

**MINUTES OF THE MEETING OF THE STRATHERRICK AND FOYERS
COMMUNITY TRUST HELD AT WILDSIDE WHITEBRIDGE AND VIA MS TEAMS
AT 7.00 pm ON WEDNESDAY 5 APRIL 2023**

Present	Gareth Jones (GJ), Maire Brown (MB), Kirsty Balfour (KB), Maureen McGuire (MG), Catriona Fraser (CF), Ken Sinclair (KS), Chris Gehrke (CG)
Apologies	Malcolm Stewart (MMS), Mark Sutherland (MS)
Non-attendance	Susan Greer (SG)
Chair	Gareth Jones (GJ), Catriona Fraser (CF)
In Attendance	Tony Foster (TF), Laura Walker-Knowles (LWK), Marie Keenan (MK)
Minutes	Laura Walker-Knowles (LWK)

Declarations of interest: KB declared an interest in Foyers and Stratherrick Primary Schools grant application, CF declared an interest in Knockie Trust Concordat and KS and MB declared an interest in SOSA grant.

(A) INTRODUCTION

The Chair welcomed everyone to the meeting.

(B) MINUTES 1 FEBRUARY AND 1 MARCH 2023

KS **PROPOSED** and CG **SECONDED** and the Minutes of the meeting held on 1 February and 1 March 2023 were **AGREED** as a correct record **APPROVED** and signed by the Chair.

Matters Arising

Banking

MMS has been added as a signatory.

Mobile Phones

LWK has suggested a suitable mobile phone for purchase.

Cash Flow Figures

Project managers have provided figures to TF.

(C) FINANCE REPORT

The Board noted the circulated finance report. MK summarised the cash flow position.

Dunmalgass funds have now been received and the Board noted the receipt was three months overdue.

The Board discussed the project expenditure budget and forecast for the current financial year's projects.

MK and TF are drafting long-term cash flow forecasts. TF currently has a draft forecast to 2024 which is being extended.

Action: Cashflow update for May Board Meeting - MK

MK left the meeting at 7.40 p.m.

(D) GRANTS REVIEW

KB presented a review of the Trust Grants System. The Board discussed and agreed the Medical Adaptation Grant currently listed as offered by the Trust should be removed, the Board agreed with the fundraisers in place support can be provided to anyone approaching the Trust in sourcing other funds, for example those looking for support with medical needs, the fundraisers can assist in finding sources of funding to apply for, community groups with funding for events and core costs and so on.

GJ left the meeting at 7.55 p.m.

The Board discussed and agreed to send out a community survey in relation to grants with the scoring matrix incorporated into grant forms. This is intended to get a view on what type of support the community is looking for.

The Board discussed supporting local businesses and attracting and keeping business in the area. Currently the Trust subsidises rents at Wildside for local groups using the facility. The Trust is not accounting for the in-kind value of this non-chargeable rent to local groups. The Board agreed this should be accounted for going forward as for the current financial year this amounts to £10,000 expenditure to the Trust.

The Board discussed the timing of review of grants and the current timetable and in relation to Director time TF updated that the timetable must be followed and staff will start to assess grants with the homologation of the Board, with the assessment carried out by staff and the recommendation given by the staff member passed or otherwise by the Board. The Board **AGREED** for staff to assess grants as previously discussed, the process will be finalised and circulated.

SW is currently collating success stories with Trust student grants. There will also be a suggestion 'button' made available to students to put forward other ideas for grant awards.

The Board discussed a new system and process for a new category of educational grant for 0 – 16 and 16 – 18-year olds

In relation to Microgrants the Board **AGREED** to budget £5,000 to continue the scheme previously offered by Stronelairg. The scheme offers non-constituted groups up to £5,000 toward projects.

Action: Remove Medical Adaptations Grant from the list of grants offered by the Trust – KB/LWK/TF

Action: Set list of questions for community survey – KB

Action: Ensure budget balance available when considering grant awards.

Action: Business grants for local business, clarification with SSE, formalise Wildside use for business/local groups – KB/TF

Action: Comparison table – currently offered vs. new grants – KB

Action: Draft template for application forms for microgrants 23/24 plus terms and conditions - KB

(E) GRANT APPLICATIONS

Non-Constituted Group Grants

Applicant: Sian Glanrid-Jones, Litter Pick Refreshments

Reason: Refreshments for volunteers.

Total Cost: £250

Amount applied/eligible for: £250

The Board **RATIFIED** the grant in the sum of **£250**, previously **AGREED** via email.

Applicant: Gary Fentiman, Foyers Bay Radio

Reason: Community Radio Station and flowers for the Bailey Bridge.

Total Cost: £892.00

Amount applied/eligible for: £892.00

The Board **APPROVED** the grant in the sum of **£892.00**

Constituted Group Grants

Applicant: Foyers and Stratherrick Primary Schools

Reason: Transport for swimming lessons, trip to Sea Life Centre at Loch Lomond National Park Centre at Lomond Shores.

Total Cost: £3,307.51

Amount applied/eligible for: £3,307.51

The Board **APPROVED** the grant in the sum of **£3,307.51**

Student Grants

Applicants: Alannah Graydon

Amount applied/eligible for: £250

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

Action: Update grant recipients – LWK

The Board discussed SOSA group's request for payment of £1,000 and agreed this could be paid from the last grant awarded but any further funding would have to be subject to a fresh grant application and assessment.

(F) TRUST MANAGER

Knockie Trust Concordat

The Board **AGREED** £3,000 allocated to the Knockie Trust.

Fireworks

The total Trust event budget is £35,000 including the fireworks in the sum of £4,600. The Board noted the increase in the overall event expenditure forecast is due to the Highland Gathering rental of marquees. The Board **AGREED** the budget £4,600 for fireworks.

Pay Increase

The Board were asked to consider an increase in staff salaries ahead of finalising next financial year's budget.

Staff Funding Award

The has been awarded funding in the sum of £104,000 for two roles over three years - a Marketing role and one to support the Community Action Plan activities.

Coronation

The Board **AGREED** to an additional Bank Holiday for staff.

Pro-active Support for Community Groups

TF took the Board through the 'How to Make your Project Happen Flow Chart' and described the central service the Trust will form in assisting with applications for funding and other processes.

CG left the meeting at 9.12 p.m.

Housing

The Board noted the circulated paper and the suggested value allocated from the Trust Legacy Fund.

Action: Review charity status paper and agenda item for next meeting – All

Action: Review housing paper and discuss – TF, KS and MM

AOCB

First Aid Training

CF is looking into training which would be free if there is a defibrillator installed.

Pilates

The Board noted Pilates are moving to Gorthleck Hall due to the size of the class and storage.

New Members

The Board noted two new members.

July Board Meeting

The Board **AGREED** to cancel the July 2023 meeting due to holidays.

Playparks

The Board had noted the proposal. TF has taken the proposal into consideration in relation to next year's budget and ran through the funding secured to date.

Foyers Bay

The Board noted the report, and the work will take place in June.

Riverside Field

A meeting is scheduled for 17 April. A new advert is being drafted to recruit members from unrepresented areas of the community. Hard copy invitations will be circulated.

Public Hall

The Portable Appliance Testing has brought up essential repairs and the Hall will put in an application to cover the cost.

Action: Update What's on Calendar location of Pilates – LWK/JB
Action: Foyers Bay – any questions to MMS - Directors

(G) DATE OF NEXT MEETING

7.00 p.m. Wednesday, 3 May 2023 at Wildside Centre/MS Teams

The Meeting closed at 10.00 p.m.

Signed by Vice Chair (CF) _____

Date _____