

Minutes of Board Meeting
Held on Wednesday 15th October 2025
At Millennium Hall, Invermoriston

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

Item	Minute	Action
1.	Welcome and Apologies CW opened the meeting and presented apologies from CL.	
2.	Minutes of the meeting held on 25th September 2025 These were agreed as a true and accurate representation. Proposed by CN, seconded by KH.	
3.	Matters arising from minutes not on the agenda PM suggested consideration is given to ways that might reduce abuse of the community skip in Fort Augustus. KE and SC will investigate provision of a locked skip and volunteers to man it. PM suggested that Facilities Officer David Campbell is asked to share his findings on his research of generators for emergency use at Tarff Trading. KE informed the Board that the Glentarff changeover date is now expected to be 7 th November 2025.	KE, SC KE
4.	Update from Community Council HC presented the Community Council update noting that the grant for solicitors' fees regarding Inchnacardoch Bay's transfer is now in progress. Wild boars are presenting issues damaging local property and the council are investigating options to manage this.	
5.	Approve annual accounts year ending 31/3/2025 JM joined the meeting. She thanked KE, DG and Deborah Crawford for their help throughout the process. JM presented the year end accounts for the Community Company and Tarff Trading Ltd noting Tarff Trading made a profit of £22,927. Additionally, JM made some minor recommendations for both organisations.	

	<p>The Board approved the year end accounts for the Community Company and Tarff Trading.</p> <p>The Board approved the continuation Tarff Trading's rent holiday until March 2026. This will be reviewed for the next financial year.</p> <p>JM left the meeting.</p>																
6.	<p>Update on meeting 8/10/25</p> <p>CW presented a summary to the Board members who were absent from the meeting and asked for their input. The Board agreed that they would seek a Chief Officer and Operations Manager, both full time. KE will prepare job descriptions for both positions and will approach the SSE Fund Manager regarding the increased salary budget. KE reported the Chief Officer position will not qualify for funding with the recently announced DTAS fund, the outline application will be withdrawn.</p>	KE															
7.	<p>Affordable homes - Rent review</p> <p>The Board approved a maximum rent increase of up to 7.2% from April 2026. Rents to continue to be monitored against those of Highland Council.</p>	KE, SC															
8.	<p>Janitor's House</p> <p>KE notified the Board that the initial Highland Council panel are proposing that they accept the offer to buy the Janitor's House for £70K. This decision has to be finally ratified by Highland Council but this is anticipated to happen in the next quarter. DG advised the Board that the purchase of this would be appropriate from the legacy funds. KE will ask the Orkney surveyors to source funding for the refurbishment and renovation works.</p>	KE															
9.	<p>Resilience planning</p> <p>CW has approached the statutory bodies (Scottish Water, SSEN and Highland Council) for their input on resilience planning. CW will suggest an open meeting where the three bodies can have the opportunity to explain their services in community emergencies such as the recent power and water cuts post- Storm Amy.</p> <p>KE will look to coincide this with a regular community event such as Soup and Sandwiches.</p>	KE															
10.	<p>Grants</p> <table border="1"> <tr> <td colspan="3">West Glenmoriston Community Company</td></tr> <tr> <td>Grant Ref</td><td>Requested</td><td>Decision</td></tr> <tr> <td>G-225-2025</td><td>£5,000</td><td>Awaiting further information.</td></tr> <tr> <td colspan="3">For: Sewage system at the Hub.</td></tr> <tr> <td colspan="3">Conditions:</td></tr> </table> <p>Further information is required from applicant before a decision can be reached.</p>	West Glenmoriston Community Company			Grant Ref	Requested	Decision	G-225-2025	£5,000	Awaiting further information.	For: Sewage system at the Hub.			Conditions:			SC
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	<div>Fort Augustus Senior Citizens Association</div> <table><tr><th>Grant Ref</th><th>Requested</th><th>Decision</th></tr><tr><td>G-226-2025</td><td>£4,500</td><td>Approved</td></tr><tr><td colspan="3">For: Christmas lunch</td></tr><tr><td colspan="3">Conditions: Payment to be made directly to the Lovat Hotel.</td></tr></table> FMM declared a conflict of interest and removed herself from the discussion.			Grant Ref	Requested	Decision	G-226-2025	£4,500	Approved	For: Christmas lunch			Conditions: Payment to be made directly to the Lovat Hotel.			
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11.	<div>AOCB</div> <p>CN reminded the Board of the necessary protection and repair work to the wooden cross. PU clarified that the Heritage Officer, Laura Brown, is discussing the option of applying to the Repair Shop.</p> <p>LM noted that the dog waste bin at the top of the pontoon on the canal side has been removed. KE confirmed this is Scottish Canal’s responsibility.</p>															
12.	<div>DONM</div> <div>Wednesday 19th November 2025</div> <div>AGM and post-AGM meeting</div> <div>Fort Augustus Village Hall</div> <div>Wednesday 17th December 2025</div> <div>Fort Augustus Village Hall</div>															