

MINUTES OF THE MEETING OF THE STRATHERRICK AND FOYERS COMMUNITY TRUST HELD VIA ZOOM AT 7.00 pm ON WEDNESDAY 4 AUGUST 2021

Present Frank Ellam (FE), Jillian Barclay (JB), Lorraine Lewis (LL), Gareth Jones (GJ), Catriona Fraser (CNF), Chris Gehrke (CG), Russell Bain (RB)

Apologies Kirsty Balfour (KB), Chris Finlay (CF)

Non-attendance -

Chair Gareth Jones (GJ)

In Attendance Laura Walker-Knowles (LWK), Tony Foster (TF), Stuart Robertson, Highland and Islands Enterprise (SR)

Declarations of interest: RB declared an interest in Hamish Bain grant application.

A. INTRODUCTION

The Chair welcomed everyone to the meeting.

The Board noted Chris Finlay will formally step down as a Director of the Trust at the AGM.

B. MINUTES 7 JULY 2021

FE **PROPOSED** and CNF **SECONDED** and the Minutes of Meeting held on 7 July 2021 were **AGREED** as a correct record without any further amendment and **APPROVED** and signed by the Chair.

Matters Arising
Housing

The Board discussed the proposal by the Communities Housing Trust (CHT) in Inverfarigaig. It was acknowledged that the provision of low-cost housing will be a key element of the Community Action Plan. With this in mind, it is likely a strategy will be developed for the whole area during which the plans for this particular piece of land will be discussed and the contribution it may or may not make to the provision of housing.

Action: Return to CHT explaining the Trust will complete the Community Action Plan, and the group responsible for the affordable homes strategy will then re-visit the proposal- TF

Pension Contribution / Holiday Entitlement

The Board noted the staff were delighted to receive the increase in holiday entitlement and pension contribution.

Timeline

The Board noted it was the point in the year to review the timeline.

Action: Send link – LWK

Action: Review timeline and amends to LWK - Directors

AGM

The Board confirmed the date for the AGM will be 24 November 2021.

Summer Gala

The team discussed the summer gala which, based on all the feedback so far, should be considered a success. TF reported on the post-event survey that was completed by 49 respondents who all gave a positive response. An internal review, and the feedback from the survey, has produced a list of improvements that can be made in the way the Trust runs events. These include improvements to parking, accessibility, signage and pathways. The Directors agreed there was a firm foundation to build and extended the Trust's thanks to Karla and the Green Team. Special thanks also to JB, KB, CT, SW and Soup2Go and huge thanks to Mark Henderson for all their work bringing together a successful day.

Action: Note of thanks to the staff involved – KB.

Artificial Grass

This has been purchased.

SFCC Toilets

SF has now reconvened the subcommittee and RB happy to continue in the short term.

Broadband

CG updated the Board on the progress being made on the development of the strategy for Broadband.

7.18 p.m. Stuart Robertson from HIE joined the meeting.

CG introduced Stuart Robertson from HIE who described the Reaching 100 "R100" scheme and the availability of vouchers. SR said it was very likely BT would announce the details of the R100 plan shortly. This will show, for every property in the area, the type of service the householder will receive. The information will be made public via the BT Checker.

SR described how the provision is likely to be a mix of service types; from the existing cabinets where the speed is considered to be in excess of 30 megabytes per second, wireless service from companies such as Cromarty Firth Wireless Networks, fibre to the premises etc.

7.55 p.m. Stuart Robertson left the meeting

04/08/2021

CG said it will be possible to make a detailed plan of action as soon as BT's plans are made public. The following was agreed: -

Action: Develop an up-to-date record of the service each property is forecast by BT to receive – SW

Action: Draw up joint asset register of broadband equipment – TF and team.

Action: Conclude a contract with CFWN – TF and team (+ legal firm).

C. FINANCE REPORT

Finance Officer Vacancy

The Board noted, following interview, that Carlene Vincent is recommended as the new Finance Officer. FE proposed and RB seconded and the Board **AGREED** to the appointment of Carlene as a contractor.

Finance Report

The Board noted the circulated report and invoices. In relation to income, the outstanding benefit payments have been received.

Banking Signatories

RB and FE will be stepping down as Directors at the AGM in November consequently a further two signatories will be required. CNF and CG volunteered.

CNF sadly advised the Board that Stuart Findlay of Fort Augustus and Glenmoriston Community Company passed away, the Board noted his tremendous input to the community benefit from the Stronelairg Wind Farm. CNF will pass on condolences from the Board.

Hybrid Conferencing

TF recommended that the AV equipment will be upgraded. TF has applications for funding for this and the suggestion is to purchase a device to allow hybrid meetings (combination of virtual and face-to-face attendance). The cost is £1,200 plus VAT and is within the budget. The Board **AGREED** to the purchase of the equipment.

Charging at Wildside

The Board noted the new charging schedule and it was **AGREED** Trust members will receive a discount.

D. GRANT APPLICATION

(a) Student Grant Applications

(i) Applicant: Matilda Hepburn-Wright

Amount applied for: £500

Purpose of grant: Student Expenses

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

Fund: Knockie.

