

**Horshader Community Development Trust**  
**Minutes of Meeting**  
**Monday 8<sup>th</sup> December 2025**

**Present:** Directors: Peter Lidgett (Chair), Chris Morrison & Ian Macdonald (by phone).

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

Apologies: Fiona Jefferson.

The meeting was inquorate and proceeded as a committee meeting, with decisions subject to later ratification. Draft Minutes would be provided to the absent member. Any item vetoed by the absent member would not be actioned, and passed over to the following meeting.

**Conflicts of Interest:** None.

Item	Discussion	Actions	Responsible	Complete By
<b>Minutes of Previous Meeting(s)</b>	3 <sup>rd</sup> November 2025 (Ordinary Meeting).	Minutes agreed by Board. Remove action points, financial remuneration levels and publish on website.	GM	ASAP
<b>Note on WhatsApp Discussions</b>	<ul style="list-style-type: none"> <li>a. [Staffing Matter Redacted]</li> <li>b. Approved final draft Project Board MoP and Project Manager JD/PS.</li> <li>c. PA System - Hire rates.</li> <li>d. Boiler repair (remaining parts after New Year).</li> </ul>	<ul style="list-style-type: none"> <li>a. All agreed. No further action.</li> <li>b. No issues. No further action.</li> <li>c. All agreed. No further action.</li> <li>d. No issues. No further action.</li> </ul>		
<b>Matters Arising</b>				
<b>Website</b>	<b>Need to move to appoint website designer</b> – Require another internal meeting (PJ, KM & CMB) to bring everyone up to date on where we are in respect of the website re-design and to appoint web designer from shortlist. Approach chosen web designer in New Year.	Meeting: Tuesday 13 <sup>th</sup> December 2025 (PM). Send PL email to confirm meeting date and time.	CMB	Ongoing
<b>Financial Reporting</b>	<b>Feedback from Kaye (Mann Judd Gordon)</b> - GM briefed the Board:			

	<p>GM sent Board members an email from MJG showing comments on the Financial Report Scheme currently in place (highlighting there was too much information and recommends to scale back). He has been working on revising the report. MJG's other recommendations are: single sheet report, overall income &amp; expenditure on each of the projects and identifying large spending lines where, if we go over budget, we are liable to go over quite a bit. GM will hold all other information and be available for viewing and answer any specific questions.</p> <p>Comment by PL: In agreement but when highlighting particular issues, or changes in budget that there is clear narrative explaining where it has come from/going to.</p> <p>Comment by GM: He will do a trial run of MJG's suggestions, and this document will feed in when the budgets are set (approximately Jan 26).</p>			
<p><b>Services on Offer Document</b></p>	<p>CMB provided the Board members with a draft document, with collated information on services and events, in order to give out to, and update members.</p> <p>Comments by PL:</p> <ol style="list-style-type: none"> <li>1. Grass cutting section – Suggestion to include a sentence giving an example of size of garden and what that would cost.</li> <li>2. Bursaries, Training &amp; Driving Licences – Grammar check on first sentence.</li> <li>3. Winter Fuel Scheme – Suggestion on wording change and not highlighting “fuel poverty” as much.</li> </ol>	<p>Amend document.</p> <p>Amend document.</p> <p>Review wording.</p>	<p>CMB</p> <p>CMB</p> <p>CMB</p>	<p>ASAP</p> <p>ASAP</p> <p>ASAP</p>
<p><b>Risort Updates</b></p>				
	<p><b>[Redacted due to security concerns]</b> Operational communications requirements for the turbine were reviewed</p>	<p>Point for [Redacted] to consider.</p>	<p>GM</p>	<p>Ongoing</p>

Horshader Business				
<b>New Members</b>	None.			
<b>Community Fund Grant Applications</b>	<p>a. <b>Shawbost School: FilmG Camera Work</b> – Agreed by PEG. Comment by PL: Point made by PEG that last year’s film was not shown/presented. If agreed, this year’s film to be shown. Suggests when KM arranges a film night this can be shown then. Requested £500.</p> <p>b. <b>Shawbost School – Christmas Lights/decorations</b> – Agreed by PEG. Requested £250.</p>	<p>a. Film evening to be arranged to present film made by Shawbost School under FilmG. All agreed. Arrange payment.</p> <p>b. All agreed. Arrange payment.</p>	<p>KM GM</p> <p>GM</p>	<p>Ongoing ASAP</p> <p>ASAP</p>
<b>Bursaries</b>	None.			
<b>Finance</b>	<p><b>Investment Plan</b> – Board members given Investment Plan document. GM briefed Board members: Feedback from Roddy at Mann Judd Gordon: Given too much information. Go towards the executive summary and keep longer report as an answer to what’s in there.</p> <p>Comments by PL: More explanation on one or two points on to where some of the costs come from.</p> <p>Question by PL: On Coop bank (main cash pool) – why have we so much cash in that account (which is a current account)?</p> <p>Answer by GM: No instructions or decisions, in the past on what to do with the funds.</p> <p>Comments &amp; Proposal by GM: There is more flexibility on this because the level of the financial services compensation scheme has gone up, before having £85,000 per account protected, this is now £120,000. We can put more of the money in more low interest, instant saver accounts or we could put it into 95-day notice accounts (with closer to 3.5%). Proposal we optimise the FCS investments to allow this. GM stated he has a list of 5-6 different banks that have</p>			

	<p>business savings accounts, with an average of 3-3.5% interest rate on them. All of them being 95-day accounts.</p> <p>PL: Risk Register a good idea, but PL proposes meeting with GM to speak about how the risks are written: to better highlight and define the risks and highlight the mitigations.</p> <p>Question by GM: On bursary fund: Decision needs to be made. Do we want to leave the bursary fund money in the current cash investment platform just now (in coming year earning approximately 3.9% rather than 4%), or pay attention to John Moffat's advice that if it drops below 4%, put into managed investment platform?</p> <p>Comments and Suggestion by PL: Before making that decision we need to know what the options are and the associated costs are. Then, dependant on what the options that are put forward, may or may not decide as a Board, if there is an option that is appropriate, take it to the membership to get their approval.</p> <p>Comment by GM: Could get proposal for this ready for next AGM (Apr/May 26).</p>	<p>All agreed. Look at investment platforms and look to organise funds.</p> <p>Meeting to be arranged to discuss.</p>	<p>GM</p> <p>GM/PL</p>	<p>Ongoing</p> <p>Ongoing</p>
<b>Staffing</b>	<p><b>Project Manager (shortlist) – [Detail Redacted]</b> Progress was noted on recruitment to a project management role.</p>	<p>Send invites out for interview.</p>	<p>GM</p>	<p>ASAP</p>
<b>Development Officer Update</b>	<p><b>a. Blasta! Lunches</b> – Feedback: Well attended (26 community members in attendance). 36 booked in for Christmas Lunch (17<sup>th</sup> December). Still awaiting update in respect to funding application to extend the Blasta! Lunches beyond the currently planned end dates of February 2026.</p> <p><b>b. Fireworks Night</b> – Feedback: Good attendance (c200) and positive feedback from attendees. [Redacted] Total cost to HCDT - £574.02.</p> <p>Post event feedback: More stewards and donation points.</p>			

	<p><b>c. Christmas Fayre</b> – Feedback: Attendance was good (c150). Clann an Latha De recorded 123 teas &amp; coffees (but not all who attended had refreshments). Santa Grotto popular.</p> <p>[Redacted] Total cost to HCDT - £1407.75</p> <p><b>d. Pop-up Cinema</b> – Pending: possibly to be held in January 2026. Will try equipment.</p> <p><b>e. Yoga Sessions</b> – 4-week block now completed. Interest expressed in evening classes. Feedback from attendees that they would be happy to pay. Instructor for these completed sessions now on maternity leave. Requirement for new instructor.</p> <p><b>f. Spors Gàidhlig</b> – Trying to facilitate an outdoor session with Spors Gàidhlig for the Easter break (possibly 6<sup>th</sup> or 7<sup>th</sup> April. Information supplied by Spors Gàidhlig: groups of 12, full or half day sessions (dependant on ages and group sizes). Flexible activities (weather dependant) but potentially paddleboarding, gorge-scrambling, rock climbing, coasteering etc. Costs would be: Half day - £480 for each day (£40 each) and Full day - £960 (£80 each).</p> <p>Question by KM: Would we look to subsidise this at 50%?</p> <p><b>g. Christmas Carol Service</b> – at TOSC on 23<sup>rd</sup> December 2025 (7-9pm). Self-service Teas and Coffees supplied (with mince pies).</p> <p><b>h. Potential “Old New Year” event</b> – Evening Saturday 10<sup>th</sup> January 2026.</p>	<p>Send monies to Clann an Latha De</p> <p>Test projector etc.</p> <p>Look at evening classes for 2026 with instructor.</p> <p>All agreed on 50%.</p> <p>Promote with posters in bus stops etc.</p>	<p>GM</p> <p>KM</p> <p>KM</p>	<p>ASAP</p> <p>ASAP</p> <p>Ongoing</p> <p>ASAP</p>
<p><b>Update on Tree Ark/Growing Project</b></p>	<p>Board was given Monthly Report for November for Tree Ark &amp; Growing Project (Polygrubs):</p> <p><b>a. Staffing</b> – Total hours per week is 40.</p>			

	<p><b>b. Tree Ark</b> – Tree packing is ongoing with first 3000 saplings out to North Harris Trust. Other orders will be going out during Dec/Jan. Awaiting Woodland Trust order – this normally arrives late December for March delivery.</p> <p><b>c. Grinnivat site</b> – Fence repair and painting will be done as weather allows. Rat traps and poison baits have now been placed around the site, with fresh bait and blocks.</p> <p><b>d. Dalmore site</b> – Now has shed. It is expected to have the solar kit fitted shortly, thereafter the electrician can wire up the polygrubs (awaiting electrician). Surrounding fence has now been painted. Windbreak netting to be fitted as time allows. The rat problem has increased during the month with 7 having been caught so far. Trapping ongoing.</p> <p>North Harris Trust orders discussed.</p> <p>Comments by GM: GM to meet with CH to discuss what hours are spent on what project. CH stated the position can be scaled back to a part time post. Need to decide how many hours the position requires. Need to something in place and advertise the position in January 2026.</p> <p>Confirmed CH will stay on as staff at 1 day per week.</p>	Meeting to discuss requirements for post.	GM/CH	ASAP
<b>Community Development Plan Update</b>	<p>Comment by GM: Requests final feedback before it goes out to the community.</p> <p>Suggestion by PL: For more clarification, where we have projects identified, identify them as actual projects, in the section, with high level dates against them. Maybe putting some deliverables with some perspective dates, for example the workshops.</p> <p>Comment by GM: Normal review cycle for this is normally 2-3 years, so items listed are not what we are going to do within the next 12 months.</p>	Amend document as necessary.	GM	ASAP
<b>TOSC Project Board Appointment</b>	<p>GM briefed the Board: Names that been given:</p> <ul style="list-style-type: none"> <li>• 2 from Horshader membership: Fiona Macleod and Innes Harrison</li> <li>• 2 from North Shawbost: Ian (from campsite), Gary Lister</li> </ul>			

	<p>Expression of interest from [Redacted] (but currently unable to get hold of him to discuss further)</p> <p>(with PL as Chair).</p>	<p>Make contact with [Redacted] to discuss potential appointment to TOSC Board.</p>	<p>PL</p>	<p>Ongoing</p>
<b>AOCB</b>	<p>a. Item Vetoed by Absent member</p> <p>b. <b>Power for People Campaign</b> – GM briefed the Board on who Power for People and their campaign. Received email requesting a donation (copy of email given to Board members).</p> <p>c. <b>UDS</b> – Question by PL: Has there been any response back from CES in respect of UDS??</p> <p>Comment by GM: Council not willing to take building back. They have supplied a useful document for UDS to work through with the view to have the listing removed so that the building can be demolished or potentially sold. A route has been identified for UDS to follow. GM left document with UDS committee to consider.</p>	<p>a. Item vetoed and removed from minutes</p> <p>b. £200 donation agreed by all.</p>		
<b>Business Requiring Off-Board Discussions (Dates to be set)</b>				
<b>Set Date of Next Ordinary Meeting</b>	<p>a. <b>Ordinary meeting</b> – Monday 12<sup>th</sup> January 2026.</p> <p>b. <b>Budget Meeting</b> – Separate meeting in January 2026. To be confirmed.</p> <p>c. <b>TOSC Meeting</b> – Walkabout (best in daylight hours): To be confirmed.</p>	<p>a. All agreed.</p> <p>b. Arrange meeting date.</p> <p>c. Arrange meeting date.</p>	<p>GM</p> <p>GM</p>	<p>Ongoing</p> <p>Ongoing</p>