



MINUTES OF THE MEETING OF THE STRATHERRICK AND FOYERS COMMUNITY TRUST HELD VIA ZOOM AT 6.30 pm ON WEDNESDAY 3 JUNE 2020

Present Frank Ellam (FE), Russell Bain (RB), Jillian Barclay (JB), Kirsty Balfour (KB), Lorraine Lewis (LL), Zoe Iliffe (ZI), Garry Page (GP), Gareth Jones (GJ), Peter Faye (PJF), Chris Finlay (CF)

Apologies None

Chair Peter Faye (PJF)

In Attendance Laura Walker-Knowles (LWK), Steven Watson (SW)

Declarations of interest:

1. INTRODUCTION

The Chair welcomed everyone to the meeting and in particular expressed, on behalf of the whole Board, a warm welcome back to Steven Watson.

There were no declarations of interest.

The Chair thanked the Covid-19 Team for all the work in getting the processes finalised.

2. MINUTES 6 MAY 2020

GP asked for clarity in relation to the transport team item. The Chair confirmed the Trust agreed to a trial for the minibus, and a non-constituted grant application would be required for future funding only

Garry Page PROPOSED and Zoe Iliffe **SECONDED** and the Minutes of Meeting held on 6 May 2020 were **AGREED** as a correct record without any further amendment and **APPROVED** and signed by the Chair.

Matters Arising

The Green Team

Jillian has fed back Trust comments to Karla Stewart in relation to her presentation.

E mail

LWK has e mailed members and upload information to the website.

03/06/2020

Minutes

The Chair requested LWK send a backlog of minutes be sent to postal address members when lockdown conditions are lifted and it is safe to do so.

The Brolly Group

The Brolly Group have drafted further financial options and contacted previous applicants. An SFCT sub-group has conducted a detailed investigation of continued personal financial assistance for the community.

Alex Sutherland

SW has sent the necessary paperwork and a reply is awaited.

Food Hampers

A leaflet has been drafted and will be circulated to members once confirmed.

IT Upgrade

ZI and RB continue to look at options in relation to laptops. ZI and LWK will trial MS Teams.

Website

SW confirmed Plexus Media have agreed to take the Trust work on in place of RedKite in relation to Web site maintenance.

Training Information

ZI has circulated training information and reading lists to Directors. ZI has a discussion group at weekly sessions of an hour or so, where major points are discussed so all can be aware of vital points and fully up to speed with the Trust policies. ZI highlighted that specifics within the notes and can be used as a reference point in the future.

ZI, JB and GJ agreed to meet on Mondays, 7.30 p.m. for one hour, via Zoom and all Directors are encouraged to participate.

Lawn Mower

A resident is concerned that the Green at Glenlia is not being mown. PJF will contact and try to arrange appropriate equipment.

3. FINANCE

FE advised the PDF of invoices was unavailable but they are all listed in the finance report and if any Director would like to view any particular invoices to let him know.

FE updated the finance report.

The Board had a brief discussion of budgets in preparation for the coming financial year. Directors were asked to contemplate their particular projects and likely spending levels.

4. WILDSIDE – FURNITURE

See item 8.

5. TEAMS

The Directors discussed Project and Function teams and the following Directors remained or joined teams as follows: -

Communications (including Events and PR)

GJ, JB and SW.

Website

LWK – uploads.

Finance

FE

Fireworks Event

The Board would like to see the event go ahead in November.

Grants Team

The Board noted a full review had recently taken place but also that reviews are a continuous process. Currently ZI and FE are the team. The Chair suggested while ZI on the Board it would be useful to formulate a structure to assess grant applications for short vocational courses. KB volunteered to join the team.

GDPR

CF volunteered and after training would take lead with back up from ZI.

Riverside Field

It is expected that Mike Lawson will lead with Trust Manager support. GP offered support in the interim. Directors CF, KB and GP will further familiarise themselves with the project.

SW left the meeting at 8 p.m.

Foyers Bay

The Board discussed earlier quotes regarding the slip and other parts of the project and what work could now be taken forward. LL volunteered to join RB on the team, with PJF offering support.

Broadband

CF is currently lead. CF briefly updated that Cromarty Firth Wireless Networks (CFWN) had not been able to carry out a great deal of work due to the recent lockdown. CFWN have suggested that, as it has been some time since the initial survey of Community interest, contemplation should be given to further enquiries to glean interest in the Community Broadband system (in particular in the Dunmaglass area). ZI updated on the Dunmaglass Lease of a mast site, highlighting that consent is required from the windfarm operators. ZI has chased the solicitor and he confirmed he had not been able to progress the

03/06/2020

matter as yet. The form of the Lease is agreed with specifics for a mast and plans for access.

IT Systems

ZI and RB remain the team.

Wildside

Current general works required are finalising groundworks, with tenders to be announced to go out for reseeded, internal decorations and an external storage shed for garden equipment. KB will continue on the team with PJF stepping in to help.

Heating at Wildside

CF is lead and stated that Local Energy Scotland had very recently issued a report on suggested heating systems for the property. He would report fully to the Board once an appraisal of the options was complete. Various other projects are to be progressed, including external lighting.

Energy, Renewables and Transport

CF, KB and JB.

Apprenticeships

PJF gave a brief update on the current status of the one apprenticeship the Trust is supporting. PJF is currently the only Director on the team. GP and GJ volunteered to be on the team and JB volunteered to be a third.

Funders

The Board noted this generally falls to the remit of the Chair.

Community Benefit Negotiator

PJF gave a brief update on the current status of negotiations. The Board **AGREED** that PJF remain the benefit negotiator for the Trust.

