

Strathpeffer Community Association Board Zoom Meeting

Date : 03.06.2020

Present : Peter, Sheila, Miranda, Trish, Karen and Kate

Actions from last meeting

- Trish to send out digital copy of the constitution to all board members.
Completed
- Peter and Miranda to attend next Heritage Lottery Fund Meeting, feedback above agreement from the board and proposed next steps. **Meeting re-arranged**
- Peter to contact Hayley from the council re update on the usage of the rooms. **Completed**
- Miranda to check possible COVID19 policy with other charitable organisation. **Completed. English guidance not relevant at present and better to seek 3rd Sector guidance for Scotland.**

Issues discussed :

- **School rooms-** Peter has received an email from Hayley from Highland Council. Peter has circulated this to all board members. It is hoped that works could start once trades can commence safely. It was not clear what 1140 relates to. Trish has been in touch with Carolyn from Strathpeffer School and will check what needs to be in place for the use of the main hall potentially in August.

Action : Peter to email Hayley to clarify 1140.

- **Grants update-** Sheila, Kate and Trish have been putting together information for the small business grant. It seems likely that the Community Centre meets the criteria, however application not accepted online as needs rates coding for the centre. Sheila has followed up with the Highland Council and has emailed the non-domestic rates last Thursday. Also checked on Scottish Assessors site re coding.

**Action : Trish to contact Carolyn from the school re rates coding.
Sheila to follow up with Non-Domestic rates department.**

- **Furlough Scheme-** Currently applying for this month. Trish has sent an email to all the staff members to keep in touch and also a reminder that staffing levels/hours will need to be reviewed in light of COVID19 and when the

Community Centre is able to re-open. In August Furlough will be reduced to 60%. Still needing to pay national insurance and pensions.

- **Update from Trish-** Trish has sent through details of free online courses. Course on mental health and the 3rd Sector on 11.06.2020. Need to consider impact of COVID19 for staff and community. Might be venue for counselling services if required.
Sneeze guard has been ordered for the reception area.

- **COVID Policies-** Need to confirm guidance re First Aid procedures at the Community Centre and whether guidance has now changed.

Action : Trish to contact First Aid Trainer to check guidance.

- **EDF Funding–** This has been agreed for the outside play area and Trish has identified someone to complete the work when regulations permit. There has not been written confirmation of funding.
Agreed to put in bid for laser printer to EDF Funding for printing the Strath Times.

**Action : Trish to contact EDF re funding confirmation
Trish to put in funding bid for laser printer.**

- **‘Strathpeffer Together’- Joint Heritage Lottery Bid-** MOU agreed by board, previously circulated by Peter. We will need to contribute 10% funding (£1,500). Agreed that we would apply to New York Villa Trust.
- **Request received to host book/games swap from Muir of Ord-** Discussed and agreed that it would be difficult to set this up at this moment in time to ensure social distancing and government requirements.

- **Next meeting – Tuesday, 23rd June at 4pm. Miranda to send Zoom meeting invite to all.**