

**Minutes of Board Meeting
Held on Tuesday 20th June 2023
At Memorial Hall, Fort Augustus**

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), Patrick Ungless (PU), Catriona Watson (CW), Frances Mansell (FMM), Kelvin Hill (KH)
Apologies	Elizabeth MacEachen (EM), Fiona MacCormick (FM)
Also in attendance	Donna Green (DG) – Finance Manager
Minute Taker	Karen Edwards (KE) - Operations Manager

Item	Minute	Action									
1.	Welcome and Apologies FP welcomed Directors to the meeting and presented the apologies.										
2.	Minutes of the meeting held on 16th May 2023 These were agreed as a true record. Proposed by CW and seconded by PU										
3.	Matters arising from minutes not on the agenda <ul style="list-style-type: none"> Glentarff House – Scottish Canals requested a further 8 week extension. This was reluctantly agreed to. SLF have been in touch for an update and a chance to prepare for the full application, IL will have a call with them in early July. Memorial Hall – The actual ownership of the hall is still under investigation Doorsteps at 5 & 6 Caledonian Court – KE was hoping that the new Facilities Officer would take that on but as the start date has been delayed it was agreed to progress immediately. 										
4.	Grants <table border="1" data-bbox="300 1787 1197 2083"> <tr> <th colspan="3">3 Glens Community Care</th></tr> <tr> <th>Grant Ref</th><th>Requested</th><th>Decision</th></tr> <tr> <td>G-164-2023</td><td>£88,825 over 3 years £51,066 for Sunflower Care £37,759 for 3 Glens Community Care</td><td>Approved as follows: £ 48038 over 3 years (EV car costs taken out) for Sunflower £18879 over 3 years to 3 Glens</td></tr> </table>	3 Glens Community Care			Grant Ref	Requested	Decision	G-164-2023	£88,825 over 3 years £51,066 for Sunflower Care £37,759 for 3 Glens Community Care	Approved as follows: £ 48038 over 3 years (EV car costs taken out) for Sunflower £18879 over 3 years to 3 Glens	
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	<p>For: A/ Funding to support the cost of Sunflower Care from Highland Hospice for 3 years B/ Funding to support the Development Officer's role with 3 Glens Community Care</p> <p>Conditions: A/ An annual report to be received on the number of service users in the FAGCC area during the year. B/ An annual report to be received from 3 Glens detailing objectives achieved by Development Officer and those planned for coming year</p> <p>FP had declared a conflict on this application and did not participate in the vote.</p> <p>G-146-2023 – KE Explained to Directors that this grant of £10K made towards the provision of E -Vehicles was largely unused due to additional funding that had been obtained. It was approved that this be used towards running costs for the vehicles over the next year or so.</p> <p>Community Larders CW talked through her research on this and how other communities are organising it. The feedback was that a location which allowed privacy and dignity was essential and access by all. Wording on the signage was key and allowing for both donations and collection. Only sealed items such as tins and sealed packets would be provided to avoid attracting rodents. It was agreed that the one for Fort Augustus would ideally be located where the car wash used to be at Tarff Trading. Invermoriston plan to have a zero waste cabinet sited where the Incredible Edible garden is. They were choosing to use theirs slightly differently by donating items from the shop & local self-catering that require to be used up, residents can also visit Fort Augustus if their needs are not being met here. The West Glenmoriston Community Company do not feel that this would be of benefit to their community so do not wish to have a shed at the Hub. Residents would be welcome to visit the other 2 if required.</p> <p>CW will provide KE with costs for the sheds & signage for all locations, which we would want to take out of the SSE Cost of Living budget. KE will then seek approval from SSE for this and the community larder expenditure. It was agreed that if a larger/more solid shed is required for Fort Augustus a grant may be sought separately for this so that the funds are not taken from the Cost of Living budget. CN & CW to visit location to assess most suitable size.</p>	CW/CN/KE
5.	<p>Draft Year End figures DG presented Directors with draft figures for the year end for FAGCC. She also talked through some early figures for Tarff Trading and explained that a year end will not be done for this business for end of March 23 as it had not been open for more than a few weeks.</p>	

6.	<p>Skip Hire</p> <p>It was agreed that the size of the skip in Fort Augustus had been underestimated and a larger one would be required next time. After discussion about the impact of the extra work made necessary by this for the Caretaker team it was agreed that the following will be organised when it is possible:</p> <p>Dalchreichart – 8 yd skip over a weekend ideally in July Invermoriston – 12 yd skip over a weekend ideally in July Fort Augustus – 16 or 20 yd skip (subject to possible changed location) Monday to Wednesday ideally in late July/early August</p> <p>The Caretakers will be responsible for delivery/collection in Fort Augustus and Directors in the other 2 locations.</p>	
7.	<p>Toilets/ Playground & Tennis Court</p> <p>A visit was undertaken with Highland Council representatives to discuss future community asset transfers. Three Directors attended CW, PU & FM. We were advised that each plot would need to be done individually they could not be done as one. Given the recent example of the Memorial Hall it would be sensible to have title deeds researched first to ensure an application is going to the right place. MacLeod & MacCallum can do this for us. We were advised that in order to transfer these the Council would need to be sure that we would make better use of them than they can.</p> <p>During her conversations with GURCA in Drumnadrochit CW also asked about how they felt running the toilets has been for them. They suggested a meeting to discuss the pros and cons of such a move as they are happy to share their experiences. It was agreed that this should be arranged with CW, HC & KE attending. The subject would then be revisited later in the year. KE explained that the Directors do need to consider if there is a cost to the toilets, do they wish to actually pay for them given that the Council want to get rid of them. Also they need to consider if they would want to just renovate or perhaps knock them down and do a full re-design with the associated costs.</p>	
8.	<p>AOCB</p> <ul style="list-style-type: none"> • The board approved full power signatory on the Bank of Scotland accounts for DG. • CN and HC asked to be the designated Directors working with the new Convent Land Development Officer, Chris Rose • It was agreed that the Board did not require a full survey for the purchase of 6 Riverside Gardens, Invermoriston. CN raised some questions that need answering about the cladding, insulation and boiler. He will undertake a further visit along with CW in a few weeks if possible, to determine if improvements are needed prior to a tenant being moved in. KE advised the provisional completion date is 8th September. 	CN/CW

	<ul style="list-style-type: none"> • A further potential property in Fort William Road, Fort Augustus was discussed but it was agreed that as this would make a great starter home for a local person this would not be pursued. • CN advised that the Lunch Club in Fort Augustus has not been able to meet for a few weeks now as the Lock Inn is unable to accommodate them. It was suggested that perhaps they consider an outing to the new centre at Dundreggan. It will be suggested to the organiser. • CN would like a re-visit of the option to means test and allow cost of living grants to those in employment but in hardship. It was agreed that further discussion was necessary and perhaps hardship grants were the way forward. KE to check the terms for Hardship grants applied by SSE. • LW asked the Board to consider providing an additional £2K for grant G-160-2022 (Play equipment). The company supplying it had contracted a local team to fit it in July but due to a delay by Highland Council and the order being finalised later this company were no longer available for an installation in August. The new company found required an extra £6K to pay for travel and accommodation costs. This request was denied. The Directors were also concerned that the fencing needed would not be in place immediately but as LW explained that could not be done until the equipment was fitted but would be done as soon after as possible. It had been made clear at the original meeting for this grant that the cost of fencing was not included as this was a condition added by the Board and a further grant application would be forthcoming. • KH – Raised concerns about the visibility from the Dalcataig junction onto the A82 as the vegetation has grown a lot. KE to ask Caretakers if they are able to assist or contact Bear Scotland if necessary • DG – Will be sending out invitations for the next F & R subgroup meeting. • FP advised Directors that he will be standing down as a Director at the AGM in November. He suggested that they start considering who might replace him as chair so that a proper handover can be conducted. 	<p>KE</p> <p>KE</p>
9.	Date of next meetings Tuesday 15th August – 19.00	