

Minutes of Board Meeting
Held on Wednesday 17th December 2025
At Millenium Hall, Invermoriston

Board Directors present	Catriona Watson (CW) – Chair, Patrick Ungless (PU) – Vice chair, Helen Clay (HC), Lorn MacKay (LM), Clare Levings (CL), Michael Alvey Anderson (MAA), Kelvin Hill (KH), Paul McIntosh (PM), Mike Anderson (MA), Jenny Findlay (JF)
Apologies	
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. The Board individually introduced themselves for the benefit of the new Board members.	
2.	Minutes of the meetings held on: <ul style="list-style-type: none"> 15th October 2025 19th November 2025 – AGM 19th November 2025 – post-AGM These were agreed as true and accurate representations. Proposed by PM, seconded by MAA.	
3.	Matters arising from minutes and Operations Manager report not on the agenda PM asked for further information on the proposed generator for Tarff Trading. KE explained a grant application is being prepared for this. PM expressed interest in the grant assessment training provided by Development Trust Association Scotland (DTAS). KE will investigate dates with DTAS. CL expressed concern that the plans around the potential removal of the Village Hall's stage has not been presented to the community. CW explained no plans have been confirmed but when a contractor has been agreed and a plan formed, this will be presented. The Board agreed to KE's proposal that, in the meantime, the idea of the stage removal is presented in the next edition of the Ness News as part of the wider work being done to improve usage of all the community buildings owned by the Community Company.	KE SC

4.	<p>Update from Community Council</p> <p>CL presented the update from the Community Council and expressed her thanks to HC who has recently stepped down as councillor. Due to the upcoming ScotGov election, the Community Council are unable to hold an election for new councillors until Autumn 2026.</p> <p>CL reported on the recent resilience planning meeting between Nick Wright, consultant and representatives of the Community Company, and of the Community Council. It was agreed at the meeting that the Community Council should take ownership of the resilience plan. CL explained the plan is to hold a meeting with the statutory bodies responsible for this work as early as possible in the New Year.</p> <p>Separate from this the Community Company has invited some of the statutory bodies to present to the community on self-reliance in the event of local power and water outages. This event will be on the 14th January.</p> <p>CL asked on behalf of a community member for bigger signs to be on display at the Fort Augustus community skips for prohibited items and the wood and metal collection areas. CW will approach a printer for signs larger than A3, KE will prepare the posters.</p>	CW,KE
5.	<p>Decision on whether to co-opt up to three additional directors</p> <p>The Board, after giving consideration to four potential directors, voted by majority to co-opt Chris Nelson and Fiona MacCormick onto the Board.</p> <p>There is potential to recruit one more at some point in the future if required.</p> <p>Additionally, the Board agreed that Fran Mansell remain on the Tarff Trading Board.</p>	KE
6.	<p>Review of Articles of Association</p> <p>DG explained the articles were last reviewed in 2022 therefore it is now necessary for a review. MA suggested consideration is given to sourcing an external body for professional advice. The Board agreed to carry on with the review and the external source can be discussed at a later stage and in advance of the next AGM.</p> <p>Whilst there were no fundamental changes at this stage a number of amendments, which would provide clarity, were suggested and these have been noted to form part of a later discussion on any changes required for the AGM to be held in November 2026.</p>	KE
7.	<p>Skip hire decision</p> <p>SC presented the pricing for the community skip hire in 2026. The Board approved the pricing.</p> <p>CW requested Dalchreichart is provided with the same size skip as Invermoriston as there is only a small difference in cost. SC will contact the skip provider.</p>	SC
8.	<p>Tarff Trading rent review</p> <p>DG recommended that the Board consider now charging Tarff Trading £1,000 rent per quarter. The Board approved this. DG notified the Board that Rickard Luckin should be notified.</p>	KE
9.	<p>Legacy fund review of % allocation</p> <p>DG led a discussion on the potential monetary value the Board may consider investing into the legacy fund for the year 2025/26. This was agreed as likely to be 30% which would not impact any grant giving.</p>	

	This is to be ratified as part of the discussion with Rickard Luckin for year end accounts.																																																																																								
10.	Convent Land – next steps PU presented an update on the Convent Land’s development. Chris Rose has now completed the play area and is currently working on a fitness trail. Further details are being provided as part of the grant application. PU also reported that the Convent Land sub-group recommended the creation of three “spaces” around the land two allowing for quiet reflection and one a social interaction space (covered). The Board would like to see this progress to the next stage.																																																																																								
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	<p>Conditions: Decision on the chosen supplier to be held until the third quote is received. In the event of success with external funding application, any excess funds are returned.</p>		
12.	<p>AOCB</p> <p>KE asked the Board to approve progression of an apprenticeship application from a local business. HC declared a conflict of interest. The Board agreed to give consideration once more information is presented.</p> <p>KE asked the Board to consider joining sub-groups to bring their skills and knowledge to the fore. This will be on the agenda for January.</p> <p>KE reported that David Campbell has been approached by a community member asking if the Company would potentially buy their house. The Board proposed that the potential seller first obtains a Home Report and then advertises first within the community. The Board may consider buying the property pending the seller's effort to find a local buyer and provision of the home report. The Board do not wish to be buying all available properties locally to the detriment of members of the community.</p> <p>MAA asked for an update on the job specifications for the proposed CEO and Operations Manager. KE and CW are working on this in early January with a view to advertising by the end of the month.</p> <p>HC asked the Board for support in managing the Community Larder. LM agreed to support.</p> <p>HC thanked the Board for supporting the Soup and Sandwiches initiative.</p> <p>SC advised the Board a community member has approached the Company asking if support is available for driving lessons. The Board agreed that unless it is a specific level of skill required for a career progression, such as a C1 for paramedics, driving lessons do not fit the criteria for funding.</p> <p>SC explained that some Invermoriston children attended the Fort Augustus Christmas party, which in turn may result in some of the children receiving two Christmas gifts, although the Invermoriston committee have cancelled the planned family party. The Board agreed that while it is unfair on the other children it is an issue which the organisers will need to deal with in an alternative way next year.</p> <p>SC presented new member applications. The Board approved these as eligible. SC will progress with confirmation to the applicants. The full list of applicants will be available to be reviewed by Board members as they wish.</p> <p>MA successfully requested the Board's approval to add a proposal to the board for the next meeting's agenda, concerning a volunteer group under the umbrella of the Company as an asset to its aims and objectives.</p>	SC	
13.	<p>Date of next meeting</p> <p>Wednesday 21st January 2026 Village Hall, Fort Augustus</p>		