

**Minutes of Board Meeting**  
**Held on Tuesday 15<sup>th</sup> October 2024**  
**At Memorial Hall, Fort Augustus**

<b>Board Directors present</b>	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),
<b>Apologies</b>	Kelvin Hill (KH), Paul McIntosh (PM), Karen Edwards (KE) - Operations Manager
<b>Also in attendance</b>	Donna Green (DG) – Finance Manager
<b>Minute Taker</b>	Simon Canning (SC) – Admin Officer

<b>Item</b>	<b>Minute</b>	<b>Action</b>
<b>1.</b>	<b>Welcome and Apologies</b> CW opened the meeting presenting apologies from KH, PM and KE.	
<b>2.</b>	<b>Minutes of the meeting held on 17<sup>th</sup> September 2024</b> These were accepted as a true and accurate representation. Proposed by CN, seconded by LM.	
<b>3.</b>	<b>Matters arising from minutes not on the agenda</b> None.	
<b>4.</b>	DG presented the F&R Group's recommendations from its meeting on 2 October 2024, which were: <ul style="list-style-type: none"> <li>1. Designated funds be set up for Glentarff House of £30,320, Janitor's House of £70,000, Memorial Hall of £150,000, Convent Land Development of £50,000, and £60,000 for running cost reserves.</li> <li>2. That £27,407 of interest currently in the legacy fund be redesignated to general reserves.</li> <li>3. That the board adopt the updated Legacy Policy as drafted.</li> </ul> <p>All of the above were unanimously approved by the board. DG advised that investigations had revealed that £13.3k had been invested in the Beinneun Co-operative several years ago, but very little detail was available. DG will investigate further and report back to the Board at a later date.</p> <p>DG said that SSE had recommended that independent financial advice be sought for investments intended to be placed in the Legacy Fund and that this was also OSCR's advice. It was agreed that as the investments were already in</p>	

	place, advice would not be sought at this time, but that this would be reviewed in the next financial year.																																																	
5.	<p><b>Grants</b></p> <table border="1"> <tr><td colspan="3">Glenmoriston Community Hall</td></tr> <tr> <th>Grant Ref</th><th>Requested</th><th>Decision</th></tr> <tr> <td>G-190-2024</td><td>£9,503</td><td>Awaiting more information</td></tr> <tr> <td colspan="3"><b>For:</b> Community Tuesdays</td></tr> <tr> <td colspan="3"><b>Conditions:</b> N/A</td></tr> </table> <p>Further information is required from applicant before a decision can be reached. MA declared a conflict and did not participate.</p> <table border="1"> <tr><td colspan="3">Kilchuimen Academy</td></tr> <tr> <th>Grant Ref</th><th>Requested</th><th>Decision</th></tr> <tr> <td>G-192-2024</td><td>£5,509.44</td><td>Approved</td></tr> <tr> <td colspan="3"><b>For:</b> PGL residential trip for S1-S3 pupils</td></tr> <tr> <td colspan="3"><b>Conditions:</b></td></tr> <tr><td colspan="3"> </td></tr> </table> <table border="1"> <tr><td colspan="3">Fort Augustus and Glenmoriston Community Company</td></tr> <tr> <th>Grant Ref</th><th>Requested</th><th>Decision</th></tr> <tr> <td>G-195-2024</td><td>£4,500</td><td>Approved</td></tr> <tr> <td colspan="3"><b>For:</b> Consultant to undertake Housing needs analysis</td></tr> <tr> <td colspan="3"><b>Conditions:</b> None</td></tr> </table> <p><b>Grant G-193-2024</b> Kilchuimen Academy £5886.46 for an educational trip for technology students had been approved via email since the last meeting.</p>	Glenmoriston Community Hall			Grant Ref	Requested	Decision	G-190-2024	£9,503	Awaiting more information	<b>For:</b> Community Tuesdays			<b>Conditions:</b> N/A			Kilchuimen Academy			Grant Ref	Requested	Decision	G-192-2024	£5,509.44	Approved	<b>For:</b> PGL residential trip for S1-S3 pupils			<b>Conditions:</b>						Fort Augustus and Glenmoriston Community Company			Grant Ref	Requested	Decision	G-195-2024	£4,500	Approved	<b>For:</b> Consultant to undertake Housing needs analysis			<b>Conditions:</b> None			<p>SC, CW</p> <p>SC</p>
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6.	<p><b>Inchnacardoch Bay</b></p> <p>OSCR regulations prevent the Board from accepting ownership of known liabilities, while the Company's solicitor has advised it is not in the interest of the Company to take ownership of the Bay unless we wish to develop it for community benefit. However, the Board agree they are keen to help find a suitable solution with the Community Council. CW and SC will contact the Community Council to advise. HC, as the representative of the Community Council did not participate in this discussion.</p>	CW, SC																																																
7.	<p><b>AOCB</b></p> <p>The Board agreed December's meeting is brought forward to 11<sup>th</sup> December 2024. SC presented costings for the Company's Christmas dinner from a local establishment and caterers. The Board agreed potential dates as 30<sup>th</sup> November, or 7, 14<sup>th</sup> or 21<sup>st</sup> December. It was agreed to investigate caterers further. SC reported the skip providers are unable to confirm costings for April onwards until March. SC presented dates for the skips</p>	<p>LM</p> <p>SC</p>																																																

	<p>as Mid-January, beginning April, end of June and beginning of October 2025. The board agreed on the basis that the skip provider increases costs by 7% maximum.</p> <p>FMM reported the Screen Machine are urgently appealing for support to keep the service alive. SC will promote on social media.</p> <p>PU reported that the Convent Land team has agreed on a design and supplier and will shortly be in a position to award a contract. PU asked what further information the Board would like to see before giving its approval to proceed and after some discussion agreed to table a detailed report showing the design and features of the proposed play area, for approval by the Board before award of contract. To be circulated to directors via email.</p> <p>MA thanked all involved in the Ness News article for the Company and suggested that the same article is produced on leaflets with a list of regular maintenance jobs the Company pays for and what it does not. All agreed.</p> <p>CN enquired about the Janitor's house valuation. CW confirmed Highland Council will provide said valuation.</p> <p>HC enquired why the PayPoint at Tarff Trading does not accept card payments, stating potential lost revenue. SC explained this was due to the card charges meaning the PayPoint could potentially cost Tarff Trading. CW proposed this issue is on the agenda for the next Tarff Trading board meeting.</p> <p>HC reported her plans to stand down as Vice Chair at the AGM and as a director of the Convent Land subgroup, while remaining as a board director. CW suggested the board members consider standing as replacement Vice Chair.</p> <p>LM was recently asked by a community member if local residents can make grant applications to pay for their children to attend clubs such as the recently formed dance club. CW will discuss with KE on her return.</p>	<p>SC</p> <p>PU</p> <p>SC</p> <p>CW</p>
8.	<p><b>Date of next meeting</b></p> <p><b>AGM</b></p> <p><b>12<sup>th</sup> November 2024, 7.30pm</b></p> <p><b>Fort Augustus Village Hall</b></p>	