

Minutes of Board Meeting
Held on Tuesday 13th December 2022
At Fort Augustus Village Hall

Board Directors present	Felix Paterson (FP) – Chair, Helen Clay (HC) – Vice chair, Lorn MacKay (LM), Chris Nelson (CN), Lynne West (LW), Michael Alvey Anderson (MA), Fiona MacCormick (FM), Patrick Ungless (PU), Catriona Watson (CW), Frances Mansell (FM), Kelvin Hill (KH)
Apologies	Elizabeth MacEachen (EM), Ian Borrett (IB)
Also in attendance	Ian Leaver(IL) - Chief Officer
Minute Taker	Karen Edwards (KE) - Office Manager

Item	Minute	Action															
1.	Welcome and Apologies FP welcomed all the Directors to the meeting and in particular the new members of the Board.																
2.	Minutes of the previous meetings The minutes were all approved as an accurate record. <ul style="list-style-type: none"> Meeting held on 18th October 2022 proposed LW seconded by CN Meeting held on 31st October 2022 proposed by LM seconded by LW AGM of 15th November 2022 proposed by CN and seconded by FP Post AGM Board meeting proposed by CN seconded by FP 																
3.	Matters arising from minutes not on the agenda None																
4.	Grants <table border="1" data-bbox="300 1637 1197 1865"> <tr> <td colspan="3">Fort Augustus and area Gaelic Group</td></tr> <tr> <td>Grant Ref</td><td>Requested</td><td>Decision</td></tr> <tr> <td>G-154-2022</td><td>£4,745</td><td>£4,745 approved</td></tr> <tr> <td colspan="3">For:Cultural heritage events for young people</td></tr> <tr> <td colspan="3">Conditions: Invoices to be provided for all expenditure.</td></tr> </table> <p>MA explained the project and confirmed that FAGCC is only being asked to contribute 10% of the funding for the Fort Augustus and Glenmoriston elements. 90% is being funded by Beinneun.</p> <p>Concern was expressed that the majority of the cost was time for those running the programme. The Board were assured that</p>	Fort Augustus and area Gaelic Group			Grant Ref	Requested	Decision	G-154-2022	£4,745	£4,745 approved	For: Cultural heritage events for young people			Conditions: Invoices to be provided for all expenditure.			
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all are self employed and that invoices would be received before any payments would be released.
Approved unanimously. LW did not vote due to a conflict of interest.

Kilchuimen Academy		
Grant Ref	Requested	Decision
G-155-2022	£4,400	£4,400 approved
For: Transport for a residential trip in June 2023		
Conditions: No child to be excluded from residential for financial reasons.		

LW outlined the application and the reasons for the location. The Board were keen that as parents were paying for the actual residential element, no pupil should be excluded for financial reasons and the school should contact FAGCC if that was the case.

Unanimous approval. FP did not vote due to a conflict of interest.

Kilchuimen Primary Parent Council		
Grant Ref	Requested	Decision
G-156-2022	£2,925	£2,925 approved
For: Transport to swimming lessons for P1 – P4		
Conditions:		

The Board unanimously agreed that this should be supported. It was also agreed that any future requests for transport to swimming lessons could be approved by the Office Team and just notified to the Board.

West Glenmoriston Community Company		
Grant Ref	Requested	Decision
G-157-2022	£18,441.99	£18,441.99 Approved
For: Purchase and installation of a generator to create a community resilience hub in Dalchreichart.		
Conditions: Any unspent funds to be returned to Community Company		

CW as the applicant gave a brief overview of the project and then left the room.

LW explained the assessment. The Board had more questions over what exactly the generator would support and how it would be managed. They also wanted to ask about local support for the scheme. CW was invited back in to answer these questions. She also explained that the group have now reached agreement with MOWI and are required to repay £45K to them immediately for the initial works on The Hub. A further £8K then has to be repaid in the next year. This will have a significant impact on their available funds.

