



Minute of Meeting

Date and Time	7.30 18 March 2019
Location	The Loft, Cannich Hall
Present	Alan Hood (AH), David Balharry (DB), Nigel Fraser (NF), Richard Soper, (RS), Joni Strachan (JS), Alan Speed (AS)
Apologies	None

Item No.	Details	Action
1.	Welcome and Apologies	
2.	Approval of previous Minutes and Matters Arising	
	<p>Matters arising and actions:</p> <ul style="list-style-type: none"> • Bank signatory forms with RS for processing • Solar PV check, ongoing. • Police position on current fraud position being pursued by AH, officer back on shift on Thursday. • RS to update Board profile in advance of April meeting. • AH to update SCC regarding fraud. Complete. • Register of Interests to be digitalised. • Review members database. NF agreed to take over the role of managing the members database. • AH to discuss 2 signatories with RBS. Complete. 	RS NF AH RS DB NF
3.	Fraud Update	

	<ul style="list-style-type: none"> The situation remains unchanged and AH continues to seek the finalised position of Police Scotland. The assumption is that their investigation is complete and no further action can be taken. RS reported that having reviewed the insurance policy wording, there was a reasonable chance that SACC may have insurance cover for the loss (less the excess) by fraudulent activities. This requires further investigation but RS is cautiously optimistic. The board expressed their excitement at this possible outcome and thanked RS for his diligence and effort. DB queried the position surrounding minutes of the previous 3 meetings, including the extraordinary meeting to discuss the fraud. After discussion it was agreed that the 3 sets of minutes, which are circulated in draft, will be agreed by email correspondence between Trustees when everyone had had the chance to review them. The draft members letter was approved. NF agreed to review the members database within 2 weeks and then the members letter would be issued. The Financial procedures of the board need to be checked and potentially refined. A discussion was held regarding the boards banking arrangements. It was agreed in principle that as RBS cannot offer a two-signatory sign-off procedure, we will have to change banks. A discussion will be held at the next meeting regarding the merits of a short list of perhaps 3 banks which RS is going to assemble. It was agreed that The Clydesdale Bank and the CAF bank are likely to be considered by SACC. 	<p>AH</p> <p>RS</p> <p>AH</p> <p>NF</p> <p>AH/RS</p> <p>RS</p>
4.	Governance	
	<ul style="list-style-type: none"> RS confirmed that the building and contents policy review was in hand. Final Accounts statement to be secured from Ritsons CA and forwarded to NF to upload onto OSCR website. Register of interests to be digitalised within 2 weeks. Database to checked within 2 weeks. 	<p>RS</p> <p>AH/RS/NF</p> <p>DB</p> <p>NF</p>
5.	Treasurers Report	
	<ul style="list-style-type: none"> Bank balance at last meeting was £8,941.24 and as at 18/3/19 it was £9,713.55 An unexpected invoice for an electrical inspection carried out in 2018 was noted. The draft accounts show a net loss of £8,212 versus a net loss of £7,347 in 2017. The board approved the draft final accounts for 2018. 	

6.	Risk Register	
	<ul style="list-style-type: none"> The board discussed a range of issues which might be covered by the Risk Register. The Risk Register will be circulated in draft within 3 weeks. 	DB
7.	SACC Projects	
	<p>Community Action Plan It was agreed to defer this until there were fewer action points.</p>	
8.	Sub Group Updates	
	<p>Cannich Hall The Hall Group are still struggling badly with resources to get things done but they have made good progress on some practical matters. The principal focus of the discussion was on debtors and the fact that £2,600 is too high a level of debt to be held by the company. It was agreed that debtors would be warned that from 30th April, should any monies remain outstanding when the debtor sought to make a new booking, their booking would be declined until such time as the outstanding debt was cleared.</p> <p>A request to hold a Car Boot sale in the car park was approved.</p> <p>Capital items for expenditure that require attention are replacing the back doors (£5,000), a sound system and decoration. The recruitment of an apprenticeship candidate was also discussed.</p> <p>Affric Land Use Group NF declared a conflict of interest in the following matter.</p> <p>DB reported that there had been a request by Trees for Life (TfL) to meet with SACC to discuss progress/position on their East West Wild initiative. DB suggested it might be wise to invite TfL to meet with the SACC board and invite any ALUG members along too. The board approved this meeting.</p> <p>Nurses House AH had enjoyed positive discussions with NHS regarding a timeline for reviewing the situation. The Housing Needs survey would shortly be issued by HSCHT.</p>	<p>AS</p> <p>DB</p> <p>AH</p>
9.	Correspondence	
	All correspondence related to matters discussed within these minutes.	



10.	AOCB	
	NF, RS and DB gave provisional apologies for the next meeting. JS asked for support and information for inclusion in the next newsletter which was becoming due.	JS
11.	Date of next meeting	
	15 th April - Cannich Hall (Loft)	

Content of Minutes 18th March 2019 agreed as accurate.

Proposed:

Seconded:

Signed:

Date: