

Horshader Community Development Trust
Minutes of Meeting
Monday 2nd February 2026

Present: Directors: Fiona Jefferson (Chair), Peter Lidgett, Chris Morrison & Ian Macdonald.

Staff: Gordon Matheson (Business Manager), Kate Macdonald (Development Officer) & Catherine McCauliff-Bolton (Minute taking).

Apologies: None.

Conflicts of Interest: FJ (TOSC).

Item	Discussion	Actions	Responsible	Complete By
Minutes of Previous Meeting(s)	<ul style="list-style-type: none"> a. Monday 12th January 2026 (Ordinary Meeting). All agreed. b. Tuesday 27th January 2026 (Budget Meeting). 	<ul style="list-style-type: none"> a. Remove action points, financial remuneration levels and publish on website. b. Checking details with Kaye at Mann Judd – to follow. 	<ul style="list-style-type: none"> GM GM 	<ul style="list-style-type: none"> ASAP Ongoing
Note on WhatsApp Discussions	<ul style="list-style-type: none"> a. Formal offer to Jan Schouten. b. Press coverage. c. Rescheduled TOSC visit. d. Chris’s absence – confirm compassionate leave (2 weeks). 	<ul style="list-style-type: none"> a. All agreed. b. No further Action required. c. No further action required. d. All agreed. 		
Matters Arising				
Website	CMB updated the Board members: 4 web designers have been emailed (on Mon 26.01.26) with basic requirements enquiry to set up website. To date, one can do it but cannot meet (all communications via email), another cannot take on any more work and two yet to respond.	Wait to end of week (Fri 06.02.26). send hastener emails to outstanding two web designers. If no response, search for more designers and make contact for quote.	CMB/KM	Ongoing
TOSC	<ul style="list-style-type: none"> a. Offer strategy was discussed b. Title Burden (Comhairle veto) – Jonathan has asked Comhairle but no word back to date. GM briefed Board. Jonathan not yet heard back from CNES. 	<ul style="list-style-type: none"> a. Continue to chase (with deadline date). 	GM	Ongoing

Northland Room Hire	GM Briefed The Board	It was agreed to accept the proposed lease – as this was in line with the Board’s neutral position on the project.		
Risort Updates				
	The Board discussed the latest CES update, and views related to that.			
Horshader Business				
New Members	Associate Member application – Jenny Smith.	All Board members approved.		
Grant Applications	Shawbost School Fairburn Trip – Discussions had on funding this project on the whole and their own fund raising, assisting and working hand in hand with the school on ideas they may have for fund raising.	Obtain evidence of funding already raised/will raise themselves in order that HCDT will match. All Board members agreed.	GM	Ongoing
Bursaries	None.			
Finance	No update – Audit pending. GM sent Kaye (Mann Judd) email with questions and what was agreed and how to implement on Xero.			
Horshader Youth Board Proposal	<p>Board members given documents: “Establishment of Horshader Youth Board Proposal”, “Terms of Reference” and “A Simple Guide for Young People”. GM briefed board – Developed from Community Plan – To involve young people in what Horshader does and what the benefits are to having a Youth Board within the community.</p> <p>First suggestion by PL: Raise to £3000 (from £1500) so they have more leeway.</p> <p>Second suggestion by PL: Chair of Youth Board attends HCDT board meetings (except if sensitive subjects discussed) so that they can listen and know what’s going on, input only (no voting).</p> <p>Number of members (6-10), Age ranges, Horshader members, safeguarding (adult in attendance and PVG clearance) and communications (managing chat groups etc) for Youth Board, give initial ideas for Youth Board (if started) discussed.</p> <p>Advertising for Youth Board discussed.</p> <p>GM: Through school support and Educational Support Teams/Community Education. Also using Social Media advertising.</p>	All agreed to raise to £3000.	GM	On going