	<p>The Board were happy that the plan was well thought through and voted unanimously to approve, however any unspent funds must be returned at the end of the project. CW did not participate in the vote.</p> <ul style="list-style-type: none"> KE advised that a request had been received from Kilchuimen Primary Parent Council to see if funding to help children who had fallen behind academically during Covid could be supported. <p>The Board agreed that this was the domain of Highland Council and they would not fund academic study.</p>	
5.	<p>Community Council Assets</p> <p>IL explained that due to historic events the Community Council own 3 assets. This is not something they should do and they have asked the Community Company if they would take them on.</p> <ul style="list-style-type: none"> Inchnacardoch Bay Slipway and walkway – This created some concerns as both are in poor condition and there are potential public liability issues. There are also issues with the moorings. More information is needed on this so HC agreed to go and investigate further with the Community Council. Dr Kirton Memorial - It was agreed that as the Caretakers already look after this and is a small amount of work, this could be taken on. Section of Old Railway Line Behind Hardware store – This area is “landlocked” by assorted other land owners and access is difficult. It is also believed to be on lease from Highland Council rather than owned. It was agreed that more information was required. HC to investigate further. 	<p>HC</p> <p>HC</p>
6.	<p>Chief Officer's report</p> <p>Girvans – IL gave an update on how the purchase is progressing. The planned date for officially taking it over is the 23rd January 2023. He explained the situation with the EPOS system and suppliers. A meeting is being set up with the two employees. Tarff Trading Ltd is now set up but currently only has one Director, FP. He asked the Board for nominations, LM and PU have agreed to become directors. IL explained that ideally this Board would include some Directors who would not be on both and asked for suggestions of others and possibly those with retail experience.</p> <p>Directors assistance was requested for a stocktake at the point of take over.</p> <p>He also confirmed that FAGCC will buy the building at £190K for which Tarff Trading will pay a commercial rent.</p> <p>Tarff Trading will buy the stock (estimated currently at around £30K) and will need working capital it is likely that this will need to be given as a loan with an agreed rate of payback. IL is seeking advice on the best way of handling this.</p> <p>It is also planned to have a small fleet of bikes for hire and capital will be needed for their purchase. Around £22K.</p>	

	<p>Memorial Hall – IL planning to get the Asset transfer request to the Highland Council next week. The building has now been emptied of council material.</p> <p>Glentarff House – Scottish Canals have confirmed receipt of the Asset Transfer request however have yet to provide the official response letter.</p> <p>Housing – There have been some issues with the air source heat pumps at Caledonian Court in the past couple of weeks which are proving both concerning and time consuming to deal with. He has organised for a specialist company to come out and review the system in the properties later this week. It was suggested by the Board that consideration is given to getting a part time property manager to deal with this kind of thing.</p> <p>Dentist – NHS have finally confirmed who at their end would deal with the potential sub-let of part of the upstairs. IL had set up a meeting with them and the GP, however it got cancelled and he is awaiting a new date.</p>	
7.	<p>AOCB</p> <ul style="list-style-type: none"> • The Board were advised that as IL is moving home and will not be residing in Fort Augustus he will be working from home part of the time. The office will therefore only be open part time, days to be confirmed but probably Monday, Tuesday and Thursday • A new member application was confirmed. • A request had been received from the Glenurqhart Care Project to enhance the salary for their apprentice in order to retain her. The Board unanimously agreed that carers in this area are in short supply and that this increase should be supported. • FP advised the Board that he would be replying to the letter received from the Glenmoriston Hall and Community Association relating to the potential shop. • HC asked if the Caretakers could repair the fence and rail on Bunoich Brae. It was agreed that as this was on private property the Community Council should approach the landowner. • An update was sought on the Cost of Living Grant residue. The Board were advised that there is currently £8750 remaining. A number of ideas were suggested but it is difficult to find a fair and unintrusive process that would work. It was agreed to re-advertise the grant on Facebook and check that posters are still in place. FP agreed to look into a possible organisation who may be able to manage this on our behalf. • FM raised the issue of speeding on the A82. HC advised that the Community Council are working on the problem. 	FP
8.	<p>Date of next meetings</p> <p>17th January At Invermoriston Millennium Hall</p> <p>20th January – Director training</p> <p>21st January – Strategy day</p>	