

Minutes of Board Meeting
Held on Tuesday 13th August 2025
At Fort Augustus Village Hall

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

Item	Minute	Action
1.	Welcome and Apologies CW opened the meeting and presented apologies from LM and FM.	
2.	Minutes of the meeting held on 18th June 2025 These were agreed as a true and accurate representation. Proposed by PM, seconded by HC.	
3.	Matters arising from minutes not on the agenda PM asked for clarification regarding the proposed actions relating to the skip at FA. KE explained a new system will be trialled to reduce the risk of prohibited items; a section for wood and a section for metal will be provided outside the skip reducing the need for the caretaker team to clamber around inside the skip, and to help save space. Information regarding this will be provided via Social Media and Ness News articles.	
4.	CL presented an update from the Community Council noting a recent meeting with Glen Earrach Energy regarding the Glen Earrach pumped hydro project. A series of further meetings will follow as will details on any community benefit. The SCIO is in the process of being set up for management of Inchnacardoch Bay, expected completion at the end of the year.. Proposed name is Cill Chuimein Legacy Project. The Community Council have a new website which will be live soon	
5.	Glentarff and Memorial House updates KE advised the Board that Scottish Canals have been asked to agree a handover date of 10 th September. Memorial Hall – what are we going to do with it? CW suggested a discussion on the proposed uses for the Memorial Hall and what impact that has on the Village Hall. The Board agreed that KE investigate costs for basic refurbishment to	KE

	construct an office area and meeting room. This will free up further space in the Village Hall. KE explained that she is seeking a cost for insurance of the building, which may be high because the site is in a flood risk area. She will advise the Board once this is obtained.																												
6.	<p>Finance</p> <ul style="list-style-type: none"> • Board approval for additional signatory The Board agreed Deborah Crawford is granted full level access to the bank accounts. • Draft annual accounts CW presented the draft annual accounts for <i>Fort Augustus and Glenmoriston Community Company</i> and <i>Tarff Trading Ltd.</i> CW read out a statement prepared by Donna Green. The auditors are making good progress and only a few minor adjustments are now likely. The formal year end figures will be ready for presentation at the Board meeting in September for approval by the Directors. 																												
7.	<p>Cyber insurance</p> <p>KE proposed that the Directors consider adding cyber cover to the insurance. Initial searches indicate we are low risk but as incidents are increasing globally it needs to be faced. While the majority preferred the higher level of cover (up to £500,000 of cover, £2,500 excess), the Board agreed it may be worthwhile investigating the IT company's cost to repair a breach before committing to the insurance cover.</p>	KE																											
8.	<p>Grants</p> <table border="1"> <tr> <td colspan="3">Glenmoriston Community Hall Association</td> </tr> <tr> <td>Grant Ref</td> <td>Requested</td> <td>Decision</td> </tr> <tr> <td>G-220-2025</td> <td>£9,540</td> <td>£9,993</td> </tr> <tr> <td colspan="3">For: Community Tuesdays</td> </tr> <tr> <td colspan="3">Conditions: At project completion, a detailed transaction list must be submitted, with supporting documentation from the accounting system. This should show a summary of costs per category, Food, Consumables, Tutors, Activities & Others if applicable and the remaining restricted fund at project end.</td> </tr> </table> <p>Vicky Howie</p> <table border="1"> <tr> <td>Grant Ref</td> <td>Requested</td> <td>Decision</td> </tr> <tr> <td>CB-037-2025</td> <td>£475.85</td> <td>£491.80</td> </tr> <tr> <td colspan="3">For: Start up costs in support of young women's weight training class</td> </tr> <tr> <td colspan="3">Conditions: Applicant must have the class added to PVG membership. The first lesson for all attendees within the first 6 weeks must be free. Accounts to be kept for the group.</td> </tr> </table> <p>Children's Christmas Parties The Board agreed to contribute £1,200 for this year's parties.</p> <p>Fort Augustus Parent and Toddler Group The Board have an ongoing agreement to fund the hall hire for this group on an annual basis. The cost for 2025-26 is £752.</p>	Glenmoriston Community Hall Association			Grant Ref	Requested	Decision	G-220-2025	£9,540	£9,993	For: Community Tuesdays			Conditions: At project completion, a detailed transaction list must be submitted, with supporting documentation from the accounting system. This should show a summary of costs per category, Food, Consumables, Tutors, Activities & Others if applicable and the remaining restricted fund at project end.			Grant Ref	Requested	Decision	CB-037-2025	£475.85	£491.80	For: Start up costs in support of young women's weight training class			Conditions: Applicant must have the class added to PVG membership. The first lesson for all attendees within the first 6 weeks must be free. Accounts to be kept for the group.			<p>SC / KE</p> <p>SC</p> <p>SC</p>
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9.	<p>AOCB</p> <ul style="list-style-type: none"> • CN queried progress with protecting the cross at the Convent Land. PU confirmed no action to date as other priorities exist. • CN queried parking provision at Convent Castle. KE proposed this as a future project to be considered but in the meantime some of the logs can be utilised to create a small amount of parking spaces but allow safe play areas for the children. • SC presented five new membership applications. These were approved by the Board. • HC reminded the Board of the Community Council's desire for the community's ownership of the public toilet block. • HC will approach Scottish Canals representative to remind them of their responsibility for weekend litter collecting on the canal side. • PU raised a concern about parking immediately in front of Tarff Trading which is blocking the pavement. It was agreed that it was unclear if this should be allowed as the kerb is dropped here, but ownership of the space is not obvious. CL to raise at the Community Council meeting. • FMM asked about the pile of salt in in the Bunoich Brae car park which is taking up several parking spaces. KE explained that it had been deposited there by Highland Council as supplies for the Caretakers to distribute to grit bins, all of which are currently full. 	<p>SC</p> <p>HC</p> <p>CL</p>
10.	<p>Date of next meeting</p> <p>CW closed the meeting and thanked everyone for attending noting the date of the next meeting:</p> <p style="text-align: center;">17th September 2025 7pm Fort August Village Hall</p>	