

**Minutes of Board Meeting
Held on Tuesday 21st May 2024
At Memorial Hall, Fort Augustus**

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

Item	Minute	Action															
1.	Welcome and Apologies CW opened the meeting and thanked everyone for attending. Apologies from FM and LM.																
2.	Minutes of the meeting held on 16th April 2024 These were accepted as a true and accurate representation of the meeting. Proposed by HC and seconded by MAA.																
3.	Matters arising from minutes not on the agenda No matters arising.																
4.	Grants a) <table border="1" data-bbox="300 1480 1197 1671"> <tr> <td colspan="3">Millennium Hall Association – Heritage Officer</td></tr> <tr> <td>Grant Ref</td><td>Requested</td><td>Decision</td></tr> <tr> <td>G-178-2023</td><td>£18,623</td><td>Rejected.</td></tr> <tr> <td colspan="3">For: Heritage and Gaelic Development Officer</td></tr> <tr> <td colspan="3">Conditions: N/A</td></tr> </table> <p>Re-application would be welcomed later once concerns overcome. This will be discussed with applicant.</p> <p>b) Confirmation of grants approved by email SC confirmed these verbally with the group.</p> <p>G-185-2024 Kilchuimen Primary Parent Council £4,578 to support June activities. Condition: Part of funding to be paid only upon sight of receipts.</p> <p>G-182-2023 Kilchuimen Academy £781.69 funding S1-S3 summer activities</p>	Millennium Hall Association – Heritage Officer			Grant Ref	Requested	Decision	G-178-2023	£18,623	Rejected.	For: Heritage and Gaelic Development Officer			Conditions: N/A			
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	<p>G-184-2024 Fort Augustus & Glenmoriston Community Company £4960 to provide kitchen equipment for Soup and Sandwich Days. HC thanked the board for supporting this project.</p>	
5.	<p>Convent Land Update PU and HC reported on the steering group's and Chris Rose's (CR) progress on the Convent Land. Path network – PU presented a map of the locations for the proposed path network. PU reported that CR is investigating provision of surveys, plans, and quotes. PU estimates a budget for the investigative stages of this work of £4,000 and asked the board if they approve this budget. Unanimously approved by the board. CR is investigating the playpark/fort and will approach the pupils, via the school, for their opinions on what the playpark/fort could potentially include. Location is to be determined. The steering group, at this stage, is expecting to propose a budget of £100,000. Wildflower meadow – CR is investigating funding for this. The initial sowing of seeds appears to be developing successfully. Growing group – CR has planned a Growing Group initial meeting for 6th June at the Village Hall. SC will create a poster for distribution.</p>	SC
6.	<p>Janitors house HC reported Councillor David Fraser has verbally indicated that Highland Council may be interested in the Community Company taking on this property. KE will investigate with Highland Council and report to the board.</p>	KE
7.	<p>Staffing levels SC vacated the meeting for this discussion. It was agreed by the Board to move forward with plans to amend the staffing structure.</p>	
8.	<p>Directors and Staff Christmas social It was agreed that it would be ideal to have a joint social event for Directors to get to know the staff team better. SC and KE to investigate how to do this in a way that all feel comfortable with.</p>	
9.	<ul style="list-style-type: none"> • AOCB • KE updated the board on progress with the Memorial Hall. A decision is due from the Highland Council on 27th May, although the title deeds still need correction. A funding decision is expected from SLF by end of August. • KE reported Community Caretakers are short staffed and need support two days a week. KE asked the directors to let the office know if they become aware of anyone available to help. In the meantime, David Campbell has agreed to support with limited availability. • KE reported the defib at the FA public toilets has been removed and sent for repair. David Campbell will 	

	<p>replace it temporarily with the West End Garage defib until repairs are complete. SC will update The Circuit website to this effect.</p> <ul style="list-style-type: none"> • KE advised the Board of a complaint by an Invermoriston business owner about the lower pricing in the community shop of similar items to those sold by them. They expressed concern that the Community Company was supporting an applicant which was proving detrimental to local business'. The Directors noted the concern and confirmed that this issue should be raised by the business directly with the shop. • KE reported Sunflower Care no longer use the E-bikes. KE will approach the funder for advice on what to do next with the E-bikes. • DG proposed a further level of banking security with all payments over £10K being authorised by one staff member and one Director. All agreed. DG will investigate further. • KH reported the Invermoriston larder is not expected to last another winter and asked the board if funding for a replacement was available. CW advised KH to investigate what is required with cost. It was recommended an approach to GMHCA be made as whilst the funder SSE Bhlairaidh agreed to the purchase of the initial sheds the remaining budget was agreed for food. 	<p>SC</p> <p>DG</p> <p>KH</p>
10.	<p>DONM</p> <p>Tuesday 18th June 2024, 7pm.</p>	