



Minutes of Board Meeting

Held on Wednesday 21st January 2026

At Fort Augustus Village Hall

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), Chris Nelson (CN), Fiona MacCormick (FM)
Apologies	
Also in attendance	Karen Edwards (KE) - Operations Manager
Minute Taker	Simon Canning (SC) – Operations Supervisor

Item	Minute	Action
1	Welcome and Apologies CW opened the meeting and thanked everyone for attending.	
2	Minutes of the meetings held on 17th December 2025 These were agreed as a true and accurate representation. Proposed by LM, seconded by HC.	
3	Matters arising from minutes and Operations Manager report not on the agenda PM asked what the timeline is for the anticipated giant shredder which is planned to reduce the compost waste. KE clarified that due to access issues, the Caretaker Supervisor is reviewing alternative solutions and no timescale is possible yet. PM asked for an update on the Service Level Agreement. KE expects a meeting with Highland Council before 31 st March. PM asked for an update on the Tarff Trading part-time vacancy. SC confirmed this has been filled by Jade Douglass; Jade will now have two part-time roles splitting the working week between the office and TTL. PM suggested that upgrading the TTL CCTV may not be advisable. KE clarified that the Facilities Officer is approaching the police for further advice. Quotations will be obtained and a decision made by the Tarff Board with consideration of his concerns.	
4	Update from Community Council CL confirmed the Community Council did not meet in December.	
5	Subgroups - volunteers CW presented the list of sub-groups and encouraged the Board members to consider joining. The following members agreed to join the sub-groups:	

	<ul style="list-style-type: none"> • Finance and resource – JF • Housing – FM • Convent Land development –following PU’s suggestion, the Board agreed there is currently no need to expand this group. 																
<p>6 Grants</p>	<table border="1"> <tr> <td colspan="3">Fort Augustus Senior Citizens Association</td> </tr> <tr> <td>Grant Ref</td> <td>Requested</td> <td>Decision</td> </tr> <tr> <td>G-235-2025</td> <td>£4,028</td> <td>Approved at £4,028</td> </tr> <tr> <td colspan="3">For: Monthly shopping trips</td> </tr> <tr> <td colspan="3">Conditions:</td> </tr> </table>	Fort Augustus Senior Citizens Association			Grant Ref	Requested	Decision	G-235-2025	£4,028	Approved at £4,028	For: Monthly shopping trips			Conditions:			<p>SC</p>
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<p>7</p>	<p>Volunteers for community projects – paper from Mike Anderson MA presented his proposal for a volunteer-led group operating under the umbrella of the Community Company. CW suggested that as staff are currently at full capacity the proposal is scheduled for further discussion when the CEO is employed and the new structure is in place. The Board agreed to table further discussions for January 2027 when it is anticipated the transition to the new structure has settled.</p>	<p>SC / KE</p>															
<p>8</p>	<p>AOCB LM enquired if there were plans for a space where the Men’s Shed could operate group activities from. PU clarified that the previously discussed Convent Land hub would be expected to have a social shared space. CL advised the Board that the exterior lights at the Medical Centre are perhaps faulty. JF advised repair is in progress. CL suggested a Community Company noticeboard is considered. KE advised refreshing the existing noticeboard in the Village Hall is being planned and thanked her for the suggestion about material to be featured. JF asked if member applications that indicate the applicant’s interest in becoming a Board member have been moved forward. SC confirmed these are yet to be followed through, but they are on the work list. FM asked, in light of the recent burglaries, if CCTV is being considered. CL will raise at the next Community Council meeting. FM enquired if lighting is planned for the network of paths in the Convent Land. PU confirmed it has not been discussed previously and there are no plans to do so. PU presented an update on the Convent Land progress. Since further funding for the Fitness Trail has been approved from Beinneun funding, a preferred supplier who will also install the equipment has been chosen. Project completion is expected around April 2026. PU also advised that the stone dyke between the Convent Land and River Tarff has been partially undermined. The Convent Land Development Officer is investigating repairs to the wall and bank with the help of a specialist consultant. SC reiterated FM’s concerns regarding street CCTV; a concerned member of the community has voiced their own concerns particularly as they have an elderly relative living in the area.</p>	<p>SC</p>															

	<p>CW reminded the Board that personal details of Board members or employees must not be divulged without permission.</p> <p>CN asked for an update on the Convent Land cross. PU confirmed this remains with the Heritage group.</p> <p>CN suggested the wooden posts supporting the play area that are surrounded by soil are susceptible to rotting. CN proposed the soil is dug out to 6 inches and replaced with a suitable alternative. PU clarified the suppliers have confirmed the wood is treated and therefore not expected to be weakened by the surrounding soil. PU suggested CN approaches the Convent Land Development Officer for assurances.</p> <p>KE reminded the Board of the Grant Assessment training planned for 4th February.</p>	
<p>9</p>	<p>Date of next meeting</p> <p style="text-align: center;">Grant assessment training, Invermoriston Wednesday 4th February, 7pm</p> <p style="text-align: center;">Board meeting, Memorial Hall, Fort Augustus Wednesday 18th February, 7pm</p>	