

## Minutes of Fort Augustus and Glenmoriston Community Company Board Meeting

### Held on Tuesday 23<sup>rd</sup> February 2021

#### Via Zoom

Board Directors present: Chair - Harry Whiteside (HW), Vice Chair – Felix Paterson (FP), David Campbell (DC), Jeff Dymond (JD), Elizabeth MacEachen (EM), Derek Sumner (DS), Chris Nelson (CN), Ronald MacKenzie (RM), Vivien Taylor (VT)

Apologies: None

In attendance: Chief Officer – Angela Williams (AW)

Minute taker: Karen Edwards (KE), Administrator

Item	Minute	Action
1	<b>Welcome and apologies</b> HW welcomed all to the meeting and in particular VT to her first meeting.	
2	<b>Minutes from 26<sup>th</sup> January 2021</b> The minutes of the AGM were approved. Proposed by HW seconded by DS Minutes of the Post AGM Board meeting were approved. Proposed by HW seconded by EM.	
3	<b>Matters Arising from previous minutes - None</b>	
4	<b>Priorities and Budget 2021/2</b> <b><u>Budget</u></b> It was agreed that the Board would just look at a budget overview, for this meeting, and set a date for a more comprehensive meeting to discuss and agree the budget. The date for this was set as Wednesday 10 <sup>th</sup> March 2021. AW talked through the high level income and expenditure budget with explanations, as necessary, for specific entries. HW advised that in line with the Living Wage increase, due in April, all staff would be getting a 2% increase. It was agreed that AW would send Board members the full budget documents by the 26 <sup>th</sup> February to give them time to study fully before the next meeting. The management accounts to be circulated with the budget papers. <b><u>Priorities</u></b> AW then went through the priority activities for the year. Several of the activities are reliant upon a relaxing of the Covid restrictions. She explained that the new housing will be the largest part of the workload in the coming months to get the systems and processes established to support this.	AW
5	<b>Housing Update</b> AW thanked the Housing Subgroup (HW, FP, DS) for their hard work in getting the policies to this stage. AW explained that before writing the allocation policy it was necessary to write an affordable housing policy to set out the aims of the Community Company in managing the homes that are now part of the portfolio. This document would then help form the allocation policy, as it had to meet those aims. AW went through the Affordable Housing Policy with rationale for the aims. AW then explained the Allocations Policy. She then went on to explain that due to the volume of interested parties for the 12 homes this first allocation will be slightly different. As there are over 60 names on the list of those interested, a 2 stage approach will be adopted. The first stage will be a simple form designed to quickly ensure that those who are invited to complete the full application will meet the	

	<p>criteria of our affordable housing policy. The 2<sup>nd</sup> stage will be the full detailed application form which will subsequently be used for all applicants. This 2<sup>nd</sup> application form will be scored and form the basis for the allocation decisions. The Directors then had an opportunity to ask questions about both policies and also the planned management of the homes.</p> <p>HW then asked the Board if they would approve both policies. It was unanimously agreed to adopt both policies.</p>	
6	<p><b>Chief Officer Report</b></p> <p>AW presented her report of activities and plans since the last Board meeting.</p> <p><b>Community Assets</b> - HW highlighted that the replacement kitchen for 2 Bunoich Crescent had been brought forward by a year in order to use the services of Compass who would be fitting kitchens in the new homes and therefore provide economies of scale.</p> <p><b>Housing</b> - A recent amendment that did not feature on the report relating to the housing. AW advised the Board that Highways have just advised that they will require us to add a 30m stretch of pavement from the corner of Old Cemetery Road to the pelican crossing to provide access to the bus stop positioned at the corner of Old Cemetery Road. She is attempting to seek an exemption but it is unlikely to be successful. The cost is likely to be £18K. AW is applying to S.I.S for a grant to help offset some of these unexpected costs.</p> <p><b>Resilience</b> – HW advised that a further £10K has been awarded for resilience efforts from Fern and Falck have also been applied to for more funding.</p>	
7	<p><b>AOCB</b></p> <p><b>Festive Lights</b> – KE presented an update to the Board on the status of this project which it is hoped will complete in 2021. HW asked that a copy be passed to the Community Council so that they are aware of the latest situation. JD will ensure the Council are aware of this work.</p> <p><b>Community Broadband</b> – A resident had approached the Company about taking on an Openreach Community Fibre Project. Given the changes in people’s use of the internet, as a result of Covid, he felt that the community would benefit from an upgrade. HW advised that the school had been approached to establish if any pupils had an issue with access. Only two families confirmed this was a problem. Both were in outlying areas. Some research was done in 2017 based on a line of sight provision and at that time the project was not progressed as it was not viable. After a robust discussion about the need for this, the Board confirmed that no manpower or budget is currently available for a project of this size but could be considered later in the year. It was suggested that the Community Council were best placed to decide if the need was there and if they wanted to progress this at a later date. JD was asked to take this to the Community Council for discussion.</p> <p>(Post meeting note – It was agreed that the review of the Community Action Plan, to be done later this year, would be the best vehicle to find out if the community have a need for this)</p> <p>Samuel Jones – It was confirmed that Sam’s contract had been extended by a further year.</p>	<p>KE</p> <p>JD</p>
8	<p><b>Date of next Meetings:</b></p> <p><b>Wednesday 10<sup>th</sup> March – Budget approval</b></p> <p><b>Tuesday 30<sup>th</sup> March – Grant Meeting</b></p>	