summer event.

Comms team

08/01/2020

14. DATE OF NEXT MEETING

6.15 p.m. (for 6.30 p.m. start) Wednesday, 5 February 2020,
Wildside.

The Meeting closed at 9.30 p.m.

Signed by Chair (MC) _____

Date _____