

Urram Board Meeting Notes 9th January 2025 9.30am via Zoom

		Action
1	<p>Welcome and apologies</p> <p>Present: James Hilder, Elizabeth Carmichael, Gill Calver, Catriona Hunter, , Louise White, Jenni Hodgson, Sandra Lawton</p> <p>Apologies; James Campbell, Karen- Anne Wilson, Denise Anderson, Sally Semple, Tracy Cameron, Ali Upton</p> <p>The board noted their condolences to the MacLachlan family regarding the loss of Jordan in Ukraine.</p> <p>The board noted Tracy's recent health scare and wish her well. It was acknowledged that she is doing 'lighter' duties as she recovers and is unable to drive.</p>	
2	<p>Minutes of the last Meeting</p> <p>18th November 2024 proposed Elizabeth and seconded Gill.</p> <p>Matters arising:</p> <p>i) Sandra drew the boards attention to the consultation regarding changing structures with Highland Council and NHS Highland.</p>	
3	<p>Finance</p> <p>Current Bank account at £128,944.19</p> <p>There have been no more HMRC payments- James to investigate the payment schedule. We were expecting them monthly, but this seems not to be the case. The bank confirmed they were unable to help stop the scams that we have had recently which is disappointing.</p> <p>Funding update</p> <p>We heard a no from the Charles Hayward Foundation this week, but the pledge of £8k from the Hugh Fraser Foundation is great, and will support the national lottery bid which Louise is working on, and is quite big.</p>	James/Jenni
4	<p>Services update</p> <p>Befriending</p> <p>Progressing well, most clients who have been waiting now matched with a befriender. 1 further match should complete when the weather has improved in the spring and the other is on hold.</p> <p>Community lunches.</p> <p>Lunches started back in Lochaline this week and we have some extra lunches scheduled for Treslaig and Strontian in the coming weeks.</p> <p>We asked if the Distillery in Glenborrodale would be able to host which is not possible, there might be a possibility at the Natural History Centre, and we have also asked at the bunk house. These additional lunches have a SiRD focus, along with taking time to chat to those in the community about what the needs are.</p> <p>Staff have been updating Food Hygiene certificates and tidying up associated record keeping.</p> <p>Transport</p> <p>Hospital transport</p> <p>Oct to Dec Cars used for hospital and befriending visits 96 times</p> <p>4 new drivers signed up since October, with another starting the sign up process.</p>	

	<p>Car Club Some journeys- not heavily used but a new application to join the car club just in.</p> <p>General We have been looking at paperwork as a team, starting to make process flows for all the different process we undertake, (i.e. adding a new service user to the system). This should make things a lot easier if someone is off and their work needs to be covered. Developing a lone working policy and recording system- ongoing.</p> <p>Protecting Vulnerable Groups – The PVG registration requirements are changing from April 2025. It will necessary for trustees of groups supporting vulnerable groups will need to be a member of the PVG scheme. So all trustees not yet on our PVG registration will be ask to complete this paperwork soon.</p>	Tracy/Louise
5	<p>Projects SiRD. Supported 2 people to get heating grants, Support 1 person to get attendance allowance Supporting 2 people to get personal assistants. Community brokerage course going well. First 2 modules completed and passed, 3rd module starting today. Working on a 3 fold Personal Assistant leaflet that will explain what a PA is and the different between employing some one or taking someone on as self-employed. Currently underspent, which we are working hard to rectify! Good meeting with local social work team, discussed how option 1 is intimidating for people and option 2- isn't something that Urram can support yet- but to take back to Ian and the Local care model. Jenni suggested finding someone who is using option 1 currently to provide peer support to others who might be interested or producing a case study on how it has worked for them to give confidence to others. Gill has a possible contact. 13 possible PA's</p> <p>Local Care Model. Louise to arrange a catch up with Ian and Pauline. Still no word from Care at home and the possibility of helping those on the unmet need list. Louise to follow up.</p>	Tracy/Louise Louise
6	<p>Dail Mhor House- Current status of service and operational updated (NHSH) Recruitment Interviews have happened and jobs have been offered. Some candidates still to confirm and the recruitment officer has been off sick so a bit of a delay. Training has to happen in either Invernevis or the Mackintosh prior to being able to start in Dail Mhor which maybe a barrier for some. There are still not quite enough hours to fill a rota for re-opening. Suggestion to check that previous bank staff have been made contact with to see if they would fill gaps. Put something on social media that encourages applicants to stay in touch. Clarify the requirements regarding training e.g. a whole week(s) or a few days here and there which would be easier to arrange childcare around for example. James and Louise to follow up with Karen-Anne. The council have changed key codes and locks to reduce access to the building ahead of work they are carrying out which is positive and gives some hope.</p>	James/Louise
7	Dail Mhor/wellbeing hub	

	<p>Old Primary School. Meeting on the 28th January at 7pm, chaired by Cllr Baxter. To ask the community what they would like to see in the old school. No agenda but positive response regarding community asset transfer from the HC education department so worth pursuing. Posters will be out and about soon, along with increased social media.</p> <p>The village hall comes under the education department as well, and the lease is coming to an end. So this may become part of the discussion to.</p>	
8	<p>Staffing</p> <p>Following a finance meeting in December there were some salary increases proposed, which the board agreed. It was agreed to make these increases effective from the 1st of November 2024. James and Jenni will sort with VAL. Louise will update contracts.</p>	
8	<p>A.O.B</p> <p>Gill offered Tracy a lift to Kilchoan if she needed help.</p> <p>Social Impact Reporting</p> <p>James, Ali, Tracy and Louise met in Acharacle to be clear about what we are trying to achieve and ensure we are collecting the right evidence- so we can keep getting funding.</p> <p>Next meeting 17th January in Acharacle.</p> <p>Elizabeth asked if the tea and chats in Ardgour had been booked till Easter- and if not could they. Louise to follow up with Aukje.</p> <p>Kate Forbes next meeting is the 24th January at 9am online.</p>	
10	<p>Date of next Board meeting – 13th February 7.30pm</p> <p>27th March 9.30am</p> <p>8th May 7.30pm</p> <p>19th June 9.30am</p> <p>31st July 7.30pm</p> <p>11th September 9.30am ** provisional as AGM will be around this time</p> <p>23rd October 7.30pm</p> <p>4th December 9.30am</p>	