Covid-19

The team has recently been formed and no changes were required. Members of the team are FE, JB, KB, GJ, LL and LWK.

Human Resources

The Board **AGREED** this continues to be the remit of Chair, with responsibility on a day to day basis ultimately resting with the Trust Manager upon appointment.

6. GRANT APPLICATIONS

(a) Hannah Kelly Tay

Amount applied for: £500

Purpose of grant: Student expenses

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

Fund: Glendoe

(b) Meg Somerville

Amount applied for: £500

Purpose of grant: Student expenses

The Board **APPROVED** the grant in the sum of **£500** subject to proof of acceptance, once available.

Fund: Glendoe

(c) Roxanna Elgar/Margie Elgar-Bond

Amount applied for: £500

Purpose of grant: Expenses

The Board discussed the application in detail and noted that it did not fit the criteria for an award under the rules. The Board suggested that Roxanna could apply to the Community Council for a microgrant and to return to the Trust with a student grant application once she had a place at University.

The Board **DECLINED** the grant application.

Action: Write to grant applicants – LWK.

(d) Stratherrick Public Hall Roof

The Board discussed the quotations for the replacement of the flat roof at the rear of the Hall supplied by the Hall Committee. The Board were in agreement that it needed to remain water tight and functional and in principle would support these works. The Board discussed whether the future of the Hall could be discussed as a part of a Community Consultation and resultant Community Action Plan and felt that as the Hall is such an important Community facility, this would be appropriate.

The Board **AGREED** the application in principle and a formal grant application should now be submitted by the Hall Management Committee.

Action: PJF to contact the Hall Committee to complete a grant application.

Boleskine Community Care

Further to discussions at the last Trust Board Meeting, FE had been contacted by the Treasurer at BCC and he has given an estimate of expenditure for the first year of the grant awarded for the care manager and the Hub costs. At the last meeting the Board agreed to release the Year 2 payment on 1 June 2020, less the underspend (£6,000). The BCC Treasurer has been monitoring actual spend against the budget that formed the grant application and has highlighted

03/06/2020

that whilst energy consumption costs cannot be funded, an amount for servicing of gas tanks had also been removed. Therefore, the BCC Treasurer has asked if the Trust could reinsert into the budget that amount (£100). FE highlighted that the Trust already pay for maintenance of the boiler and this is a similar cost. If the Board agrees FE will reduce the underspend.

The Board briefly discussed how the Hub costs were funded.

The Board **AGREED** to include gas tank servicing in the budget and thereby reduce the underspent amount to be deducted from Year two's payment.

7. QUARTERLY UPDATES

(a) Riverside Field

The Board had noted the revised Masterplan and ZI recommended moving into the next phase. The Board noted the architect's advice has been excellent in moving the project forward. The Board discussed dealing with the development in phases or undertaking all works simultaneously, along with the impact of these alternatives in relation to the suitability of the existing road/bridge. ZI advised that prior to purchase, preplanning advice at that stage stated that for the proposed uses for the field, the bridge would still be within capacity, so no difficulties are envisaged as the scheme develops.

The Board discussed construction and value of the land and the potential implementation of a "Clawback" clause in the purchase contract, should a change of Planning Use be obtained. The opinion was that, given the proposed uses for the land, the clause would not place an onerous burden upon the Trust

The Board **APPROVED** the Masterplan, the proposed actions and the estimated costings.

Action: Load Riverside Preplanning advice to Director's side of the website – ZI/LWK.

(b) Apprenticeship Team

The Board noted the report.

(c) Covid-19 Team

GJ updated the Board that further to the initial financial assistance scheme, categories had now been extended in an effort to help more individuals in the community. The Board noted that uptake increased with the inclusion of the wider new criteria, encouraged by re-advertisement. Final figures are not yet available on spend, so any extension would need to be discussed at an urgent Board Meeting. It was agreed to maintain work with the Brolly Group to monitor overall expenditure.

RB declared an interest in this item and left the meeting.

03/06/2020

The Board discussed the food boxes and the uptake. The Board noted the Brolly Group were discussing criteria and possible contributions from some recipients in the future.

FE requested that any recent invoices for goods in the Food Larders be submitted soonest, to permit management of funds and measurement of uptake. KB updated that the larders were being well used. JB highlighted that generous donations are likely to be keeping the costs down.

The Board discussed the continuation of the food boxes and potential costs.

The Board noted the expenditure for the Covid-19 financial support applications to date.

ZI suggested the tourism group may be appropriate participants in an Exit Strategy group, and that they may well already be making plans. GJ said the subject was to be discussed at the next Brolly Group meeting, with a view to identifying local organisations who could be involved.

8. Wildside

KB updated the Board on progress and suggested a budget for replacing old carpet tiles. The Board noted that redecorating is required, and the furniture order is progressing. It was agreed that the current circumstances were an opportunity make the property presentable and welcoming for the numerous groups returning to Wildside post lockdown. In order to make the most of the opportunity offered by the building being effectively closed, it was decided to go straight to tender rather than 'expressions of interest' for the painting works. Details of proposed works will be advertised on the SFCT web site.

9. AOCB

GP has obtained a key for the post-box at Gorthleck Hall and will check for any mail.

Highland Council have contacted ZI re the acquisition of land for the proposed new Foyers Toilets. ZI will revert to THC and progress.

10. .

DATE OF NEXT MEETING

6.30 p.m. Wednesday, 1 July 2020 via Zoom.

The Meeting closed at 10.25 p.m.

Signed by Chair (PJF) _____

Date _____