

**MINUTES OF THE MEETING OF THE STRATHERRICK AND FOYERS
COMMUNITY TRUST HELD VIA ZOOM AT 7.00 pm ON WEDNESDAY 3 AUGUST
2022**

Present Gareth Jones (GJ), Catriona Fraser (CNF), Chris Gehrke (CG),
Mark Sutherland (MS), Ken Sinclair (KS), Maire Brown (MB),
Maureen McGuire (MG)

Apologies Kirsty Balfour (KB)

Non-attendance -

Chair Gareth Jones (GJ)

In Attendance Laura Walker-Knowles (LWK), Tony Foster (TF), Marie Keenan
(MK)

Minutes Laura Walker-Knowles (LWK)

Declarations of interest: No declarations of interest in relation to items on the
agenda.

(A) INTRODUCTION

The Chair welcomed everyone to the meeting.

The Board acknowledged that Maire Brown had not been formally registered as a Director at Companies House but had been present at several meetings. The Board noted that no decisions had been materially affected by this and Maire's presence had been at the request of the Board.

The first item was the Co-option of Maire Brown as a Director. The Chair asked the Board to vote to appoint Maire Brown as a Director.

GJ **PROPOSED** and CF **SECONDED** and the Board **AGREED** to co-opt Maire Brown as a Director.

Maire Brown joined the meeting.

(B) MINUTES 6 JULY 2022

CG **PROPOSED** and MM **SECONDED** and the Minutes of Meeting held on 6 July 2022 were **AGREED** as a correct record without any further amendment and **APPROVED** and signed by the Chair.

Trust Action List

The Board reviewed the action list/matters arising:

- Trust Directors

The Board discussed recruitment of Directors and the Trust will advertise highlighting the support available for costs such as childcare and travel.

- Grants

The Board discussed the importance of having sufficient time to deal with strategic issues. One idea was to devolve the review and approval of grants (that within a financial ceiling) to staff for review rather than Directors who are short of time. The current system will be reviewed, and a recommendation brought back to the Board at the September meeting

- Community Farm

The Board discussed the Facebook thread relating to the idea of a community farm. It was agreed that if people wanted to progress the idea, it should be proposed as a standalone initiation (i.e., not tied to the Riverside Field project).

- Appointment of Riverside Field Director

KS reported on the positive meeting held with the newly formed Riverside Field community group. MS volunteered to be the lead director on the project supported by CNF.

- Inverfarigaig

The matter remains with the solicitors.

7.45 p.m. TF, MK and LWK left the meeting for the next item.

- Salary Review

The Board discussed the review proposals, a separate closed minute detailing discussions is held on the Chair's confidential file.

8.20 p.m. TF, MK and LWK returned to the meeting.

Action: Assessment of Grants Review – TF

Action: Advertise Trust Director Vacancies - TF

(C) FINANCE REPORT

The Board noted the circulated paper and the additional payments and receipts.

Authorisation Process

MK was asked to review the process for verification and approval for payment of invoices and bring proposals to the next meeting.

(D) GRANT APPLICATIONS

a. Student Grants

(i) **Applicant:** Vaughn Devlin

Purpose of grant: Student and Course Costs

Amount applied/eligible for: £100.00

The Board **APPROVED** the grant in the sum of **£100.00**

(ii) **Applicant:** Justin Sharp

Purpose of grant: Student Expenses

Amount applied/eligible for: £500.00

The Board **APPROVED** the grant in the sum of **£500.00**

b. Non-Constituted Grant

i.**Applicant:** Alison Randall

Purpose of grant: Bowling for all – complete kit.

Amount applied for: £469.00

The Board **APPROVED** the grant in the sum of **£469.00**

c. Constituted Grant

ii.**Applicant:** Stratherrick and Foyers Community Council

This grant was deferred for decision via e mail.

Action: Complete assessment, circulate round Board and LWK with recommendation – CF, MS, MM, LWK

Action: Update grant recipients on decision - LWK

(E) BOLESKINE COMMUNITY CARE

The Board noted that Boleskine Community Care (BCC) has not complied with its grant conditions that require it to provide a development plan (with outcomes and outputs) following the employment of the new development officer.

The Board agreed to ask for the documents to be provided by the second week of September, prior to a meeting with the trustees. Furthermore, it was agreed that the Trust would provide whatever support was required to meet the grant conditions.