(b) **Student Grant Applications**

Applicants: **(ii) Olivia Grant, (iii) Sarah Flanagan and (iv) Hamish Bain**

Amount applied for: £500

Purpose of grant: Student Expenses

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

Fund: **Glendoe**

(c) **Non-constituted Grant Application**

(v) Applicant: **Wildcafts**

(vi) Applicant: **Soup2Go**

The Board noted these grant assessments could not be completed and would be circulated via e mail.

(d) **Sporting Grant Application**

(vii) Applicant: **Olivia Grant (1) of (2)**

Amount applied for: £250

Purpose of grant: Attend International Horse Event

The Board noted this grant application had been overlooked in error by the Trust and noted the request and authorisation from the Chair that it could be assessed and considered. In the circumstances, the Board discussed and agreed to it being considered as it was an error on the part of the Trust.

The Board **APPROVED** the grant in the sum of **£250**.

Fund: **Knockie**

Sporting Grant Application

(viii) Applicant: **Olivia Grant (2) of (2)**

Amount applied for: £250

Purpose of grant: Attend International Horse Event

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

Fund: **Glendoe**

(e) **Constituted Grant Application**

(xi) Applicant: **Stratherrick and Foyers Community Council (SFCC)**

Purpose of Grant: Multi-activity operational grant, part time administrator to carry out all duties on behalf of the SFCC for a one year period, carry out Community activities including the supply and lighting of village Christmas trees, supply memorial wreath, run & maintain the Community De-fibs and wind up the Gortheck playpark project. The Community Council will also continue to run the temporary toilets at the Falls of Foyers and hope to implement the delivery of the new toilet block at this location this year.

Amount applied for: £14,053.69

The Board discussed the request for a substantial increase in the contribution towards the cost of administration. It was noted that, as the CAP is rolled out, a growing number of organisations will be looking for admin support. The request was **DECLINED** and the Board will explore the most appropriate way of providing administration and project support, including the possibility of a central service, to both statutory and voluntary groups.

The Board **APPROVED** part of the grant in the sum of £7,813.69.

The Board **DECLINED** a request to retain unspent funds from previous years. FE highlighted the potential confusion this can cause with how costs are allocated to funders. It was much more straightforward for a group to return the funds and submit a fresh application. Clarification will also be sought on what the funds available in the current year are to be spent on (to the end of March 2022).

Action: Speak to the chair of CC to explain the decision and obtain clarification of the spending plans for the current year – KB

Action: Encourage SFCC to fundraise – KB, CNF

E. QUARTERLY REPORTS

(a) Energy, Renewables and Transport

This heading to be removed from the timeline until a plan of action has been established as part of the Community Action Plan

Action: Remove from timeline - LWK

(b) Foyers Bay

The Board noted the circulated report and that a Bathymetric Survey is required for the slip. LL explained that a larger area survey would be useful for the future for the installation of any necessary breakwaters. The recommendation is for the larger survey to be carried out at a cost of £4,500 plus VAT. The Board also noted the Fairhurst fees of £3,300 plus VAT which were recommended to cover the cost of pulling the Planning Application together. The basic design of the slip has been done but once the survey is completed a

detailed slip design will be required. The Board discussed the impact on the budget for this project. A specific costing will be available once this work has been carried out. There are funds remaining for this financial year. The Board **AGREED** to the larger Bathymetric Survey and Fairhurst being contracted.

(c) Liaison Director

CNF volunteered to take the position of Liaison Director and this was **AGREED**.

F. MONTHLY REPORTS

(a) Trust Report

The Board noted the monthly meetings with SSE. TF and CNF are currently discussing the financial report. The Chair said all Board members were welcome to attend the meetings.

G. REVIEW ARTICLES OF ASSOCIATION / AGM DATE

The Board noted that currently there are no changes anticipated to the Articles. The Board will review and return.

Action: Review Articles of Association – Directors.

In relation to the AGM, three community Directors will have resigned by the AGM (RB, MD and CF) and KB by rotation will stand down and re-stand, therefore there are at least three vacancies. FE is a co-opted Director.

H. MEMBERSHIP LIST REVIEW

Action: Directors to review list and return to LWK with any changes.

I. AOCB

Community Action Plan

A review of the draft Community Action Plan will be held with Nick Wright during the second week in September.

Action: Send calendar note for the second week in September to Directors - LWK

Project Planner

TF took the Board through the sample project planner that will be used at meetings going forward.

Business Directory

The Board **APPROVED** Plexus Media in the sum of £400 to set up the Business Directory on the website.

Petanque Court

The Board discussed the possible relocation of the marquee or the petanque court. Discussion and decision was devolved to the Wildside Steering Group which will bring a recommendation to the September Board meeting.

04/08/2021

Action: Petanque Court move agenda item September – LWK

J. DATE OF NEXT MEETING

7.00 p.m. Wednesday, 1 September 2021 at Wildside Centre

The Meeting closed at 10.05 p.m.

Signed by Vice Chair (GJ) _____

Date _____