

**MINUTES OF THE MEETING OF THE STRATHERRICK AND FOYERS COMMUNITY TRUST HELD VIA ZOOM AT 7.00 pm ON WEDNESDAY 6 OCTOBER 2021**

**Present** Frank Ellam (FE), Jillian Barclay (JB), Gareth Jones (GJ),  
Catriona Fraser (CNF), Russell Bain (RB), Kirsty Balfour (KB)

**Apologies** Chris Gehrke (CG), Chris Finlay (CF), Lorraine Lewis (LL)

**Non-attendance** -

**Chair** Gareth Jones (GJ)

**In Attendance** Tony Foster (TF), Carlene Vincent (CV)

**Declarations of interest:** KB declared an interest in Stratherrick Public Hall.

**A. INTRODUCTION**

The Chair welcomed everyone to the meeting.

**B. MINUTES 1 SEPTEMBER 2021**

RB **PROPOSED** and KB **SECONDED** and the Minutes of Meeting held on 1 September 2021 were **AGREED** as a correct record without any further amendment and **APPROVED** and signed by the Chair.

**Matters Arising**

Colin Armstrong invoice has been authorised and paid.

Clarendon are attending the November 2021 Board meeting.

In relation to the Wildside insurance policy TF summarised and more detail is covered in Trust Manager's report.

In relation to the AGM, the Board noted only twenty attendees would be allowed under current government guidance, plus the Board at the AGM 2021.

Advance notice of the AGM is included in the recent newsletter.

Membership letters and certificates have been sent.

**C. FINANCE REPORT**

The Board noted CV's circulated finance report.

The Board noted the accounts had now been uploaded to Quick Books.

**Annual Accounts**

FE took the Board through the annual accounts to the year ending June 2021.

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JB **PROPOSED** and RB **SECONDED** and the accounts for the year ending June 2021 were **APPROVED** by the Board and duly signed by the Chair.

*Action: Banking log-in – CV and CNF.*

#### **D. GRANT APPLICATION**

##### **(a) Student Grant Applications**

- (i) **Applicants:** (i) Anna Yeats, (ii) Emily Bloodworth, (iii) Davie Macpherson, (iv) Isabel Slater, (v) Jessica Main, (vi) Maire Brown, (vii) Raine MacGruer, (viii) Ryan Sharp, (ix) Abigail Kirkland

**Amount applied for:** £500

**Purpose of grant:** Student Expenses

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

Fund: Glendoe

##### **(b) Non-Constituted Grant Application**

- (i) Applicant: **Alister Chisholm**

**Purpose of Grant:** Compilation and publication of a memorial booklet on those fallen listed on the Stratherrick War Memorial and the World War 1 effort locally.

**Amount applied for:** £1,000

The Board **APPROVED** part of the grant in the sum of £1,000.

Fund: Glendoe

*Action: Information on the existence and availability of the book at the War Memorial – CNF*

##### **Non-Constituted Grant Application - Soup to Go**

The Board noted the Soup to Go application had been withdrawn.

##### **(c) Group Grant Application**

- (i) Applicant: **Boleskine Community Care (BCC)**

**Purpose of Grant:** Support Service Employment. Part-time Community Liaison and Development Officer and part-time Business Administration Assistant, furniture, equipment and other expenses.

TF and GJ update the Board on their meeting with BCC.

**Amount applied for:** £60,517

The Board **RATIFIED** the grant award and conditions in the sum of £60,517.

Fund: To be confirmed.

## **E. QUARTERLY REPORTS**

### **(a) Communications**

TF explained the simple communications strategy borne from the CAP alongside the vision and aims of the organisation. The Board noted the plan lists a number of communication methods developed over the last twelve months and breaks them down, with details of the benefits of good communication and the target audience. The weekly project updates feed into the weekly social media updates. The Board were pleased with the new strategy.

GJ and the Board thanked JB for her excellent efforts over the last 12 months with communications and events.

### **(b) Funders**

The relationship with SSE has been positive over the last twelve months and the Board noted the scheduled meeting with SSE on 7 October and all who would like to were invited to attend.

*Action: Remind SSE Dunmaglass payment due in October and seek assurance future payments will be on time - TF*

### **(c) Wildside**

The Board noted the circulated report and the costings and invitation to tender for the upgrade to the path. The Board noted the considerations in the design of the path and the choice of wood rather than tarmac. KB took the Board through the costing spreadsheet of all the different options for the path.

The Board **APPROVED** the release of the tender to the public for the path.

The Board discussed the amount of crockery and cutlery available at Wildside for events. TF advised that currently outside catering with provision of crockery and cutlery is the current suggestion to those booking. Concern was also expressed in relation to the size of the waste bins in the toilet facilities when there are larger gatherings.

In relation to the Petanque Court, the Board noted a request from SOSA for a larger court to be built at the end of the lawn area. The Board agreed the idea should go to the steering group first and an output report on usage should be sought. On further discussion the Board would prefer any replacement Petanque Court as a grant application with support.

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The Board discussed the benefits of an all-weather surface to facilitate other types of games and noted that moving the court would allow decking to go in the marquee.

The Board discussed the current and expected use of the marquee and making it more accessible.

In relation to the building, replacement of loose ridge tiles is necessary, at the cost of £1,400. The Board **APPROVED** the replacement of ridge tiles.

The Board discussed construction of a small play park

*Action: Install larger waste bins – TF/MH*

*Action: Usage report of the Petanque Court from SOSA - KB*

*Action: Funding for play park, [investigate Robertson Trust and MacKenzie] – CT*

#### **(d) Grants**

The Board noted the Grants Notice.

