

MINUTES OF THE MEETING OF THE STRATHERRICK AND FOYERS COMMUNITY TRUST HELD VIA ZOOM AT 7.00 p.m. ON WEDNESDAY 5 MAY 2021

Present	Frank Ellam (FE), Russell Bain (RB), Jillian Barclay (JB), Kirsty Balfour (KB), Catriona Fraser (CNF), Chris Gehrke (CG), Gareth Jones (GJ)
Apologies	Lorraine Lewis (LL), Chris Finlay (CF)
Chair	Kirsty Balfour (KB)
In Attendance	Tony Foster (TF)
Non-attendance	Martin Donnelly (MD)
Minutes	Laura Walker-Knowles (LWK)
Declarations of interest:	None.

A. INTRODUCTION

The Chair welcomed everyone to the meeting.

The Board noted that Martin Donnelly has been notified via e mail that as he has failed to attend more than three board meetings without permission he will be removed as a Director. KB is also sending correspondence via post.

The Board discussed the upcoming vacant position and hope a volunteer from interest in the Community Action Plan (CAP) will be found. The Board discussed co-option of a Green Team member. The Board noted there are three co-opted spaces of which two are currently used. The Board discussed the Liaison Director position and the Trust will wait to see the outcome of the CAP.

B. MINUTES OF BOARD MEETING – 7 APRIL 2021

RB **PROPOSED** and JB **SECONDED** and the Minutes of the meeting held on 7 April 2021 were **AGREED** as a correct record without any further amendment and **APPROVED** and signed by the Chair.

Matters Arising

The Board noted the 7 April Minutes had been amended, the Riverside Field Tea Break advertised and finalised reports sent to SSE. The Board also noted the Foyers Bay Steering Group and Virtual Tea break had been reported on website.

Broadband

The Board discussed the earlier e mail exchange regarding an agreement with Cromarty Firth Wireless Networks (CFWN). If a decision is made to enter a partnership agreement, it was proposed the Trust authorise a budgeted sum of money for legal fees to draw up an agreement. The Board noted the agreement had been made offline and ratification was only required at this meeting. The budget for legal fees to forge an agreement and preliminary costs was between £500 to £1,000 further to receipt of one quote therefore the Board **AGREED** a little extra for wiggle room should be given to avoid recourse back to the Board and an upper limit of £2,000 was set.

Riverside Field Steering Group Response

The Trust has received two responses from community members. The Board discussed and agreed additional members should be sought. The Riverside Team will send a follow up e mail with a deadline to sign up for active involvement.

Action: Chase up possible members for the steering group – CNF

Action: Text for website and Facebook – CNF/JB

C. FINANCE

The Board noted the finance report and FE updated with the month end bank interest figure received.

The Board noted the usual PDF of invoices paid had not been uploaded with the Board papers and should any Director require sight of any particular invoice/s FE will make them available.

The Glendoe payment has not yet arrived but is in hand.

The Board noted the annual reports had been completed for SSE in the new format; two reports had been completed for each of the three funds. The reports are available on the Trust's internal SharePoint. The Board thanked FE for all his input into the reports, which had increased from previous years.

FE took the Board through the Management Accounts. The Board noted the profit and loss account to 31 March 2021. In relation to expenditure, FE advised that as most of the depreciation related to community projects such as Wildside rather than administration, the depreciation cost has been separated and the amount relevant to community projects has been moved to the more appropriate heading of grant awards and community projects.

The Board noted the balance sheet and the increased value of fixed assets.

The Board discussed the Stratherrick and Foyers Community Council (SFCC) grant underspend of around £9,500 and within that value the provision of £4,500 for porta-loos, however, SFCC only spent around £950 of the grant during the year. There is underspend of approx. £3,500 on the porta-loos and SFCC have requested to keep hold of the underspend to spend on porta-loos this summer at Foyers. The Board noted that SFCC also have a grant from the Highland Council.

SFCC will repay the remainder of the underspend. The Board **AGREED** to the part of the total underspent amount of £3,500 to be used on porta-loos this year.

The Board discussed the position of volunteer Finance Director and the next news will include a final appeal to fill the position.

The Board noted grants training on Monday 10 May for CNF and CG, with KB and FE.

D. GRANT APPLICATIONS

(a) Gary Fentiman – Non-Constituted Grant

Flowers for the Bailey Bridge this spring and summer 2021 and 2022.

The Board **APPROVED** the grant in the sum of **£953.80**.

Fund: Glendoe

E. JANITOR/CARETAKER ROLE

The Board were pleased to note Mark Henderson had been offered and taken up the role of caretaker with the Trust. Mark started on Monday 3 May and is currently focussing on getting Wildside tidied up, health and safety checked, Covid secure and ready for reopening up on 17 May.

The Board discussed various storage options for property kept at Wildside and the possibility for storage at Errogie Church.

F. COMMUNITY ACTION PLAN

TF updated the Board on the Community Assembly which went very well and the first of the action groups met last night. This was in relation to the theme Connections. It was very well attended and one of the actions from this meeting is to have a Director in attendance at each working group. Directors should choose a meeting appropriate to what they are interested in.

