**THE GLENGARRY TRUST**

**QUARTERLY TRUST MEETING**

**Monday 14th December 2020**

**6.00pm via Zoom**

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

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

**APOLOGIES:** None

**Minutes of the last meeting**

MM proposed and RM seconded with no amendments. Action points were then discussed.

**Coronavirus response**

A recent newsletter has been issued to all households and is on our website and Facebook page. We are still issuing community larder boxes.

The group are also doing a phone round of some people they are aware of who might be furloughed or have lost jobs. 60 boxes delivered in Invergarry.

Covid crisis grants – there has been one more in our area another since last meeting.

Senior citizens lunch – a meal will be delivered to all over 65 who would like one to replace the usual Christmas party that would be held. 35 meals ordered. Monday 28th December at approximately 4 or 5pm. Volunteers have come forward to support with deliveries including CG. JS offered her assistance to deliver as well.

Potential grant for benches in the village – made from recycled plastic.

Also potential to apply for future funding for waste disposal for campervans.

**Applications for discussion**

**SG/260**

First application. Apprenticeship whilst at College. MMR explained she had been in touch with the employer and it was too late for this to be an Apprenticeship application but she is aware the course has started and the individual can apply as a Student. Fully completed application but not a huge

amount of information. CG suggested a comment on the form to propose students provide ‘as much information as possible’. AC suggested some examples or prompts on each question. MMR suggested it provides experience on form filling for later in life and CM agreed.

**Action:** AC to revise the Student application. All Trustees approved the application. AC to write to confirm the award in the sum of £600.

**ICP/261 – Invergarry Children’s Christmas Party**

AC declared a conflict of interest as the applicant and left the Zoom meeting so Trustees could discuss the application.

Trustees are happy to award the grant in full.

**Action:** AC to confirm the award.

**Report on applications**

This was provided to all Trustees.

**Action:** AC to get an update from the Community Council on the Village Officer.

**Completion reports**

No reports were received during this period but the following reports have been chased up:

SLW/246

GCC/244

**Paperwork and scoring review**

AC suggested some minor changes to the process to ensure terms and conditions were signed up to before any electronic transfer of funds took place. All Trustees agreed this change.

Trustees are happy with the scoring system.

**Action:** AC to remove the requirement for applicants to accept the grant award prior to being sent a copy of the terms and conditions.

**Finance**

Update on finances provided by MMR.

Glengarry Community Woodlands – depot renovation funding to be issued as invoice has now been provided.

Action: AC to write to the Woodlands to confirm the next instalment of the grant will be paid electronically.

MMR went through the report.

We now have the Employers and Trustee indemnity insurance.

**AOCB**

**Trustee nomination**

MMR raised the Community Council’s recent Trustee nomination as an agenda item.

All Trustees have been sent the email from the Community Council to review. JS commented that she had written to AC after this, who explained that

Trustees could be appointed at any meeting as per the Trust Deed, but JS’s preference is for this to happen at the AGM as this is what has happened before. There was broad agreement about this. Trustees reflected on the benefit of training for Trustees and the need to get this in place. The majority of Trustees proposed that the new Trustee was appointed at the AGM as this is what the process has always been in the past.

Trustee training to be organised from LEADER.

**Action:** CM to follow the training up on behalf of Trustees

**Action:** AC to respond to the Community Council to thank them for their nomination. Trustees would like to organise training for Trustees in the new year and invite the nominee along to that and then appoint the person at the AGM in June 2021. AC to prepare an induction pack for new and existing Trustees. AC also exploring membership of SCVO – confidentiality clauses, register of interests, support with updating the Trust Deed.

**The meeting closed at 19.05pm**