*Action: Add Notice to notice boards – JB*

*Action: Add Notice to website - LWK*

#### **(e) Broadband**

GJ updated the Board on the final updates from the Scottish Government and British Telecom (BT) R100 rollout. Following the R100 rollout announcement, the Broadband Team met with Cromarty Firth Wireless Networks (CFWN) and they confirmed it is no longer commercially viable for CFWN to provide broadband to Stratherrick and Foyers, without additional funding, as infill strategies are not commercially viable.

The Board reflected upon the investment to date, the rationale for the transfer and provisions to safeguard the network in the future.

CFWN will make their best endeavours to provide services to areas out with the scope of R100, in order that those who do not get fibre to the door, will get a broadband service.

The Board extended thanks to Chris Gehrke for his work on the project.

*Action: Inform customers before finalising any agreement with CFWN*

*Action: Confirm how much invested in the project since the start of service - CV*

## **F. MONTHLY REPORTS**

### **(a) SSE Meeting**

As mentioned earlier, the meeting scheduled for tomorrow is open for all Directors to attend.

## **(b) Trust Report**

The Board noted the circulated report and an extensive report on the CAP. A separate meeting will be scheduled once the Directors have read through the paper.

In terms of employment there have been no responses for the advertisement for cleaning staff and catering/bar and audio visual services.

The facilities manager ?– potential savings have been made against budget with broadband and the land at Inverfarigaig was a lower purchase price than expected.

There will be an opportunity to look back at the budget at the fundraiser, SSE are very keen for this to happen and the more the Trust deal with other community groups becomes something we should keep revisiting.

In relation to insurance, the Wildside insurance does not cover third parties using the premises and it is recommended that groups take out their own cover.

All accountability for the Funders Agreement for Foyers Toilets sits with the Trust. This accountability however will be passed on to the Community Council via a form of indemnification in order to protect the Trust. The solicitor has looked at the grant conditions and the Lease and there are no apparent contradictions. The Memorandum of Understanding is drafted and is all in order.

TF is ensuring all updates are in on a Thursday and encouraged everyone to read them, as it is useful way to catch up and respond to any queries.

### **Event around the CAP**

The plan is to invite stakeholders and groups and there is currently a provisional date of 11 November 2021.

*Action: Circulate CAP documents – TF/GJ*

*Action: Agenda item next meeting – CAP and community groups - LWK*

*Action: Board to discuss CAP - Directors*

*Action: List points to discuss – GJ/TF*

*Action: Ideas for groups to invite to the event and those to thank – Directors*

### **AGM Timetable**

TF suggested drafting a profile of what is expected and minimum requirements of being a Director. If each Director could suggest up to two persons to ask if they are interested in being a Director. There may be other suggestions of members partaking in action groups and Nick may also have some suggestions as to beneficial Board members. In order to help identify potential new Directors TF suggested a skills audit of the current Board to highlight the existing talent base and what is missing. The Board discussed the time commitment required.

*Action: Suggest two community members for Directorship – Board*

*Action: Revise description of Director commitment - TF*

## **G. WINTER WONDERLAND EVENT PLANNING**

JB took the Board through the draft budget: -

- Lighting and music up to £3,000
- Educational presents up to £1,000
- Hot beverages/mulled wine, festive treats, Christmas Tree etc. minimum £1,000
- Contingency £1,000

The Board discussed the fireworks display and Directors **APPROVED** £2,000 of the fireworks budget transfer to the Winter Wonderland Event budget.

The Board **APPROVED** the budget for the Winter Wonderland Event in the sum of £6,000.

CV queried the process and approval for setting up an Amazon Business account (and accounts with companies in general) to reduce the amount of spend from Directors' own pockets. It was noted that project leads would be responsible for the control and approval of budgeted spend. The Board **APPROVED** the creation of an Amazon Business account.

*Action: Set out process for the use of the Amazon Business account - CV*

## **H. FIRE ALARMS**

The Board discussed the new legislation.

TF had calculated the cost of the kit and installation and the Trust does not have the budget. There is a government grant available that can be applied for if residents meet certain criteria. The calculated cost of £75,000 was put to SSE and they rejected it, citing personal gain, which cannot be supported. A further proposal to buy twenty alarms was not supported either.

CNF suggested contacting the Scottish Fire and Rescue Service for their support as there is an obligation by the service to provide fire alarms and any other measures that prevent a fire hazard.

*Action: Circulate position on alarms to community – Comms Team*

## **I. AOCB**

### **Stratherrick and Foyers Community Council Grant Application**

The Board discussed the changes to the grant application and assessment.

*KB declared an interest in the next item.*

### **Stratherrick Public Hall**

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The Board noted work has started on repairing the roof and it is clear there is a major problem with roof. A pitch is required to allow the water to run off. An additional estimated cost of £5,672 has been received and the Hall Committee are asking the Trust for an emergency grant.

The Board agreed that an additional grant application be submitted by the Hall for the £5,672 to be assessed urgently.

**Cleaner Position**

The Board discussed the hourly rate of the advertised position and the current demand.

*Action: Revise cleaner position – TF*

*Action: Advise Hall Committee to complete and submit application as soon as possible - GJ*

**J. DATE OF NEXT MEETING**

7.00 p.m. Wednesday, 3 November 2021 at Wildside Centre

AGM, 7.30 p.m. Wednesday, 24 November 2021 at Wildside Centre

*The Meeting closed at 10.10 p.m.*

Signed by Vice Chair (GJ) \_\_\_\_\_

Date \_\_\_\_\_