



**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 February 2025**

**Present** Maureen McGuire (MM); Maire Brown (MB); Ken Sinclair (KS); Mark Sutherland (MS); Craig Lightbody (CL); Peter Faye (PF); Michael White (MW); Stewart MacPherson (SM); Chris Gehrke (CG); Malcolm Stewart (MMS).

**Apologies** Susan Greer (SG).

**Non-attendance**

**Chair** Maureen McGuire (MM)

**In Attendance** Jewels Lang (JL) - SFCT CEO; Fiona Mustarde (FM) - SCFT Finance Officer.

**Minutes** Jewels Lang (JL) - SFCT CEO

**Declarations of interest:**

None

## **INTRODUCTION**

MM welcomed the Board and staff members to the meeting.

## **FINANCE REPORT**

FM went through the finance papers which were circulated to the Board prior to this meeting. These included:

- Finance report 5 February
- Board Cash Flow 24-25 December 2024
- Management Accounts
- Quarter 2 Management Accounts

## MINUTES

PF **PROPOSED** and MB **SECONDED** the Minutes from the Board Meeting held on 8 January 2025 and these were **AGREED** as a correct record and **APPROVED** by the Chair.

## ACTIONS FROM THE PREVIOUS MINUTES

MM/JL went through the list of actions from the previous minutes:

- JL to ensure Sharepoint training for the board is actioned upon return of KC – Ongoing
- JL/PF to action improving the floodlights at Wildside – Ongoing
- JL/KC to locate list of current contractors and propose contractor policy to board i.e. local first – Closed.
- Management Accounts – Board Members to review and feedback by 24<sup>th</sup> January 2025 – Closed.
- CG to write email on proposed improvements to accounts to take into account phasing – Closed.
- JL to liaise with FL on board recommendations i.e. contingency in future budgets, plan for valuing assets, Capex plan and improvements to Financial Report and Accounts – Closed.
- CEO to report at next board meeting on what status currently is and what is outstanding re policies and procedures – Ongoing.
- JL work with Lead director and Caroline on state of Errogie church with to give appropriate guidance on actions, task list and prioritisation and budget (past and present) - Ongoing.
- JL to discuss GDPR with Knockie Trust – Closed.
- JL to ensure that note is made to amend constitution at next AGM – Ongoing.
- JL, KC, KS and CG to discuss allocation policy and report to board – Closed.

## GRANTS

The Board **APPROVED** the following grants:

**Student Grants:**

Grant MacGruer: £500.00 for course costs.  
Maureen McGuire: £500.00 for course costs.

**Actions: KC to send grant letters to all recipients upon return to work.**

**CHAIR/CEO REPORT & PROJECT UPDATE**

The Board noted the circulated report.

**Community Van**

The CEO shared a detailed proposal for usage of the van prior to the Board Meeting. The Board **APPROVED** these proposals.

**Project Management:**

**Action: Ensure proper project plans are in place for all initiatives.**

**Errogie Church:**

**Action: Provide a breakdown of the budget and expenses for the Errogie Church project.**

**Action: Compile a summary of the "lessons learned" from the Errogie Church project.**

**BCC:**

**Action: Schedule a meeting between the Trust and the Community Council chairs to discuss the BCC project to purchase the shop. Shop Action Group, at Feasibility Study Stage. Funders need cross community participation including 2 Trust Directors**

**Directors Code of Conduct:**

**Action: Review the director's code of conduct and address any potential violations.**

**COMMUNITY LIAISON OFFICERS REPORT**

CL emailed the Minutes from the previous Community Council Board meeting which were circulated prior to the Board Meeting.

**Action: Discuss a strategy for engagement with the Community Council regarding apprenticeships and employment opportunities.**

## **AOCB**

### **Knockie Fund:**

**Action: Prepare a paper outlining options for the relationship with the Knockie Trust, including the possibility of a formal Memorandum of Understanding.**

## **DATE OF NEXT MEETING**

2 March 2025 at the Wildside Centre/MS Teams

*Meeting closed at 22:20.*

Signed by Chair (MM): \_\_\_\_\_

Date: \_\_\_\_\_