

Urram Board Meeting Notes 19th June 2025 9.30am via Zoom

		Action
1	Welcome and apologies Present: James Hilder, Elizabeth Carmichael, Gill Calver, Jenni Hodgson, Sandra Lawton, Louise White, Catriona Hunter, Tracy Cameron, Sarah Kemp(part of meeting) Apologies; Mhairi Mackinnon, Denise Anderson, Ali Upton, James Campbell	
2	Minutes of the last Meeting Proposed James and seconded Jenni Matters arising: Ahead of the meeting Louise had circulate an "Update Report" to enable Trustees to review ahead of the meeting and to reduce meeting time spent providing verbal progress reports. The Update Report is helpful but we need to consider how it is structured, phraseology and use of acronyms for going on the website. Risk Register - with James, working on one for another charity and will prepare a draft for the next meeting. Board Strategy Afternoon – May 8 th , Salen Hall. All agreed it was very positive, useful day and gave a helpful sense of where Urram is, and requirements for good governance and procedures going forwards. The notes will be circulated in due course. Louise to set a date for next year- similar time, avoiding the six day trials.	Louise James H Louise
3	Finance Current Bank account at £140,373.23 Paperwork of new debit cards is in process. Jenni to catch Gill about adding Gill as a signatory. Louise had prepared a budget, looking at the year ahead. Gives a good global view, and in the future will share break down of costs for each activity, along with numbers of individuals involved in the activity. The lottery has with-held the office rent portion for this year as we are still no closer to gaining office access in Dail Mhor. It was noted that expenditure will increase, in line with increased activity that is agreed by the lottery funding, so the budgeted surplus will be less than in the draft budget document. Once a quarter it would be useful to compare budget with actual expenditure. Just received confirmation that the funding for a business plan to develop the Childcare has been approved	Jenni Louise
4	Services update Befriending It was previously agreed to settle in the new team members and identify what gap there was for a befriending coordinator. Recent referrals mean we are approaching a point of putting more resources in to a 'Community Care Coordinator' type role which would include more focus on befriending. Louise to write job description, consider how many hours, and when it might be good to start. Transport It has taken a little longer than anticipated to hand over transport coordinator to Janice, IT issues have delayed things but making good progress now.	Louise

5	<p>Projects</p> <p>SiRD.</p> <p>Social Work relationships are improving all the time, its very positive and going well. Another PA for our list yesterday and matched with a client.</p> <p>A PA from out of area but working with a client in our area has come to us for advice. Again, out of area- but we have supported a respite request in Lochailort with a PA from our list.</p> <p>Tracy has finished the Community Brokerage Award – congratulations Tracy.</p> <p>It was noted that if training opportunities arise, that would be beneficial for team members and for Urram- they should be taken advantage of.</p> <p>Local Care Model</p> <p>No more decisions have been taken over Dail Mhor and re-opening.</p> <p>It has been quiet since the Highland Council and NHS Highland buildings meeting.</p> <p>James is going to write to Tom Murdison and Gill suggested including David Park and Sarah Compton-Bishop (Chair NHS Board)</p> <p>Kate Forbes has asked to meet with Urram on the 6th of August. Gill confirmed she could attend.</p> <p>First ever Refresh Café ran((Acharacle Community Centre for a shower and breakfast) - some real positives, and other challenges that require consideration for next time. A registered services member of staff could make a real difference to being able to offer more assistance for individuals.</p> <p>The next Local Care Model design meeting is on the 26th of June at 11am in Strontian Village Hall. The board are welcome to attend.</p> <p>Childcare.</p> <p>Funding for business plan- approved. This will allow a more granular look at the practicalities and possibilities of running a childcare service.</p> <p>Acharacle nursery is going to open for 2-year-olds which is a small but significant result for us and the Action Group.</p> <p>The only way the Highland Council can see a service working is if an existing service is closed, and a new community led service re-starts in its place, with provision for 0-5 and opportunity for wrap around care. Board agreed any (even temporary) removal of a service was not acceptable so we must continue to find a ‘work-around’.</p> <p>Charges for the Sunart Centre are currently prohibitive; Sunart Centre Management committee argue that there should be no charges under the community use agreement. This is something the Sunart Centre Management Committee are exploring. The PPP contract is also due to finish in two years, and there is uncertainty as to how the building will operate then.</p>	James H Gill
6	<p>Dail Mhor House- Current status of service and operational updated (NHS)</p> <p>Arlene Johnston has replaced Pamela Stott as Interim Chief Officer for Health and social Care</p>	
7	<p>Staffing</p> <p>It was agreed at the strategy day to appoint specific Board trustees to Team members as a point of contact if they were unable to get a hold of Tracy or Louise. Louise already reporting to James).</p> <p>Tracy and Sarah – Can contact either Jenni or Sandra</p> <p>Janice – can contact either Elizabeth or Catriona</p> <p>Danielle- can contact Jenni.</p>	Louise

	The Board agreed that Louise could increase Danielles hours to 5, whenever was convenient for Louise and Danielle.	
8	<p>A.O.B</p> <p>Urram will have stalls at the Morvern Games (19th of July) and the Sunart Show (9th of August)</p> <p>Gill, Elizabeth and James are available to help for bits at the Sunart Show. Catriona offered tidying up help.</p> <p>Jenni can give some support to the Morvern Games.</p> <p>Louise/Sarah to write to the volunteers requesting help.</p> <p>Driving volunteers and Jen Welsh received awards from VAL at their VOSCARS event in Acharacle.</p> <p>Gill raised the De Tha Dol “Local Hero Award” and requested that we promote on socials- perhaps some service users might nominate a volunteer.</p> <p>This month we are launching a new service in partnership with the community nursing team. This will support those who would like, or need a telecare system but do not have someone that might go on their red button call list. Volunteers will go on the list and the community nurses will get in touch with them as and when required.</p> <p>Elizabeth enquired if there were any actions after James’s meeting with Kate Forbes in March, and James reported being able to give a full briefing on all things Urram, and Kate will continue to support our campaign to get dail Mhor re-opened for whatever service is practicable.</p>	<p>Louise/Sarah</p> <p>Louise/Sarah</p>
10	<p>Date of next Board meeting –</p> <p>14th of August time 7pm</p> <p>11th September 9.30am</p> <p>22nd September -AGM – Strontian Village Hall. Louise to sort hall and food.</p> <p>23rd October 7.30pm</p> <p>4th December 9.30am</p>	Louise