



MINUTES OF THE MEETING OF THE STRATHERRICK AND FOYERS COMMUNITY TRUST HELD VIA ZOOM AT 6.30pm ON WEDNESDAY 2 SEPTEMBER 2020

Present	Frank Ellam (FE), Russell Bain (RB), Jillian Barclay (JB), Kirsty Balfour (KB), Zoe Iliffe (ZI), Garry Page (GP) and Peter J Faye (PJF), Lorraine Lewis (LL)
Apologies	Gareth Jones (GJ), Chris Finlay (CF)
Chair	Peter J Faye (PJF)
In Attendance	Laura Walker-Knowles (LWK), Steven Watson (SW)
Declarations of interest:	KB and JB declared an interest in the Baby and Toddler Group grant application. GP declared an interest in the Hall micro grant application.

1. INTRODUCTION

The Chair welcomed everyone to the meeting.

2. MINUTES OF MEETING – 5 AUGUST 2020

FE **PROPOSED** and ZI **SECONDED** and the Minutes of Meeting held on 5 August 2020 were **AGREED** as a correct record without any further amendment and **APPROVED** and signed by the Chair.

Matters arising

(a) Public Hall Option - Hall Master Booking System

KB had not looked into this yet. The Board agreed it was a good idea to include it as a booking option if possible. A discussion with the Hall Management Committee was felt appropriate.

Action: KB & SW

(b) Articles

In GJ's absence ZI updated the Board. GJ had suggested the Trust's Articles could be amended to include specific wording in relation to health and wellbeing. However, the Trust has always included this in the community development objective and there was concern that this could be edging towards a statutory function. ZI had suggested wording if Directors did feel this worth considering. The Board agreed it as unnecessary and noted that DTAS would likely review the Articles as part of the scheduled health check.

(c) Membership Register

The Chair reminded Directors to review the Members' Register, if they had not done so already, and pass any amendments to LWK.

Action: Review Members' Register – All Directors

(d) Boleskine Community Care

PJF updated the Board that he had returned to BCC and they are ready to discuss their Vision proposal. The Trust has a meeting with SSE on 11 September and PJF will arrange a meeting with BCC prior to that.

The Board noted GJ and KB will be attending the monthly SSE meeting with PJF and PJF invited any other Directors who would like to attend.

PJF updated the Board that BCC have asked for assistance as they have not been able to raise charitable funds this year, such as sponsorship from large sporting events and other fund-raising activities. The Board discussed the use of the funds if they were granted by the Trust. FE advised that the breakdown of losses supplied by BCC appeared accurate and valid. They are asking for assistance to compensate for the fund raising opportunities they have lost. BCC have calculated a weighted average over the previous three years and this would be treated a charitable donation from the Covid Grant System. The Covid Team had assessed and approved the application.

Directors asked if BCC had approached any other organisations for assistance.

The Board agreed PJF should write to SSE and advise them of the suggested funding approval. The Board further discussed the broader long-term implications of BCC's loss of funding and noted that BCC are already investigating online funding in the event restrictions continue into next year.

The Board **APPROVED** £5,193 as a one off donation subject to SSE approval.

Action: PJF circulate draft letter re covid relief for BCC to SSE

3. FINANCIAL UPDATE

The Board noted the monthly Finance Report detailing monthly payments, current bank balances and bank interest. The Board noted the outstanding SSE funds were yet to be received.

The Board discussed a potential replacement for the position of Finance Director.

The Board noted Sir Frederick from Clarendon Investments' annual visit will be held via Zoom meeting. PJF will send a Doodle Poll round the Board for Director availability to attend.

LWK left the meeting at 7.30 p.m.

LWK returned to the meeting at 8.05 p.m.

The Board discussed FE's departure and the number of vacancies on the Board.

Action: Draft Finance Director job description – FE

The Board discussed the number of currently co-opted Directors and if, and how many of the current Directors that have to step down, will stand again.

The Board thanked FE for the finance report.

4. QUARTERLY UPDATES

(a) Riverside Field

The Board noted the report.

ZI updated that the Architect had confirmed the Notice of Proposal of Planning Application has been submitted to the Highland Council.

(b) Apprenticeship Update

PJF updated the Board that at the recent meeting of the Apprenticeship Panel, three apprenticeships were discussed and approved, none within the SFC Trust area.

5. COVID 19 GROUP UPDATE

GRANT APPLICATIONS

Stratherrick Public Hall

The Board **RATIFIED** the grant in the sum of **£469.00**.

Lunch Club

The Board **RATIFIED** the grant in the sum of **£800.00**.

Stratherrick and Foyers Baby and Toddler Group

The Board **RATIFIED** the grant in the sum of **£770.51**.

