

**MINUTES OF THE MEETING OF THE STRATHERRICK AND FOYERS
COMMUNITY TRUST HELD VIA ZOOM AT 7.00 pm ON WEDNESDAY 1
DECEMBER 2021**

Present Gareth Jones (GJ), Catriona Fraser (CNF), Kirsty Balfour (KB),
Ken Sinclair (KS), Lorraine Lewis (LL), Maire Brown (MB),
Maureen McGuire (MG), Chris Gehrke (CG)

Apologies Mark Sutherland (MS)

Non-attendance -

Chair Kirsty Balfour (KB)

In Attendance Tony Foster (TF), Carlene Vincent (CV), Caroline Tucker (CT)

Minutes Laura Walker-Knowles (LWK)

Declarations of interest: MG declared an interest in Maureen McGuire Student
Grant Application.

A. INTRODUCTION

The Chair welcomed everyone to the meeting and introduced the new Directors.

B. MINUTES 3 NOVEMBER 2021

LL **PROPOSED** and GJ **SECONDED** and the Minutes of Meeting held on 3 November 2021 were **AGREED** as a correct record without any further amendment and **APPROVED** and signed by the Chair.

Matters Arising

Hall Committee

In relation to the mould, an offer of assistance has been extended to the Hall and is being progressed.

Systems/Governance Independent Review

The Board had decided to take the in-depth survey forward.

Winter Wonderland Event

Assistance is requested from the Board setting up the event on 10 and 11 December 2021 is needed, contact CT.

C. FINANCE REPORT

The Board noted CV's circulated finance report and for the benefit of the new Directors CV explained the purpose of the monthly finance report.

CV took the Board through the cashflow, budget and forecast and the Financial Management Policy.

The Board discussed the empowerment of local groups and associated financial matters relating to policy and ownership of projects; and potential governance policies which will surround this.

The Board discussed the format for reporting on current and future projects.

The Board **APPROVED** the addition of Tony Foster as a signatory at the bank account.

Action: Agenda item financial management/groups January 2022 Board - LWK

D. GRANT APPLICATIONS

(a) Student Grant Applications

- (i) Applicants:** (i) Angus MacGruer (ii) Graham Bain (iii) Isabella Cameron (iv) Verity Cameron

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) Student Grant Application

Applicant: (v) Jan Bain £250

Amount applied for: £250

Purpose of grant: Student Expenses

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

Fund: Glendoe

7.47 p.m. MM left the meeting for the next item.

(c) Student Grant Application

Applicant: (vi) Maureen McGuire £400

Amount applied for: £400

Purpose of grant: Student Expenses

The Board **APPROVED** the grant in the sum of **£400**.

Fund: Glendoe

7.50 p.m. MM returned to the meeting.

The Board noted the value of student awards were offered based, along with other criteria, on duration, and KB gave the additional detail for the new Directors:

£100 contribution for courses up to 1 month in length

£250 for courses from 1 month - 3 months

£400 from 3 months - 6 months

£500 for courses 6 months – 1 year

The Board discussed the internal scoring system on the student grant assessments and noted the scoring of an assessment was based on how complete the application was when it is received. A lower score is awarded if a completion report and/or confirmation of enrolment are not included, or the application is illegible, for example. The Board noted a 'fresh' application is required for each student year, as detailed in the grant application guidelines, so for longer-term courses, such as University, applications require evidence each year.

(d) Constituted Group Grant Application

(i) Applicant: **Kilchuimen Academy**

Purpose of Grant: Ski trip for 12 pupils from the Trust area as part of a larger ski trip with Kilchuimen Academy.

Amount applied for: £520.68 (total cost £3,620)

The Board **APPROVED** part of the grant in the sum of £520.68.

Fund: Glendoe

The Board discussed local transport provision and reinstating the Trust Transport Team.

E. QUARTERLY REPORTS

Riverside Field

TF updated the Board. The group has now met with planning and there were a few changes to the Master Plan. Mainly in relation to questions regarding bus stops and the bridge however, there is no information on Council works on the Bridge so the plan will be submitted as is.

Action: Arrange a meeting to draft real time communications - TF

F. UPDATED STATEMENT OF FINANCIAL PRINCIPLES

GJ explained to the new Directors the purpose of the Legacy Fund. The Board discussed where the Trust funds were invested and the possibility of investing in biotech.

The Board discussed volatility and the current portfolio.

Action: Further review of Clarendon documentation and arrange meeting with Sir Frederick, if necessary – Directors

Action: Request copy of and collate questions for Clarendon presentation in October 2022 – August 2022 Board Agenda, add to timeline for 2022 – LWK

G. MONTHLY REPORTS

(a) Trust Manager

The Board noted the circulated report. TF highlighted the purpose of the Pulse Survey and useful information will be generated from the survey over the next few years.

The Community Action Plan (CAP) launch was well attended, and hard copies of the report will be distributed in the next few weeks. Current projects are included and some new, since the report was released. It is evident stakeholders are engaging with the process, including the Forestry Commission and Council, this is in addition to support from the Trust to the action groups.

The Board noted Mark Henderson, Caretaker has resigned and leaves on 20 December. An advertisement for a replacement has been circulated.

Following the CAP the Trust would like to take forward the Fundraising Role. TF highlighted there was now an underspend in the budget and it would be good to advertise the vacancy now. In relation to fundraising, the Trust have a goal to match the £4 million from wind farms and hydro over the next four years. The funding will go not just to the Trust but also to other organisations supporting the CAP objectives.

TF requested the Board consider advertising the role now. The Board discussed the salary level, type of contract and duration of the position.

TF took the Board through the summary of expenditure pie chart to demonstrate the current amount of staff salary as a portion of all Trust expenditure.

TF highlighted the possible reduction in the reserve fund, to release funding, which will be reviewed with Community Enterprise (CE) and brought back to the Board.

The Board discussed the half yearly review and availability of the budget for the position. The Board noted the forecast for underspend was currently against Broadband and the land at Inverfarigaig, amongst a few others.

The Board discussed the relative value between the Trust's current projects.

The Board **AGREED** the position of Fundraiser be advertised as a permanent contract at the suggested salary bracket.

TF updated that CE will be carrying out a review and drafting a Business Plan for the Trust. During the review the question of impact can be brought up. CE would be the best to give guidance in the context of the type of area the Trust are working.

H. WINTER WONDERLAND EVENT PLANNING

KB asked for any volunteer time on 10 and 11 December and CT will e mail to remind and advise what slots were available and what for.

I. AOCB

Boleskine Community Care (BCC)

TF updated the Board that at the CAP launch BCC made a plea for carers. TF is intending to meet with the Chair on Friday about the issue. TF updated the Board on a number of internal issues that BCC is currently experiencing, including the postponing of their AGM and a number of resignations.

The Board noted that the recent grant awarded by the Trust to BCC was based on good governance, which is currently compromised. The Board agreed to suspend funds to BCC until they have resolved matters and feel in a stronger position to accept the grant and its conditions.

Improving Meeting

KB asked for suggestions on improving the Board Meeting. MM requested a focus for the year. Updates on projects. The Board will review and assign project leads/teams and project reports are available a week before meetings on the Trust SharePoint.

Action: Laptops working by the end of the week – LWK/TF/ITP

J. DATE OF NEXT MEETING

7.00 p.m. Wednesday, 12 January 2022 at Wildside Centre

The Meeting closed at 9.50 p.m.

Signed by Chair (KB) _____

01/12/2021

Date