(F) STRATHERRICK PUBLIC HALL

GJ updated the Board on the steps being taken by the Trustees to bring the hall back into use. The Trust has received a request for funding to cover the cost of removing the damp and mould caused by the ingress of rainwater. There will be a substantial cost to reinstate the ceilings and walls and make safe the electrics. The Hall Trustees have also logged an application for funding to cover the running costs. The Board **AGREED** to commission a quantity surveyor to provide an independent assessment of the cost of addressing the environmental hazard created by mould spores, reinstating the damaged fabric and electrics and the cost of refurbishing the exterior of the building. It was further **AGREED**, Board Directors would meet the trustees to explore their vision for the long-term plan for the building and what support would be required to realise it.

(G) SSE COST-OF-LIVING

TF informed the Board that the Trust have been working with SSE to establish what support could be provided to help address the cost-of-living crisis. SSE has provided guidance that Trusts can provide a maximum of either £25,000 or 10% of the annual fund amount (whichever is smaller). SSE has advised that the support should be capped at £250 per person and £500 per household as a one-off payment. It will not support pro-rata payments. The scheme will run over two years. All Trusts are required to draft the funding criteria. The Board discussed a suggestion to supplement the hardship fund managed by the Knockie Trust. It has policies and processes in place to assess grant applicants who are facing severe financial hardship. CF agreed to discuss the proposal with the Knockie Trust. Meanwhile MK will establish what funding could be made available from current budgets.

Action: Discuss the distribution method with SSE - TF

Action: Discuss the distribution method with Knockie Trust and how it might work in practice - CF

(H) LEGACY FUND – INVESTMENT REVIEW

KS reported on the discussions that have been held between the Investment Sub-Committee and Clarendon, the Trust's legacy investment advisors. The outcome, within the highly conservative approach to risk, is to introduce investments that have slightly higher volatility but with the opportunity of a better return. There will be no sales from the current portfolio which is performing well. The Board approved Clarendon's recommendation

The Board thanked KS and MM for undertaking the review.

Action: Confirm Board agreement with Clarendon - KS

(I) TRUST MANAGER'S REPORT

The Board noted the circulated report.

TF introduced a proposal from Nick Wright to work with the community to develop detailed 'spatial' plans that will show the impact of the Community Action Plan on each 'hamlet' in the area. The aim is to work with community groups, public sector organisations, landowners etc. to decide exactly where investments and improvements should take place. This will result in a Local Space Plan. The fee will be around £15,000.00 and the work will be completed between August and December 2022.

A multi-group pathways audit is being carried out with a formal plan being carried out by Nick Wright. The Board noted that the Nick's work fits into the current pathways audit.

The Board noted the Communications and Events Officer post was being advertised, funded by the Stronelairst fund for one year.

TF described how he was putting in place a robust approach to staff management to ensure the Trust is making the most of resources available to it. This will include routinely setting and monitoring goals and objectives and how each member of staff will have a work action plan that ties in with the CAP project plan.

The Board discussed ways in which Directors can have greater visibility of what staff were doing in relation to their work plans and how current roles were linking into delivering the Community Action Plan.

The Board **AGREED** to a high-level quarterly report on staff activities

(J) ORDINARY MEMBERS

The Board noted the new Ordinary Members Elizabeth Higham and Paul Higham.

Action: Add new members to the Register etc. - LWK

(K) VISION AND MISSION

The Board discussed meeting out with the Board meeting to discuss the vision and mission of the Trust.

Action: Diarise event for Directors during September – LWK

(L) ARTICLES OF ASSOCIATION

The Board were asked to bring forward to next month's meeting any potential changes that may be needed to the constitution.

TF highlighted that some changes might be necessary to comply with conditions set out by funders. One of these changes will be to clarify the conditions for membership. Membership is automatic but on application, but the Articles still hold a clause that it is at the discretion of the Board. It was agreed TF and LWK

will review the constitution and bring any recommendations for change back to the September Board meeting.

(M) HIGHLAND GATHERING

The Board noted a report would be available from Caroline Tucker at the September Board meeting.

CF said the event, attended by between 400 and 500 people, was a great success but a much longer lead in time will be required for future events. Far more support is required to set up and break down the event. The Board discussed the idea of employing paid help to assist with this.

GJ reported that thank letters and gifts are being delivered to the volunteers involved and a 'thank you' event is being held on 18 August 2022 at Wildside Centre in Whitebridge.

(N) WHITEBRIDGE HOTEL

An acknowledgement is being drafted in relation to the breakdown in communication on the part of the Trust.

(O) AOCB

The Directors asked for an update on the tools that are being developed to assess project priorities. This will be brought to the September Board meeting.

The Trust firework event is set for Saturday, 5 November 2022.

Action: Agenda item – Winter Wonderland date setting – CF

(P) DATE OF NEXT MEETING

7.00 p.m. Wednesday, 7th September at Wildside Centre/Hybrid

The Meeting closed at 9.45 p.m.

Signed by Chair (GJ) _____

Date _____