RB has attended one of these meetings, but without influence. The Board were interested how much involvement Directors should have with what happens in the CAP. TF advised that from this point Directors can be involved and participate in as much as you they would like.

CNF made it clear during the first Assembly that attendance was as a member of the community and the Board agreed it was important that the community see Directors have personal opinions.

JB is attending the Community Life meeting next week and will be attending as a member of the mother and toddler group and is trying to drum up interest amongst the other members.

The Board discussed the whereabouts of the link to the meetings and the need to send them out to the Trust member directory.

Nick Wright has sent an e mail to signed up parties about the Communications meeting.

The Board discussed the benefits of the breakout rooms at the first communications meeting. The Board noted this was helpful for community members to find their voice. Also of benefit was the summary Nick gave about the meeting content, in particular, as it is difficult when you are listening to manage understanding without burdening members with too much information.

The Board were impressed with Nick and his team.

Action: Check and send further dates to the Trust Membership Database too – TF/LWK.

Action: Advise TF which action groups to attend - Directors

G. MONTHLY UPDATES

(a) SSE Meeting

No update for this meeting.

Stronelairg

CNF updated on the meeting of the Stronelairg Panel held at the end of April. There have been no applications for the past two meetings. The Board noted that around £108,000 remained to spend on applications from the Stratherrick and Foyers area. The Board noted applications are turned around quickly in around 4 to 6 weeks and constituted groups can apply for up to £10,000.

The initial time frame for the whole grant fund to be spent was three years, however, discussions with SSE suggest the scheme may be extended for a few years to enable spend. The next meeting is at the end of July and CNF will update on the extension then. The Board noted if the fund is not spent within an extended period of time it will return to the Trust.

TF suggested looking through the CAP to see if there is anything that can be taken forward sooner utilising this funding stream.

Action: Re-advertise the funding on Facebook/Trust Media – JB/LWK

Action: Blurb from Marianne for the News/Trust Media – CNF/JB

Action: E mail constituted groups in the area – JB/LWK

H. QUARTERLY UPDATES
(a) Foyers Bay

RB thanked TF for taking on the first steering group.

The Board noted the report on the website in the Directors section. Comments have been taken on board on how the Trust are going to engage community members. There had been a positive response to the planning application for the slipway and LL has sent an e mail today to instruct the architect. The Board noted that some under water works will need to be carried out first.

Once there are users in the area the Board hoped that would generate more community engagement in extending the project. However, the Board noted potential difficulties in terms of not owning the land, which the Trust currently only leases. There may be the need for a discussion whether it is worth investing in other things, as match funding would prefer ownership of the land.

In the meantime, the initial action is to get the slipway in and send a survey out to attendees of the meeting on what they would like to see happen next.

(b) Liaison Director

As mentioned earlier in the meeting, the co-opted position of Liaison Director remains vacant. In the meantime, TF has written a report for the Community Council (CC) which was shared at their meeting last week. The plan is for TF to draft a regular report for the CC and share it with Trust Directors and as a report to Trust employees.

I. AOCB

Membership

The Board noted Ordinary member applications from Ian Cameron and Maire Brown.

Summer Gala

The Board noted JB's summer gala report. JB updated this was a step back from the initial grand scale plans.

The Green Team are keen to be involved in arranging a summer gala at the shinty pitches and the Trust communications team also would like to do something safely this summer. Currently 24 July is pencilled in for the Stratherrick Market and it is hoped the summer gala can run alongside. This will include a barbecue, kids' activities and competitions. The Board discussed a few ideas for competitions that could be started prior to the event itself.

The Trust communications team are looking for a similar budget to the Winter Wonderland event held in December 2020 and to include funds to help support stall holders attending the community market with provision of pop-up gazebos where they do not own their own.

The Board noted the gala, on a larger scale, will be held at the shinty pitch in the future, once the Lease Agreement is finalised, which is likely to be next year.

The Board noted the Highland Council advice regarding Covid and events and in particular in relation to live music.

The Board **APPROVED** the budget for the summer gala up to a maximum of sum of £5,000.

Action: Circulate Highland Council guidance - TF

Knockie Trust

CNF updated the Board that at the recent Knockie Trust meeting Nick Wright attended and gave a presentation on the CAP which was met with good input from the Trustees.

Beekeeping Course

The Board confirmed given the timescales this grant application would be assessed out of the usual cycle before the next meeting.

Benches / Landscaping

The Board noted a suitable quote had been chosen and an approach for landscaping is being pursued.

Wildside

Bob Main will be attending to lay the top soil for the lawn areas. The Board noted Graeme Bain had done a good job clearing and cutting down the brash ready for seeding and the seeds for the lawn are ordered.

The Board discussed the involvement of the Green Team and a possible community beehive. The Board also discussed the potential for a small garden for each of the primary schools. The Wildside Team added the ideas to the list.

J. DATE OF NEXT MEETING

Next meeting 2 June 2021, 7 p.m. via MS Teams.

The meeting closed at 9.10 p.m.

Signed as a correct record of the meeting	
Signed	Date
Chair (Kirsty Balfour)	