

MINUTES of the MEETING of the STRATHERRICK AND FOYERS COMMUNITY TRUST held in STRATHERRICK HALL, GORTHLECK on WEDNESDAY 2 OCTOBER 2013

Present Graeme Ambrose, Willie Fraser, Sally McGuire, Justin Sharp
Chair Willie Fraser
In Attendance Fiona Ambrose (Secretary), Michelle Allcock (Treasurer)
Apologies Morag Cameron, Sharon Ferguson, Lyn Forbes, Paula Page, Fraser Ross, Ros Rowell

1. MINUTES OF THE MEETING OF THE TRUST HELD ON 4th SEPTEMBER 2013

Approval of the Minutes of the meeting was moved by Graeme Ambrose and seconded by Willie Fraser.

The Minutes of the meeting held on 4th September 2013 were duly accepted as a correct record, were **APPROVED** and signed by the Chair.

2. TREASURY REPORT – SEPTEMBER 2013

A report by the Treasurer provided information on the following areas:-

Financial summary - Total funds in 5 accounts - £141,930.20

Funds remaining in account when grants approved but not yet paid and invoice provisions deducted - £119,345.20

Budget Visualisation – Glendoe – Once the Memorandum of Offer (terms and Conditions) was agreed with SSE the Trust would receive an annual fixed element payment from Glendoe in January 2013 plus a variable element yet to be determined. Half of what we will receive is already budgeted for.

The Treasurer reported that SSE had agreed in principle to the changes to the memorandum of offer and these would be discussed in full at the meeting on 6th November. The Directors **AGREED** that Alex Sutherland and Frank Ellam be invited to the meeting.

Dumnaglass – Alex Sutherland had approached SSE re Dumnaglass. Graeme Ambrose should clarify with Alex the nature of his approach and to report back to Directors and provide any instructions to the Treasurer.

Non disclosure agreements – The Directors authorised the Treasurer to download the appropriate documentation at an estimated cost of £35.

HGA and HHA invoices – Smiddy Project – Two outstanding invoices relating to the Smiddy project required to be paid. The invoice sums (HHA - £3,600 and HGA £1,500) were included in the invoice provisions within the Treasurer's report. The Directors **AGREED** to pay these invoices.

Banking summary – Progress was still being made in changing the signatories for the three banks, namely Bank of Scotland, Santander and Northern Rock.

Grant application status – Four invoices from applicants still outstanding and included in the figures within the treasury summary above.

Letter of Engagement – The letter of engagement with the A9 Partnership required to be signed and all Directors needed to provide documentation to conform to the Money Laundering Regulations.

Other treasury matters – Document processing – There was discussion on the need to ensure a document recovery plan was in place and on other issues relating to document processing. The Directors **AGREED** to set up e mail addresses for Trust Directors and that Graeme Ambrose discuss with the Treasurer the best solution for the backing up of structured documents.

3. **GRANT APPLICATIONS**

a. Energy saving grant – Foyers

It was **AGREED** to award the sum of £3,000 towards the installation of a wood pellet stove at a house in Foyers.

b. Small Grant application

It was **AGREED**, to make a donation of £95 towards the costs associated with competing in a sporting event in Wales.

c. Main Grant Application – Community Fireworks display

It was **AGREED** that, as this was a well attended community event, the sum of £2,200 (£200 of which was for the cost of travel to Birmingham to collect the fireworks) be awarded to the Foyers Fire Brigade who had submitted the application on behalf of the Community Council. The Treasurer to discuss with the applicant the best way to deal with the payment.

4. **REQUESTS FOR PAYMENT OF GRANT**

a. **STRATHERRICK HALL**

The Chair of the Hall Committee had submitted invoices in the sum of £8,000 for works completed to the hall roof and other associated improvements. This left remaining grant still to be claimed in the sum of £2,685.

The Directors **AGREED** to pay the sum of £8000 requested.

b. **APPLICANT IN FOYERS FOR WOOD PELLETT STOVE**

An applicant in Foyers had submitted invoices for the installation of a wood pellet stove. The grant application had been approved at the Directors meeting held on 5 July 2012. The application for payment was outwith the 12 month period in the offer of grant letter. However, it appeared that the paperwork for this application was incomplete and the applicant was not aware of this condition.

The Directors **AGREED** to pay the sum of £2244.40

5. **APPOINTMENT OF TRUST DIRECTORS ON REVIEW OF ARTICLES SUB GROUP**

The Community Council had appointed Martin Donnelly, Liam McNally and Ian Bateman to the Review of Articles sub group. Rory Dutton had confirmed that he would be able to attend the first meeting week beginning 21st October.

The Chair stated that he wished those Trust Directors with the best knowledge and experience of Articles of Association to represent the Trust on the sub group. The Directors **APPOINTED** Lyn Forbes, Graeme Ambrose and Sharon Ferguson. The Directors also **AGREED** that the Secretary of the Trust would assist the Sub Group with administrative matters.

6. APPLICATIONS FOR MEMBERSHIP

Eighteen completed membership application forms had been received.

The Directors **ACCEPTED** the applications for membership as detailed in the report by the Secretary.

The Secretary advised that the applications for membership provisionally accepted at the last meeting on 4th September could now be progressed as the issues relating to the special resolutions and the Articles of Association had been resolved.

7. FOYERS TOILETS

Mrs Cameron had advised by e mail that she was seeking clarification of a number of issues with Highland Council and would prepare a report for the next meeting.

8. SEAM CENTRE (Sustainable Energy And Micro-Renewables Centre) SEMINARS

The SEAM Centre at Inverness College was hosting a series of four free renewable energy and sustainable construction seminars in October and November.

The Directors **NOTED** the seminars and **AGREED** that if anyone was interested in attending they should book a place directly with the Centre.

9. BOLESKINE BULLETIN INVOICE FOR INSERT IN SEPTEMBER BB

An invoice for the sum of £42 had been received for the Trust insert in the September BB.

The Directors **AGREED** to pay the BB invoice in the sum of £42.

10. STRATHERRICK HALL RENTAL INVOICE

An invoice had been received for the rental of the hall for the period from January to July 2013. The invoice was in the sum of £91 (13 hours @ £7 per hour).

The Directors **AGREED** to pay the Stratherrick Hall invoice in the sum of £91.

11. UPDATE ON DIRECTOR'S ACTIVITIES

Graeme Ambrose advised that he had met with Alex Sutherland and Frank Ellam to get an update on the present status of the various schemes in progress in the area

12. INVOICES SEPTEMBER 2013 – SECRETARY & TREASURER

The following expenses were **APPROVED** and signed by the Chair

- Secretary's expenses for the period 20 - 28 September 2013 - £486.72
- Treasurer's expenses for the period 1 – 29 September 2013 - £371.40

13. OPEN DAY

There was a brief discussion on the progress being made and any outstanding issues relating to the Open Day on Friday 4th October.

14. DATE OF NEXT MEETING

Wednesday 6th November at 7.30 p.m. in Foyers School

The meeting closed at 10.20 p.m.

Signed by Chair

Date
