



THE GLENGARRY TRUST

QUARTERLY TRUST MEETING

Monday 10th September 2018

6.00pm at the Glengarry Community Hall

TRUSTEES PRESENT: J. Sutherland (JS), M. MacLennan (MM), M. MacRae (MMR, Chair), R. MacCallum (RM), C. Grant (CG)

APOLOGIES: P. Walker (PW)

IN ATTENDANCE: A. Cooper (AC, Secretary)

Minutes of the last meeting

RM proposed and CG seconded with no amendments. All action points have been completed.

Report for the meeting

This was provided to all Trustees and outlined the numbers of applications received, and progress on the paperwork chased and received.

Applications for discussion

Glengarry Community Woodlands (GCW/215)

JS commented that the project appeared to be exciting, and that it aims to be self-sustaining at the end of the three year period is very positive. Positive also that 65% is applied for from another funder. Comment about the potential market for firewood and the development of a tourist business. CG explained that a survey had been given out to members of the community and showed there would be a market for firewood. MM commented also that transport costs for non local wood supply was expensive so keeping it local was positive. CG explained that a note of interest has been put in for the purchase of the field. CG stressed that any plans for the field would take the need for tranquillity into account. JS said that she thought the application was well put together, a lot of work had been done and a lot of information had been provided. CM agreed. MMR explained that the Woodlands provided a kids club as well as lots of very well attended family events. CM commented that people spoke very positively about these. Discussion then took place about the proposal to spread the funding over three years.



All approved the grant to be awarded over the three years (CG abstained).

Action: AC to send out approval and acceptance letter for the full three year grant and a cheque for the first year of funding in the sum of £16,973.

Music Therapy (MT/216)

All agreed that this was a very beneficial project. MMR gave some additional background that a Speech and Language Therapist was also going to be involved during this session. It was agreed that this sounded like a positive combination.

All approved (MMR abstained).

Action: AC to send out approval and acceptance letter for the sum of £550.

Community Council (GCC/217)

An application for the development of a website. JS and MMR both commented that it seemed like a very good idea. JS and CG commented that the cost is surprisingly small. Positive that local student would be involved.

All approved.

Action: AC to send out approval and acceptance letter for the sum of £685.

Completion reports

The following completion reports were received during the reporting period and shared at the meeting:

- Glengarry Community Council – GCC/173
- Student – Callum Fraser – SG/199
- Feis Gleann Albainn – FGA/200
- Great Glen After School Activity Club – GGASC/203
- Glengarry Highland Games – GHG/205
- Judo Club – JC/208
- Judo Club – JC/209



MMR explained that it was likely that the underspend in funding from the Great Glen After Schools Activity Club would be returned to the Trust.

Finance and accounts

A copy of accounts including grants awarded and funding coming in from Falck was handed round those present. A copy of audited accounts from Voluntary Action Lochaber were shared.

MMR has been exploring a separate account for holding funds. The bank have requested the four signatories attend to get an account set up.

MMR asked Trustees about the new SSE money which will benefit the community and all agreed that it would be a good idea for the Trust to manage the money if this is what was agreed. MMR commented that they would wish to meet with the Trustees to check that the processes and forms were in order. SSE monies would not be available to fund individuals but they would still support the Apprenticeship scheme.

Action: Signatories to attend the Clydesdale Bank to progress a new bank account.

Action: Meeting to take place with the Community Council following the Trust meeting to discuss the funding from SSE

Apprenticeship scheme

MM commented that it would be helpful going forward to have a Mentor or more contact for Apprentices in Invergarry itself. MMR commented that with the development of the website she hoped that this would change as potential Apprentices would come to us directly going forward.

Discussion regarding and review of paperwork relating to the Apprenticeship scheme which has recently been reviewed by the Community Company in Fort Augustus. The Community Company have asked what level of funding the Glengarry Trust can commit and this was discussed.



Update on GDPR

An update on progress relating to the introduction of the GDPR was shared. There has been a decision on the part of the Secretary not to use a memory stick going forward.

AC has contacted former Trustee AG about the disposal of paperwork but to date he has not replied.

Action: AC to ask OSCR how long we should hold paper based records for.

Action: AC to develop a form to ensure all Trustees and staff sign to say they have lockable filing cabinets in place.

Marketing and website

MMR and AC have had a second meeting with a Web Designer (company called Bramble Jam). A host name has been chosen and we are now required to provide as much information as possible to take the build of the website forward.

Action: AC to progress the next stages with the web developer.

Application assessment paperwork

The proposed draft was shared and discussed and some small changes suggested.

Action: AC to update and condense to one sheet with suggestions from Voluntary Action Lochaber included.

Any other business

Letter from the Shinty Club received requesting an extension to the time limit of the grant awarded in 2017. This was discussed.

Action: AC to write requesting more detailed information about the fundraising intended, the monies already spent and future plans and location.

The meeting closed at 20.00pm