Willow Crafting – Social Event

The Board discussed the Covid application and noted that it was being resubmitted as a non-constituted group grant application. The number of potential attendees is now 35. It is understood the full cost will be met partly from the Trust grant and partly from other donations and contributions from the attendees. Due to the number of interested attendants, the Board noted the Trust's grant would now be less than half the full cost. The Board discussed the number of households currently allowed to meet indoors and noted that the suggested groups of 12 would not currently be permitted. The non-constituted

group grant application would therefore be considered during the next round of grant applications and the usual report submitted to the November Board meeting for decision.

Inverfarigaig Residents' Group

The Board briefly discussed the Covid micro-grant application from the group and agreed it was more suited to a non-constituted group grant application.

Action: Clarification required on the group name – Covid Grants Team

7. AGM

The Board discussed postponing the AGM to the end of November or, depending on current guidelines, as late as possible but within the fifteen-month time limit imposed by Trust Articles of Association.

The option of holding the AGM via Zoom or other virtual means could possibly be done with projectors at Wildside. The Board discussed proxy votes and noted that all votes could be done by proxy if necessary.

The Board decided an AGM subgroup should be set up to design a virtual AGM.

The Board **AGREED** to postpone the AGM to the 25 November 2020.

The subgroup will comprise ZI, GP, KB/GJ, RB and LWK.

8. IT/Laptops/Support

ZI updated on the cost of the laptops and licences.

ZI has been in touch with ITP Solutions for a quote dealing with hardware, software and ongoing support.

LL's husband is willing to give free advice to the Trust on system choice.

Action: ZI, LWK and LL set up Zoom meeting with Mr Lewis.

9. AOCB

Website Quote

GJ had circulated the quote for the new website. The Board **APPROVED** the quote from Plexus in the sum of £3,000.

Marquee

KB updated in GJ's absence. GJ had looked into quotes for a 6m x 12m good quality marquee. The Board discussed the current requirements for a marquee and a more detailed report will be made available to the Board that can be circulated and discussed next month.

Action: Draft Marquee Report - GJ

Public Liability – Wildside

The public liability insurance must be increased to £5million to allow a Public Entertainment's Licence. The Board agreed to an increase in the Premium payable.

Petanque Court

This was confirmed as complete, along with essential equipment. SOSA2019 had confirmed that it was intended that the facility be available to all in the Community.

Lampposts at Wildside

The lawn has been levelled today. Groundworks to enable the erection of the poles would be commissioned to enable the electrician to complete the works

Wellbeing Group

The Board were disappointed to note a message from the Chair of the Wellbeing Group that the group has ceased. A refund from the prior year's grant will be returned to the Trust.

Errogie Church

The Board discussed the potential acquisition of the redundant church at Errogie. Given the age of the property it was agreed to instruct the retained architect, a Building Cost Engineer and a Structural Engineer to inspect and report on the property.

Directors are to poll the immediate local community about a facility in Errogie and it was agreed to take the opinion of the Trust members on a new facility in that location.

Planning matters will be investigated, and pre-planning advice requested. The subject would also be raised with funders.

The Board agreed a membership mandate would be desirable.

Action: PJF to draft letter to the membership to contact members and gauge opinion of an additional facility in the Errogie area.

Vision Meeting

The Board agreed to sit down and discuss draft document entitled "The Vision" of potential facilities premises and activities within the Community as soon as possible.

Action: Vision Meeting – Wednesday, 9 September 7 p.m.

Marketing Team

The Communications Team advised the Board that feedback and opinion the community would be desirable on a bi-annual basis and will propose a form of "survey".

Community Council (LL)

A request from the CC was made to carry forward £100 to next year's budget because defibrillator batteries cost more than estimated. The Board **AGREED** £100 could be carried forward.

The CC asked about recruitment timescales for the Trust manager position. Final candidates had been selected and, given current restrictions, the interview panel were working on a means of conducting interviews.

CC requested an update on the proposed Community Consultation. The Trust have requested Expressions of Interest from appropriate companies and this will be progressed following the closing date of 14 September.

The Board noted that Margaret Davidson had suggested that as part of the community consultation the Trust ascertain what the 'big companies' are planning to do in the Trust area. The Board noted that, for any consultation to be valid and independent, it would be inappropriate for SFCT to influence the form of the consultation, other than to inform the consultant of the assets and projects that were progressing as a result of the previous consultation. The Board also noted that "The Vision" document discussed earlier in the meeting is very much a concept and would not influence the consultation in any way.

10. DATE OF NEXT MEETING

Wednesday, 7 October 2020 at 6.30pm venue TBC.

The meeting closed at 10.00 p.m.

Signed as a correct record of the meeting

Signed
Chair

Date