

Date and Time	Minute of Meeting 17 April 2018
Location	The Loft, Cannich Hall
Present	Alan Hood (AH), Joni Strachan (JS), Nigel Fraser (NF), David Balharry (DB), Ele Forster (EF)
Apologies	Ian Campbell (IC), Kate McKinley (KM),

Item No.	Details	Action
1.	Welcome and Apologies Apologies from IC and KM.	
2.	Approval of New Director <ul style="list-style-type: none"> • KM standing down as a Director but can act in an advisory role. The board thanked KM for her valuable input. • Approval of new Director – Joni Strachan. Proposed EF, Seconded AH. • KM to notify Companies House of above changes. 	KM
3.	Minutes of previous meeting and matters arising <p>The board agreed the following amendments to previous minutes of 20th March 2018</p> <ul style="list-style-type: none"> • Item 4 - The Articles of Association have been approved by OSCR. • Item 5 – The request for DTAS membership has already been made (the action was to follow up the request). • Item 3 – Removal of phrase ‘formal financial management software’. • Item 7 – Omit the Toilet Block from future agenda discussions unless there is something to report. • Item 3 – Daniel Palombo will ‘examine’ rather than ‘audit’ the accounts. • Next meeting date incorrect – change to 17th April 2018 • Item 10 – Following discussion re the Cannich Sports and Recreation Committee there was no clear consensus on the best way forward so the board agreed that AH would meet Roddie McLennan and verbally request a copy of their AGM minutes. <p>DB circulated a statement outlining his position regarding the CSRG. After discussion it was agreed that no further action was required in connection</p>	

	<p>with the statement and a copy shall be retained in the SACC files. AH confirmed that he had met with Roddie McLennan of CSRG and their AGM Minutes were not available as they have yet to be approved at the next AGM to which we were all invited . CSRG asked some questions of SACC and AH agreed to attend next meeting to address those questions and discuss the potential of working closer in the future and offer any support regarding changes to governing documents.</p> <p>Actions being carried forward</p> <ul style="list-style-type: none"> • Hall Electrical Inspection • Directors Interests 	<p>AH</p> <p>EF DB</p>
4.	Treasurers Report	
	<ul style="list-style-type: none"> • Recent work to reduce the number of groups owing has increased the balance considerably. • The Hall sub group and SACC need to look at fundraising possibilities. • Analysis required regarding the Comfort Scheme as income has been reduced and will not cover the cost of employing someone to open/close/clean the facilities. Donation boxes are permitted again. Potential to involve the business community. • Bank signatory changes – IC to contact bank and obtain appropriate forms • IC to receive Hall accounts in advance of SACC board meetings. • Comments to IC regarding reports and budgets. 	<p>IC</p> <p>EF</p> <p>ALL</p>
5.	Risk Register	
	<ul style="list-style-type: none"> • DB gave short introduction on risk and risks specific to SACC • DB to input into risk register and will put forward for comments. • Board to update risk register regularly. • Financial details must be included against some financial risks. 	DB
6.	Development Trust Membership	
	<ul style="list-style-type: none"> • DB to take on correspondence regarding Development Trust Membership 	DB
7.	SACC Projects	
	<ul style="list-style-type: none"> • NF to compile list of community groups • AH produced brief including information about the SACC and Local Action Plan. 	NF

	<ul style="list-style-type: none"> Local Action Plan next stage – identify groups, each director to approach a few groups 	
8.	Sub Group Updates	
	<p>Cannich Village Hall – Responsible Director EF</p> <ul style="list-style-type: none"> PAT testing done Donation boxes permitted for facilities use Code box for keys (use to be decided) Electrical Inspection overdue – EF will try to engage a different firm Fire Protection – contact Moray Fire Applying to Soirbheas for new P.A. (application process – sub groups bring application to show SACC for approval). Maintenance issues – damage to wall during shinty club let. Hall will pay to fix then invoice shinty club. Comfort Scheme – If to continue cleaner hire will be necessary. Reduced income from Highland council means will run at loss. Correspondence – invite from the Army Charles Stephens wishes to place a book of condolence in the hall <p>Affric Land Use Group – Responsible Director DB</p> <ul style="list-style-type: none"> Exploring business opportunities and options FOI request sent to Forestry Commission Will approach community for opinions Will tender specifications after community consultation <p>Nurses House – Responsible Director AH</p> <ul style="list-style-type: none"> Positive meeting with Highland Council who support the project and offered to pay for Needs Analysis. Good response from meeting with the Scottish Land Fund Lead Consultant Tenderers – Highland Small Communities Housing Trust, Great Glen Consulting, Athena Solutions. Few affordable housing projects can be 100% grant funded. Taking on loans would alter the risk register. <p>Resilience Group – Responsible Director AH</p> <ul style="list-style-type: none"> Nothing to report <p>Strathglass Gala/Events – Responsible Director AH</p> <ul style="list-style-type: none"> It was agreed that the Strathglass Gala was accepted as a sub group. Date to be agreed by current committee and Open Meeting to be arranged to recruit new volunteers 	<p>EF</p> <p>EF</p> <p>AH</p>

9.	Governance	
	<ul style="list-style-type: none"> • 21 day notice requirement to amend governing document. • AGM 22nd May 7.30pm, The Loft, Cannich Hall. AH to put up posters. 	AH
10.	Grant Funding	
	<ul style="list-style-type: none"> • Hall to receive £500 donation via the Community Council who were given a £2000 donation from a film production company working locally. Could be put towards digitising membership (taking into account data protection awareness). • Strathglass Community Fund is now open • NF to look at policies, examine priorities and coordinate grant applications. 	NF
11.	Correspondence	
	<ul style="list-style-type: none"> • Nothing to report 	
12.	AOCB	
	<ul style="list-style-type: none"> • EF unable to take on any other commitments • Secretary required for SACC • New SACC members required. Directors to invite anyone who may be interested. • Jim MacAuley working on website and social media. Each sub group to have own page. 	
13	Date of Next Meeting	
	Tuesday 15 th May 7.30pm, The Loft, Cannich Hall	

Content of Minutes 17th April 2018 agreed as accurate.

Proposed:

Seconded:

Signed:



Date: