

HorshaderCommunity Trust
Minutes of Board Meeting
Monday 29th April 2024

1. Preliminaries

Present: Carole Miller (Chair), Fiona Jefferson, Flora Macleod, Jimina Macleod, Donna MacLennan, and Gordon Matheson (keeping the minute)

Apologies: None

Minutes of previous meeting: Minutes approved.

Any Declarations of Interests: FJ expressed conflict of interest with regards to TOSC.

Risort: Two Risort minutes had been previously circulated, will be signed at a future Risort meeting.

2. Review Of Actions From Previous Minutes

Shared Drive Access: Board agreed to amend the decision minuted to state that the Board would not need *remote* access to the shared drive. Governance arrangements would require access to the shared drive, and this would be facilitated in the office. There was discussion of whether this applied equally to staff members, for example working from home, or at home with sick kids who are off school. The Board noted that working from home is not clearly outlined in any existing policy and agreed to revisit this in the future.

Grant Terms and Conditions: After reviewing the old T&Cs, it was agreed to adopt and use the simplified version from this point. It was noted that this would hopefully help grant recipients to better understand their obligations.

RBS: The Board noted that there are still issues with RBS not accepting updates provided by CM. Process has been reinitiated, and completed in May.

Electric Cargo Bike – Sold in a private sale for £1,500.

3. Project Evaluation Group

Macaulay College – Agreed to award a grant of £2,000 towards project costs.

4. Operational Update/Financial Update

Membership Applications – None, but two members were removed following their move away from the area: Kim Drinkle and James Johnson.

Bursary Applications – Three:

- Driving Lessons – agreed to fund three lessons on production of receipts, to Chloe Gardner
- Lifeguarding Training – agreed to fund £250 to cover course cost to Alex Murray
- Student Bursary - £2,000 to Chloe Gardner on receipt of course acceptance.

Request for Bursary Advice – It was agreed to review the bursary policy to give clarity to applications from households where dependents are not permanently resident in the Horshader Area (for example in situations of shared custody, or a child spending time with parents living at two addresses). A range of options were discussed, e.g. giving bursaries at a 50% rate in these circumstances, and to request evidence of part-time residency. It was agreed to review bursary conditions to give clarity on future applications.

Update from Development Officer –

TOSC:

- Community Ownership Fund Application – looking for match finding; Just Enterprise funding to review business plan. May have to reapply in May/June funding window, with evidence of match finding.
- National Lottery Heritage Fund – suggestion of partnership agreement with CEATS. Agreed to review a framework agreement, to create Tasglann Taobh Siar – to address risk assessments on the failure of either partner, and to clearly delineate liabilities – e.g. for the future employment of personnel, the future of artefacts stored in a Horshader facility, if CEATS fails. Agreed to request a clear job description for an officer, tenancy agreement, and clarity on what CEATS articles specifies in the event of their dissolution.
- Robertson Trust – Approaching on basis of Alleviation of Poverty and Alleviation of Trauma. Trauma associated with loss of indigenous language and culture may be the gateway to this funder.
- Scottish Land Fund – Application in, decision pending.
- Issue with unregistered sale of the building – update noted.
- Issue with Public Entertainment License – update noted.
- Solar Panel match funder for CARES identified.

Fair Work

- Agreed to adopt draft policy.

Big Survey

- Results discussed.
- Agreed to issue a Press Release.

Outdoors:

- Still progressing outdoor activities – mountain biking and kayaking

Northland

- GM had an informal meeting with representatives from Northland. They want to build a community engagement strategy around meeting places in each of the West Side Estates – Galson, Barvas, Dalmore, Carlway, and Bernera. They may come to us looking for a rental agreement to use office space, e.g. the board room. There are risks for us in even being associated with Northland in any capacity.

- It was agreed to discuss further in the future.

Update from Trust Manager –

Risort:

- Meeting needed – TBA

Sick Leave

- There was a wide-ranging discussion about different aspects of sick leave – e.g. duration of benefits, caring for family members.
- It was agreed to look at a policy redraft on this at a future meeting.

Dalmore Water meter

- The water bills for Dalmore Polycrubs appear to be on the same account as Raebhat House and the bills have escalated dramatically. It's not so clear where the water charges on this account is coming from, but it appears to be far in excess of the Grinnavat Polycrubs – which doesn't seem to make sense. More investigation needed.

Accounts

- Progress is being made on producing annual accounts for audit. CIB will not have accounts ready for an AGM in May. Will report to a future meeting.

5. Project Updates –

Tree Ark – Tree planting ongoing.

Community Woodland – Further re-assessment of the site is to be completed.

Grass Cutting – There has been a reduction in the number of clients seeking grass cutting (in total a reduction of four clients).

6. AOCB – None