



## **THE GLENGARRY TRUST**

### **QUARTERLY TRUST MEETING**

**Monday 11<sup>th</sup> June 2018**

**6.30pm at the Glengarry Community Hall**

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

**APOLOGIES:** C. MacLennan (CM)

**IN ATTENDANCE:** A. Cooper (AC, Secretary)

### **Minutes of the last meeting**

PW proposed and JS seconded with no amendments. All action points have been completed.

### **School update**

MMR updated everyone about the plans for the school redevelopment and there was some discussion about a previous application to the Trust for a multi Use Games Area and whether that grant would still be available. All agreed that this should be acceptable.

### **Applications for discussion**

*Fort Augustus Guides and Brownies (FAB/206)*

All approved.

**Action:** AC to send out approval and acceptance letter for the sum of £680.  
AC to include a letter stating that this is a retrospective application and in future all applications must be made in good time and prior to the event taking place.



*Invergarry and Fort Augustus Railway Museum (IRM/207)*

Comment that it is our heritage and a valuable visitor attraction.

All approved.

**Action:** AC to send out approval and acceptance letter for the sum of £2672.

*Application for sports summer camp – individual (JC/208)*

All approved.

**Action:** AC to send out approval and acceptance letter for the sum of £200.

*Application for sports summer camp – individual (JC/209)*

All approved.

**Action:** AC to send out approval and acceptance letter for the sum of £200.

*Hardship grant (HG/210)*

All approved.

**Action:** AC to send out approval and acceptance letter for the sum of £1000.

*Produce Show (GDCA/211)*

All approved.

CG asked how much was spent annually in total on the produce show. This sum should cover the costs.

**Action:** AC to send out approval and acceptance letter for the sum of £400.



### *Public Toilet (GDCA/212)*

Discussion about how high the usage is and that the supplies are quite expensive. MMR asked about having both hand dryers and paper towels and the Hall Committee have been asked to provide both as a comfort stop. MMR suggested a safe and secure donation box be considered for future thought.

All approved.

**Action:** AC to send out approval and acceptance letter for the sum of £4000.

### *Glengarry Community Council – Fireworks (GCC/213)*

A bank statement was provided for the Trustees consideration. We have not been provided with a separate audited set of accounts for this particular bank account. A request for £100 more than last year.

All approved.

**Action:** AC to send out approval and acceptance letter for the sum of £850.

### *Invergarry Parent Council – (IPC/214)*

MMR explained that there was an issue now with transporting children to events because many parents did not have business insurance.

All approved.

**Action:** AC to send out approval and acceptance letter for the sum of £3653.

## **Completion reports**

The following completion reports were received during the reporting period:

- ICCF/158
- MT/196

**Action:** AC to send out the MT/196 report to Trustees



MMR commented that the recent grant to the Great Glen After Schools Activity Club had not all been spent. This was due to canoeing and kayaking being cancelled at short notice. MMR commented that they were very grateful to Ronald and Debi Mackenzie for providing a free event on Cruise Loch Ness for the children at short notice when kayaking was cancelled. MMR should be able to run the canoeing and kayaking in September and all agreed this was acceptable.

### **Correspondence**

- Shinty club have emailed with an invoice for the banner at the pitch
- Lea McNally shared photographs of the progress of the War Memorial

**Action:** AC to send out a cheque to the Shinty Club

### **Apprenticeship scheme**

An update on the progress of the Apprenticeship was shared by MMR with those Trustees present.

### **Cheques issued, finance, funding**

Quarterly figures were shared with Trustees. No questions arose.

### **Marketing and website**

MMR and AC have met with a Web Designer (company called Bramble Jam). Has offered us a preferential rate as a charity.

**Action:** AC to look in to availability of domain name. MMR and AC to progress the development of the website. CG commented that this had implications for the GDPR.

### **GDPR**

Various documents were handed out by AC. There are some questions which need to be considered by Trustees as well as a Privacy Statement to be agreed.

**Action:** AC to obtain consent from parent for data processing for two recent applications from children.



**Action:** AC to ensure that all outstanding documentation to be returned or verified as destroyed with AG

The draft Privacy Statement was considered and it was agreed by Trustees that this should be adopted without any amendments

**Action:** Privacy Policy to be sent out with all future correspondence

**Action:** Application form to be updated with reference to our new Privacy Policy

### **Any other business**

CG asked for information about the Apprenticeship scheme. MMR directed him to the FAGCC website and then gave an overview of the scheme and everything that was involved from a Trustees perspective.

**The meeting closed at 19.45pm**