

Evanton Community Trust
Minutes of Board Meeting
By Teams
Thursday 8th February 2024

Agenda Item	Discussion	Action/Tasked
1	Welcome and Apologies for Absence Present: Mandy Macleman (MM), , John McHardy (JM) representing the KCC, Deirdre James (DJ) (Tracey Bauer(TB), Michael MacLeod (MMcL), Leslie Logan(LL) Apologies: Simon Hindson, Keith Bruar. Invited guest : Felix Spittal(FS)	
2	Approval of Minutes of 16/11/23 Proposed: LL Seconded : MM	
3	Matters Arising SSE – There are still ongoing difficulties with the meter. The hall electricity meter daily reports have been blank again on occasion and have only been picking up data in last few days. Internet supplier, Highland Broadband didn't turn up for their appointment due to bad weather.	MM to contact SSE and Highland Broadband
4	Project Updates A) DJH Land Purchase – still progressing. An issue was raised by our solicitors suggesting that neighbours should sign a disclaimer letter saying they have no objections to use of land. As our funding is not dependent on us building an extension as land would be still available for community use, the board considered that this over complicated the issue. It was agreed that we do not want this as a condition of the offer. MM has asked them to accelerate the process. K.B. and T.B. need to resubmit their identity documents to McLeod and MacCallum. Generator Connection – cable trench needs to be backfilled . We need to have someone to familiarise us with the process of starting the generator. We also need to form group to be willing to be available to start the engine when required. Hall Management Group. It has been impossible to have a meeting recently. Group met with the addition of DJ for hall clear up , clearing stage and lockers. LL raised issue of the clock he donated but it has not been decided where it should be located. The TV is now up on the wall in the Ante Room. B) Sharing Shed. LL noted that all Sharing Shed volunteers have liability insurance.	TB volunteered to fill trench TB to ask KB re finding person to be responsible for familiarising group with working the generator. F.S agreed to be part of generator group.

Evanton Community Trust
Minutes of Board Meeting
By Teams
Thursday 8th February 2024

	C) Tri – shaw. We have had informal confirmation of funding success for the purchase of a Tri-shaw for the village. 6 volunteers took part in the initial training session.	
5	Treasurer's Report • LL has completed accounts as far as he could. They have been passed to the examiner who is also working on the accounts. We received a warning from Companies House for late submission. LL appealed the warning and we have been granted an extension. LL is still uncertain about some of the information required. Account statements should be ready by the time of extension expires . Our penalty will be £150. • New system Zero has been recommended by DETA. We have entered into subscription with Zero as there is a reduction to £9 per month at the moment . The subscription allows for unlimited users and can be cancelled at a month's notice. • TBS accounts . Main £ 33167, Hall account £ 10738 • Initial payment received from Highland Council Community Regeneration Fund for a Fund Raising Consultant for the DJH redevelopment. The balance of 25% is due at the end of February 2024 • KCC treasurer is still looking for repayment of monies paid on our behalf to Highland Council for rubbish bins. JMCH will ask for an email to be sent to ECT with details	LL to action
6	AGM • Sunday March 24th March 2pm • 21 days notice needed	MM and DJ to prepare documents for emailing/ posting DJ to send out notice of AGM to all members MMcL to book hall
7	AOB • MM proposed that we co-opt FS to the Board. Seconded MMcL. • MM circulated draft job specification for Project Officer for board members to give feedback. Funding is from the HC community Regeneration Fund	Board members to give feed back on MM's email
8	Date of Next Meeting. Wed 6 th March 2024 7.30	

**Evanton Community Trust
Minutes of Board Meeting
By Teams
Thursday 8th February 2024**