

Minutes of Fort Augustus and Glenmoriston Community Company

Board Meeting

Held on Tuesday 18th August 2020 Via Zoom

Board Directors present: Chair - Harry Whiteside (HW), Felix Paterson (FP), David

Campbell (DC), Jeff Dymond (JD), Derek Sumner (DS), Chris

Nelson (CN), Ronald MacKenzie (RM)

Apologies: Elizabeth MacEachen (EM)

In attendance: Chief Officer – Angela Williams (AW)
Minute taker: Karen Edwards (KE), Administrator

Item	Minute	Action
1	Welcome and apologies	
	HW welcomed all to the meeting. Apologies were presented from Elizabeth	
	MacEachen.	
2	Minutes from the meeting on 30 th June	
	These were approved by the board. Proposed by HW and seconded by DS	
3	Matters Arising from previous minutes	
	A further update on the Christmas lights was requested. KE reported that despite	
	requests to both Bear and Highland Council no responses had been forthcoming.	KE
	She had however had contact from another person in Invermoriston, a	
	representative from the Glenmoriston Improvement Group, and was planning to	
	try and meet with them shortly.	
	AW presented a paper to the Board on the "Digital Poster Frame" that the	
	Community Council had suggested the Community Company may take on for the	
	community. AW went through the paper and explained the requirements of	
	managing such a thing. However the overriding concern was that this really did	
	not fit with our charitable objectives and whilst it could be taken on as an income	
	generator it would be unlikely to generate sufficient income to cover the costs.	
	All were in agreement that this did not fit with the charitable aims and therefore	ID
	should not be taken on by the Community Company. However views were	JD
	expressed that there could be some community benefits, in particular for local	
	business, and perhaps the Community Council could consider suggesting it to an organisation better suited to that. JD will go back to the Community Council with	
	the decision and suggestions made by the Board.	
4	Health & Safety Update	
	A paper and risk assessment had been prepared for the Board regarding the	
	potential re-opening of the village hall. AW talked them through the issues faced	
	and proposed limitations it would be necessary to impose on users. There was	
	some discussion about maximum numbers being set however it was felt that this	
	would need to be on a case by case basis led by the activity the user was	
	proposing.	
	Concern was raised that groups would not perhaps undertake the necessary	
	cleaning required of them after their rental. It was agreed that they would need	
	to sign to accept the terms. Terms would also include the need for hall users to	
	follow the test and protect guidelines set out by the government.	
	All agreed that the hall should re-open in mid-September.	

5 Chief Officers Report

Office Staff – As lock down has started to ease we have started to increase the amount of time spent in the office. However that has been with a maximum of two people. One person in the office and the other working in the hall. It is hoped that once the hall has re-opened that it will be safe, with some adjustments, to have two people working in the office.

Community Caretakers – The whole team are now back from furlough albeit with changes to normal operation with regard to transport/equipment and use of the cabin. Dua Wilson has resigned in order to go on to higher education. Glen and Angela are looking at how a replacement would work. The area previously used for composting has become unavailable for at least a period due to tree felling work so a new site will be sought for composting of the autumn leaves when the time comes. It was suggested by HW that the Old Convent Land could be used for this purpose.

Covid 19 Activity – We continue to work with and support the work of the 3 Glens Resilience Group and the Business Group however this workload is reducing. We are conscious though that efforts may need to resume once the tourist season finishes or in the event of a further lock down becoming necessary. In the meantime it will be necessary to do funders reports for the money given.

Community Assets - The flat heating is overdue for a service due to Covid but is in hand to be dealt with as soon as possible.

The Village hall suffered a flood from a damaged pipe in the Gents toilets. This has resulted in an insurance claim to replace the entrance carpet, use of dehumidifiers and a replacement heater.

Medical Centre – It has finally been possible to complete the snagging. However the meeting with the NHS to discuss the usage of the centre has been delayed due to lockdown. It is now planned for two weeks time

Grants and apprentices - The pandemic has resulted in a limited number of grant applications this year, largely because regular applicants have had to suspend their activities and will now not apply until much later. Normally £100K is set aside for Grants however this is not now going to be used in this financial year.

There has however been a surge in interest for apprenticeships this year with one mechanic, one joiner and two electricians looking for support. A meeting with the apprenticeship panel is scheduled for the $31^{\rm st}$ August. Normally we would only look to support two apprentices per annum but given the interest would like to increase this to support the young people. The Board were asked to support the reduction in the budget for grants by £50k this year and potentially in the subsequent 3 years to allow this to be used for the apprenticeships. The Board were in agreement.

6 Housing at Old Convent Land update

- The build has started, the borrow pit has been opened, the foundations of the properties are now visible.
- As is inevitable some issues have been found such as drainage and mains water pipes have been found that were not as recorded by the appropriate authorities. The engineers are working on solutions to these.
- Discussions have taken place with Highland Council about the road design and in order to preserve the design it has had to be agreed that the internal road for the site will not be adopted by the council but be managed by the community company. The Council will however adopt the entrance road.
- Additional funding is being sought to cover some of unexpected costs from the Scottish Hydro Electric Community Trust and the Rural Housing Fund.

	As there are no grant applications for this quarter there will be no meeting at the end of September.	
	meeting to sign off the annual accounts.	
	Postponed to Tuesday 27th October via Zoom – this will be a Finance	
8	 Directors were asked if anyone wishes to stand down this year. None did. Date of next Meeting: 	
	address so that an invitation can be sent. A minimum of 10 members will be required to be quorate. The date is yet to be agreed but anticipated in November as usual.	
	is intended to send all members a copy of a full report along with their invitation to attend. They will be asked to make contact giving their email	
	 Directors were advised that following advice from OSCR it was felt safest to hold the AGM this year via Zoom. However as not many members have given their email addresses, and those that we have may not be current, it 	
	 The annual accounts will be ready by mid-September so the next meeting will be to approve the accounts. 	
	 September. Felix Paterson was approved as Vice Chair. Proposed by HW and seconded by DS. 	
	 Two new student travel bursaries were approved (ST-003-2020 & ST-004-2020) however the funds will not be paid until the term starts in 	
	 this. The Board would then review once this information is received. A new membership application for John Owen was approved. Proposed by HW seconded by FP. 	
	available from the Community Company. This would not be the first time the Company has done this. Previously undertaken for Save the Scot II. DC will seek clarity on the purpose of the grant funding in order to progress	
	would need written instructions from the group on the purpose they would like the fund used for. It would then form just another of the grants	
	small grants fund for the local Police and Fire Brigade. HW explained that it would be possible to do this by taking it on as a restricted fund where the money could only be used for that purpose. However to do that we	DC
7	 AOCB The Community Company has been asked to take on the management of a 	
	 The Board sub group will start work in September to update the allocations policy and procedure with a view to bringing it for Board approval in January. It is hoped to take applications several months before the homes are due to be completed (July 2021) to give the new tenants the time to plan their move. 	AW
	 £120K. This was approved by the Board. The Facebook page is up and running. As the build progresses more regular updates including photographs will be posted. The page is called "New Homes for Old Convent Land – FAGCC" 	
	Board approval was sought to reduce the Bank Loan from £400K to C120K. This was approved by the Board.	