



Minute of Meeting

Date and Time 7.30 Monday 20th May 2019

Location The Loft, Cannich Hall

Present Alan Hood (AH), Richard Soper, (RS), Joni Strachan (JS), David Balharry (DB)

Apologies

Item No.	Details	Action
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1.	Welcome and Apologies	
2.	Approval of previous Minutes and Matters Arising	
	<p>The minutes of the following meetings were approved by AH and seconded by RS</p> <p>11/12/18 10/01/19 21/01/19 18/02/19 18/03/19</p> <ul style="list-style-type: none"> • Bank signatory form signed by DB • Solar feed check – NF having difficulty with response • Register of Interests ongoing • No response regarding the police position on fraud • £2,500 recovered from Insurance • SACC Insurance Policy – premiums will go up in future as the no claims discount will be lost. • Financial procedures to be formalised and written down. • Banking arrangements to be reviewed • Ritsons Account Statement Complete and uploaded to OSCR • Risk register to take forward to next meeting 	<p>NF DB</p> <p>RS / DB RS</p> <p>DB</p>

3.	Treasurers Report	
	<ul style="list-style-type: none"> Financial summary and bank statements circulated Available funds at 20/05/19 £4,525.78 Payments to be made approved by all Directors present <ul style="list-style-type: none"> £127.79 Jane Stokes Hall Equipment £90.00 DTAS Membership Renewal 2019/20 £32.29 Alan Hood Hall Cleaning Materials £68.00 Alan Hood Hall Cleaning Materials £22.50 John Dyce Hall Repairs (hole in wall) £400.00 Hall Cleaner – May 2019 Directors ONLY to have delegated authority to purchase consumables up to £100. Sub group purchases MUST be approved in advance. Financial Procedures to be formalized 	RS / DB
4.	Risk Register	
	<ul style="list-style-type: none"> To be taken forward to next meeting 	DB
5.	SACC Projects	
	<p><u>Community Action Plan</u> SCF Dipper Fund - Potential to request assistance to prepare CAP Scoping to move CAP forward</p>	DB
6.	Sub Group Updates	
	<p><u>Cannich Village Hall</u></p> <ul style="list-style-type: none"> Funding opportunities - SCF to paint hall £7000 – Soirbheas for PA System and induction loop – External doors Meetings are held 1st Monday of month at 7pm New volunteers required Discrepancies with Hall Booking payments (outstanding payments - £4233). DB to follow up and liaise with hall group. JS to forward Shinty Club information to DB Alan Speed has put out FB and email notice to hall users to pay promptly/in advance for bookings 	DB / AS JS

	<p><u>Affric Land Use Group</u></p> <ul style="list-style-type: none"> • Ongoing <p><u>Nurse's House</u></p> <ul style="list-style-type: none"> • Draft summary of findings from housing needs survey produced. AH to forward electronically. • Positive response from community with around 85/200 surveys returned. • Communication with NHS continues • SLF have asked about next application date which is 24th May (HSCHT to assist with application). • Letters of support received from the Community council and Councillors Margaret Davidson and Kate Forbes • The cost of the next stage will be £10,350 for full business plan, design, pre planning application and community consultation <p><u>Resilience Group</u></p> <ul style="list-style-type: none"> • Nothing to report <p><u>Newsletter</u></p> <ul style="list-style-type: none"> • Ongoing. NF has reviewed database for letter to members re fraud but to be included in newsletter. • Info to be included to be sent to JS <p><u>Other</u></p> <ul style="list-style-type: none"> • 2 new potential groups – Affric Kintail Way/Strathglass Marketing Group and Strathglass Transport (Rosie Hazelton). Both groups agreed in principle to adhere to terms of reference. 	
7.	<p>Governance</p>	
	<ul style="list-style-type: none"> • Confirmation Statement for Companies House will need to be prepared for end June • Members Database. All to respond to NF email 	<p>ALL</p>
8.	<p>Grant Funding</p>	



	<ul style="list-style-type: none"> Nurses House will apply to 2 bodies – SLF for admin and project management and Rural Housing for material Soirbheas Tier 2 PA SCF to paint hall Screwfix £500 Community Hall – robust chairs for foyer SCF – Community Action Plan SCF Hall – Blinds and external doors (quotes required) 	
9.	Correspondence	
	<ul style="list-style-type: none"> Various items of correspondence were discussed. No action arising 	
10.	AOCB	
	<ul style="list-style-type: none"> FCS Forestry Plan – to discuss when NF present FCS Community meeting upcoming AH to attend 	AH
11.	Date of Next Meeting	
	<ul style="list-style-type: none"> 17th June 7.30 The Loft, Cannich Hall. 	

Content of Minutes 20th May 2019 to be agreed

Proposed:

Seconded:

Signed:

Date: