

Minutes of Board Meeting
Held on Wednesday 17th January 2024
Held Virtually via Teams

Board Directors present	Catriona Watson (CW) – Chair, Helen Clay (HC) – Vice chair, Lorn MacKay (LM), Chris Nelson (CN), Michael Alvey Anderson (MA), Fiona MacCormick (FM), Patrick Ungless (PU), Frances Mansell (FMM), Kelvin Hill (KH)
Apologies	Felix Paterson (FP), Lynne West (LW)
Also in attendance	Karen Edwards (KE) - Operations Manager, Donna Green (DG) – Finance Manager, Chris Rose (CR) – Convent Land Development Officer
Minute Taker	Simon Canning (SC)) – Admin Officer

Item	Minute	Action
1.	Welcome and Apologies CW opened the meeting, welcomed attendees, and presented apologies from FP and LW.	
2.	Minutes of the meeting held on 12th December 2023 These were agreed as a true and accurate representation of the meeting. Proposed by CN, seconded by FMM.	
3.	Matters arising from minutes not on the agenda None	
4.	CR presented his analysis of community consultations in Fort Augustus and Invermoriston, noting that each attendee to the consultations voted on average nine times. CR proposed that doorstep canvassing may be an appropriate method of increasing the volume of feedback on the land's development. CR sought the board's approval. CN suggested a maildrop to find more information on which of the potential projects the community will participate in and use. CR asked for the board's approval to approach architects to provide a presentation on their approach to creating a spatial plan of the site and a cost for doing so. The board agreed, noting that this stage will cost nothing. The board further agreed that a mail shot, doorstep canvassing, and a social media poll be moved forward. CN stepped down from the Convent Land sub-group. PU stepped forward as director of the same sub-group.	HC, PU KE, SC

	HC and PU will discuss designs of the mail shot with CR. KE and SC will investigate the costs of the mailshot. CR left the meeting.																
5.	Grants <table border="1"> <tr> <td colspan="3">Fort Augustus and Glenmoriston Community Company</td></tr> <tr> <td>Grant Ref</td><td>Requested</td><td>Decision</td></tr> <tr> <td>G-174-2023</td><td>£16,750</td><td>Unanimously approved</td></tr> <tr> <td colspan="3">For: To employ a consultant to help us produce a Community Action Plan and a Local Place Plan on behalf of the Community Council.</td></tr> <tr> <td colspan="3">Conditions: None</td></tr> </table>	Fort Augustus and Glenmoriston Community Company			Grant Ref	Requested	Decision	G-174-2023	£16,750	Unanimously approved	For: To employ a consultant to help us produce a Community Action Plan and a Local Place Plan on behalf of the Community Council.			Conditions: None			
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6.	Memorial Hall KE explained a full structural survey is required at an estimated cost of £400. Hire of scaffolding for the survey is estimated at £1,000. The board agreed and approved these costs. CW proposed that the board considers uses for the Memorial Hall and how that will affect other Community buildings.																
7.	Glentarff House KE stated the original planning permission has just expired and the architect has indicated that it may be possible to request an amendment to that. KE reminded the board that the purchase of Glentarff House cannot complete until planning permission is in place.																
8.	<ul style="list-style-type: none"> • AOCB • SC reported on the What's On Open Day. The day brought many positive comments with over twenty groups attending and every group getting something positive from it. Many of the groups used the opportunity to network. We estimate twenty-five to thirty names specified an interest in individual groups. • LM has been approached by a previously funded Community Company apprentice who, now in self-employment, wants to take on a young person from outside of the 3-Glens. Will the board consider funding to help keep the young person working in the area as this employment will require accommodation. KE will approach SSE to see if a change in policy would be acceptable. • MAA proposed consideration is given to a contingency plan for the community. Storm Gerrit left many without means of communication and unaware of the Welfare Vans CW agreed to approach Resilience Managers from Highland Council and SSE for advice on a Resilience Plan for the 3-Glens. • HC reminded the board of the proposal to take on responsibility of the Public Toilets. • KE advised the board of outstanding clean-up work in the wake of Storm Gerrit. One instance is a Convent Land tree leaning on a back garden fence – this is being treated as a priority and will be removed as soon as the contractor is available. Other trees will need removed but these do not present themselves as dangerous. CR 	KE															

	<p>has posted some notices asking the public to exercise caution in the woods.</p> <ul style="list-style-type: none"> • KE stated the Sunflower Home Care has asked if the Community Company will assume more responsibility for caring for the cars. This includes cleaning them and providing emergency equipment. The board agreed these items remain the concern of Highland Hospice/Sunflower Care • KE has been approached by 3-Glens Community Care to assist in hosting an Energy and Support Advice presentation. The board agreed to fund the hire of the Church Hall and refreshments. KE will offer this to 3-Glens Community Care. • KE explained that while the tenant at No 5 Caledonian Court is not expected to return to the property, we await official confirmation of this. • PU asked what the Community Action Plan timescales are. KE explained that if it is started in April, then it could be ready by January 2025, the highlights of the Local Place Plan can be ready to share with The Highland Council by September 2024. • PU stated the CAP will, at some point, overlap with the Convent Land Development consultations and asked if it might be possible to combine them. The Board may not wish to delay this until then but there may be an opportunity to incorporate some elements. • CW has found out that the original Fair Share application for the Community Larder supplies has been lost due to a software malfunction at their end. CW has started the application again. • CW will be unavailable next week so asked for volunteers to stock the Community Larder in her absence. CN volunteered and will liaise with CW. • CW asked the board if they felt that an Open Recruitment Day for seasonal vacancies is considered worthwhile. Majority of the board feel most jobseekers will look online rather than attend open days. • CW updated the board on the benches. A fourth location needs to be agreed. The seats will be purchased later in the year towards better weather. • CN reminded the board of the suggestion of a barrier between the A82 and the path behind Caledonian Court. HC will raise this at the Community Council meeting. • SC proposed two new members of the Community Company. The board accepted both. • MAA asked if Ian Leaver can help push forward the proposed asset transfer of the tennis court and the public toilets. KE will approach Ian. • HC plans to start a soup and sandwich group, however, this will mean sharing the hall with another user. SC and KE will approach the user and ask if this would be acceptable. 	<p>HC</p> <p>KE</p> <p>SC</p>
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9.	Date of next meeting 21st February 2024, FA Village Hall	
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