



**Minutes of Board Meeting
Held on Wednesday 18th March 2026
At Memorial Hall, Fort Augustus**

Board Directors present	Catriona Watson (CW) – Chair, Patrick Ungless (PU) – Vice chair, Helen Clay (HC), Clare Levings (CL), Michael Alvey Anderson (MAA), Kelvin Hill (KH), Mike Anderson (MA), Chris Nelson (CN), Fiona MacCormick (FM)
Apologies	Paul McIntosh (PM), Jenny Findlay (JF), Lorn MacKay (LM)
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 presented apologies from LM, PM, and JF.	
2.	Minutes of the meetings held on 18th February 2026 PU advised that the discussion of the Co-Option of Directors was in December 2025, not January 2026. SC will amend. All else was agreed as true and accurate. Proposed by HC, seconded by FM.	SC
3.	Matters arising from minutes and Operations Manager report not on the agenda CL asked for an update on the Memorial Hall asset transfer. KE hopes to settle the transfer next week. KE proposed the Board extend the loan to Tarff Trading by £8,818 to ease cashflow pressures resulting from an unexpected HMRC payment. The Board agreed unanimously.	
4.	Update from Community Council CL presented the update from the Community Council. A consultation with the Community Police Constable indicated that Highland Council are considering public space CCTV for Fort Augustus. The Community Council will follow up. Police Scotland plan to hold a community surgery on Friday 20 th March 2026. The next Resilience Planning meeting with stakeholders and statutory bodies is planned for June 2026.	
5.	PU advised the Fitness Trail equipment is currently in production, with installation planned in the first two weeks in April; all currently on schedule. It was also agreed that once this is complete that the Board would not consider any other major development to enable the	

	<p>practices and paperwork to be conducted. It can be reduced in subsequent years to a smaller package if felt appropriate.</p> <ul style="list-style-type: none"> • KE presented a suggestion by PM to discuss a budget for a leaving do for a staff member who has resigned due to ill-health after a lengthy service with the Caretaker team. The Board agreed a budget of up to £40 per head for that team. • CW is in receipt of a Marks and Spencer gift voucher donated by Balfour Beatty in support of the community larder. • CW suggested alternative colours Hi-Vis PPE with the community company logo for the Community Caretakers to prevent the Caretakers being confused for Highland Council staff. KE will progress. • CN highlighted some updates for the website. 	<p>KE</p> <p>CW</p> <p>KE</p> <p>SC</p>
<p>10.</p>	<p>Date of next meeting Wednesday 15th April 2026 Millennium Hall, Invermoriston</p>	