

Minutes of Fort Augustus and Glenmoriston Community Company
Business Meeting
Held on Tuesday 28th January 2020
In the Resource Room, Fort Augustus Medical Centre

Board Directors Present: Chair - Harry Whiteside (HW), Phil Di-Duca (PD), Jeff Dymond (JD), Felix Paterson (FP), Elizabeth MacEachen (EM), Lorn MacKay (LM), Derek Sumner (DS), Chris Nelson (CN)

Apologies: Ian Farmer (IF) David Campbell (DC)

In attendance: Chief Officer – Angela Williams (AW)

Minute taker: Karen Edwards (KE), Administrator

Item	Minute	Action
1	Welcome & Apologies The chair opened the meeting welcoming directors and thanking them for attending. Apologies from Ian Farmer and David Campbell	
2	Minutes from 10th December 2019 Approved by PD, seconded by FP	
3	Matters Arising from previous minutes <ul style="list-style-type: none"> HW suggested that the next Ness News article from FAGCC should include an explanation of the grant process and how to apply. 	KE
4	Health & Safety Update <ul style="list-style-type: none"> HW asked if Directors had read the report, circulated in advance, and had any questions. She highlighted that it was planned to set up a sub group of Directors soon to focus on this issue. It was suggested that the following items needed to be added: Water testing for Legionella, Chainsaw licence updates There have been reports of wild boar sightings on the Old Convent Land. This will need to be monitored. Concerns were expressed that as part of the fencing near the caravan park had been removed by the owner this was giving easy access. FP to approach Caravan Park about them re-instating the fencing as had been agreed with them when it was removed in error. 	AW FP
5	Chief Officers Report <ul style="list-style-type: none"> Directors were asked if they had read the report circulated prior to the meeting and if they had any questions. HW explained that the Living Wage actually went up in November but has to be implemented by May. As our salary review time is in April it is easiest to keep in line with this as we are still able to fulfil our obligations. AW explained that the next meeting will be predominantly to agree the budget for 20/21. She will be sending out a proposed budget no later than 2 weeks ahead of the next meeting to give Directors time to review and come armed with questions. AW gave additional information about the application to Heritage Lottery Fund (HLF) for funding. After initial application process the feedback was given that they would prefer an application for a 1 year project and one with more specific targets for one event/activity. Therefore it was decided to apply for “Awards for All” for short term funding while a new application was being developed along with exploring volunteer involvement. This would then put us in a better position for an HLF bid. 	AW

	<ul style="list-style-type: none"> HW requested that a date be agreed soon for Directors training for which the format would need to be agreed. HW may be running training for the Glengarry Trust on Grant assessment and suggested the new Directors may be invited to attend this. 	
6	<p>Housing at Old Convent Land update</p> <ul style="list-style-type: none"> HW asked if all Directors had read the report and then asked AW to go through in more detail. CN asked if he should leave the meeting at this point due to his “conflict of interest”. The Directors confirmed this was not necessary as no voting was taking place and the report was not confidential. CN was concerned about community perception, as he is now on the Board, and how that might be viewed and detrimental to both himself and the Community Company As the agreement with CN, to purchase a piece of land adjacent to his, had been made prior to him joining the board the Directors were very comfortable that due process had been followed in both the land purchase agreement and the selection of Directors. AW explained that traffic planners had asked for some adaptations which had taken time to do although this work had just been completed and approval would hopefully soon be granted. HW asked for an update on the Building warrant. AW advised that this had all been submitted and now that the plan changes had been made the architect would be chasing that up AW & HW are meeting with Quantity Surveyors (QS) in early February to review the quality and pricing of tender applications. This would then be brought to the Board Meeting in February. One cost saving that is being considered is the use of stone from the site rather than shipping it in. Analysis of the onsite stone has been undertaken to assess for suitability. Concern was expressed about the landscape change from removing stone. Drawings are being done to share with the community on this impact which is expected to be minimal due to the amount of backfill on the rest of the site. It was suggested that revised costings are requested for this saving in advance from those that had tendered. CN asked if he would be able to speak at any open meeting to ask questions or raise issues. The Directors agreed that he could, particularly as he will not be able to vote on issues relating to the land due to his conflict of interest, but must make it clear that he is speaking as an individual and not as a Board member. HW asked that the tender for the removal of the tree be put out now so that the work can be undertaken before the building work starts. Part of the trunk will be retained in-situ to make it a piece of community art work. The board agreed their preferred 3 names for the new development from the list of suggestions made by members at the AGM. These were agreed as: <ul style="list-style-type: none"> Market Hill Court Caledonian Court Market Hill Place <p>These names would be presented to the community for them to vote on at the community event and possibly via a survey monkey posting.</p> HW gave an update on a recent meeting at the Telford Centre about the housing being planned for them. It is now anticipated that 6 properties 	KE

	<p>and not 3 will have a burden placed on them. FP asked if the burden could be extended to include Invergarry. It was agreed to ask for this as a second tier in the event of no suitable candidates from Fort Augustus and Glenmoriston.</p> <ul style="list-style-type: none"> • AW explained that she plans to do regular newsletters to update the community on progress but also will be organising a community event once the contractor has been agreed so that they can be present to answer questions. 	
7	<p>AOCB</p> <ul style="list-style-type: none"> • HW advised she had been approached by Ronald MacKenzie expressing an interest in becoming a Director. She asked the Boards approval to co-opt him onto the Board with a view to standing for election at the AGM. All were in agreement. • AW will be putting out names soon for the suggested sub groups to focus on finances and health & safety. Other sub groups may be added at a later date. • PD asked for an update on Christmas lights. KE explained that a meeting had been held with the Chair of the Community Council to discuss the future of these and a plan has been agreed that is now being worked towards. • LM asked what was happening about Midas training for members of the community to use the school minibus. KE confirmed that she was planning to organise this in 2020. • LM asked about the possibility of obtaining audio equipment for community use. HW remembered that a grant had been given to Feis Gleann Albain for this and that she recalled a condition being that the community could use it. However there was some issue regarding training being necessary to safeguard the equipment. KE to pull out the paperwork to review the terms. 	<p>HW</p> <p>AW</p> <p>KE</p> <p>KE</p>
8	<p>Date of next Meetings:</p> <p>Tuesday 25th February 2020</p> <p>Tuesday 31st March 2020 - Grants</p> <p>Tuesday 28th April 2020</p> <p>Tuesday 26th May 2020</p> <p>Tuesday 30th June 2020 - Grants</p> <p>Tuesday 25th August 2020</p>	