<p>Comms Plan</p>	<p>Update (for information only). GM briefed the Board on Comms Plan (coming from 5 key pillars of the Development Plan). Currently, social media posts are based on event items. Over and above this, is to pick a story within the work of the Trust, from that week or fortnight that falls into one of the 5 pillars. Aiming to have projected dates for quarterly newsletter and countdown when these are coming out to members so content in newsletter grows from extra events along with staffing updates etc.</p> <p>Suggestions from PL: Getting feedback/one-to-ones from selection of membership on news stories. Also, identify outside HCDDT membership for feedback for a different angle.</p> <p>Question from FJ: How did the Advocacy drop in go?</p> <p>Reply from KM: No one attended. Went out on socials and email to every member. DJ (from Advocacy) said he will commit some time in future to pamphlets door to door to see if that makes a difference. KM did discuss with DJ of doing a drop in on a Saturday as the one recently held might not of been the best day/time (held in working hours on a workings day).</p> <p>Suggestion from GM: Put leaflet for Advocacy in with quarterly newsletter update. Haven't done a Big Survey (last one approximately 18 months ago). Pushing out another sometime this year as the last one gave a very good response and see if Advocacy is needed by members along with other issues – what would they be?</p> <p>Question by FJ: How many have brought Ceilidh tickets.</p> <p>Reply from KM: Confirmed 3 have been brought to date. KM also confirmed she has made leaflets and planning to put into the school to encourage attendance.</p> <p>Comments/suggestions from PL: Need to go ahead regardless of attendance figures as cancelling will discourage attendance at future events. Also suggests stipulating (on socials) that tickets can be brought at the door (as well as in advance).</p> <p>Prize draw for free tickets discussed/suggested.</p>			
<p>Staffing</p>	<p>Horticultural Supervisor – GM briefed the Board:</p>	<p>Confirmed: Chris Morrison will interview with GM and CH. Interview on Thu 05.02.26.</p>	<p>GM/CM</p>	<p>05.02.26</p>

	<p>Filmbankmedia – Account now been opened. Can look to get pop up screenings started soon. Volunteers needed.</p> <p>Funding – Awaiting decisions re SSEN funding for Scott’s post and TSH funding for Blastas!</p> <p>Niseach Chef – Spoken to him today in respect of a couple of supper clubs in March. Full price for non-members & 20% reduction for members? Prices and venue TBC.</p>	All Agreed to discount for members.	KM	Ongoing
Community Growing/Tree Ark Report	<p>Board members given written update on Tree Ark/Growing Project from CH.</p> <p>Question by FJ: Confirming Harris Trust ordered now completed??</p> <p>Reply from GM: Confirmed Yes, this order now completed (Email confirmation given to Board members).</p> <p>Comment from GM: Asked for quotes from electricians – Polygrubs: fault at meter box, heaters and lights on same switch and other issues highlighted. 2 x Electricians approached and quotes to follow.</p> <p>Comment by IM: Local electrician mentioned to approach for quote/ offering work to.</p> <p>Question by FJ: College approached for odd, small jobs??</p> <p>GM: Not finalised: Safeguarding issues/strategy for payment not developed. Discussions had on benefit of local odd/small jobs person.</p> <p>Question by FJ: Allotment holders – Are those who have them resuming their rent?</p> <p>Reply from CMB: Confirmed CH has been in contact with current holders, and they have all been invoiced and sent T&Cs for allotment spaces for 2026.</p> <p>Comment by GM: New enquiry for allotment space made. Only space now available now is Dalmore (as previously renters were spread out there).</p>	<p>Send details to GM.</p> <p>Look at strategy for odd/small jobs employment.</p>	<p>IM</p> <p>GM</p>	<p>ASAP</p> <p>Ongoing</p>
AOCB	Leaving lunch for Chris – Tuesday 3 rd February at 1pm.	All agreed to gift	GM	ASAP

Business Requiring Off-Board Discussions (Dates to be set)			
Set Date of Next Ordinary Meeting	Ordinary meeting – Tuesday 3 rd March 2026.		