

Minutes of Board Meeting
Held on Wednesday 21st February 2024
At Village Hall, FA

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

Item	Minute	Action
1.	Welcome and Apologies CW opened the meeting, welcoming everyone and presenting apologies from KH, LM and FP.	
2.	Minutes of the meeting held on 17th January 2024 These were agreed as a true and accurate representation of the meeting. Proposed by PU, seconded by FM.	
3.	Matters arising from minutes not on the agenda None	
4.	Village Hall Roof DC presented his investigation into the leaking roof at the front of the building. It has been confirmed by a professional roofer that the cause of the leak is due to the incorrectly fitted solar panels in 2013. DC advised the board to consider seeking legal advice as the supply company will not repair as the warranty has expired. DC presented two quotes from roofers for repair to the leaking roof. The board agreed a third quote should be investigated for fair and informed comparisons and that all three suppliers are asked to quote with and without insulation, Velux windows with remote control blinds to be included. KE advised the board a grant application will be submitted to the board for consideration.	

5.	Grants				
	Kilchuimen Academy				
	Grant Ref	Requested	Decision		
	G-173-2023	£2,630	Approved		
	For: Kilchuimen Academy, Modern Studies London Trip				
	Conditions:				
	Unanimous agreement to approve.				
6.	Budget DG presented the budget for year financial year 2024/25 noting that major projects were provisionally budgeted. The overall budget is a slight increase based on the previous year's figures. The budget has been reviewed in more detail by the Finance Sub Group who are happy to recommend acceptance. DG asked the board if they were agreeable to the budget. All agreed.				
7.	Memorial Hall and Glentarff Updates Memorial Hall – KE presented existing building issues, dampness, and evidence of woodworm. These issues will increase the previous anticipated budget. KE asked the board if they agree for the project to be progressed. All were in agreement that they wished to proceed. Additionally, the next board meeting will include a discussion of potential uses for the building. Glentarff House – KE advised the board the Architect is awaiting confirmation that the previous planning permission can be utilised with amendments. KE cited that an adjacent attached building has raised some questions. KE is seeking the solicitor's advice; this will potentially delay the purchase. DC left the meeting.				
8.	Old Convent Land Update PU presented an update. PU and HC have been holding weekly meetings with Convent Land Development Officer, Chris Rose (CR). The sub-group have asked CR to prepare a scoring system for each potential project that the board can assess before moving to community engagement. CW noted the board should also consider buildings owned by the community company, and how they reflect on each other in terms of uses. The board agreed Convent Land Updates should, for the time being, be on the agenda for all future board meetings.				
9.	Community Larder and update and stocking rota CW presented the update noting the various shops used for stock purchase. CW also explained that currently around half the budget is spent so far. CW also asked the board for volunteers to help with stocking the FA larder. FM volunteered.				CW, FM
10.	AOCB Inchnacardoch Bay – HC stated the Community Council currently own the strip of the Bay; it was gifted some years ago. The Community Council have concerns over public liability and propose the Community Company take over ownership. The board asked to see the Title Deeds and will consider alternative solutions. KE will investigate paperwork				

	<p>and approach Highland Council to discuss any possible alternatives.</p> <p>LW advised the board that Community Tuesdays are currently not running in Millennium Hall due to septic tank issues. The group are looking at alternative venues and will update the board.</p> <p>LW advised that the Glenmoriston Heritage Group are making a bid to FERN for a part time Heritage Officer post to carry on the work started by the Gathering Project.</p> <p>KE updated the board on two recent jobs ads for the Caretaking team.</p> <p>KE expressed concern over some of the community's expectations on the Community Company providing firewood. This is particularly relevant given the number of fallen trees from the recent storm. Much of this wood will be used for projects in and around the woods and villages. However, there will be some more suitable for firewood. She advised that a number of methods had been tried in the past but none were felt to be fair. As the firewood is currently being seasoned this was left for future discussion.</p> <p>KE is investigating provision of an additional van to assist with various works such as Tarff Trading deliveries, Glenmoriston caretaker, office use and other works around the community. KE will look at purchasing a second-hand van with warranty and servicing.</p> <p>CW advised the board to consider uses for the Memorial Hall and the Village Hall and how they may affect each other. The board members will present their ideas at the next meeting.</p> <p>DG thanked the board members for the support with banking issues and proposed the board members do not authorise outward payments unless specifically asked to do so. All agreed.</p>	KE
11.	<p>Date of next meetings</p> <p>20th March 2024, 7pm</p>	