

Urram Board Meeting Notes 14th August 2025 7:00pm via Zoom

		Action
1	<p>Welcome and apologies</p> <p>Present: James Hilder, Sarah Kemp, Gill Calver, Elizabeth Carmichael, Jenni Hodgson, Tracy Cameron and Peter Winnington- Ingram.</p> <p>Apologies: Ali Upton, Mhairi Mackinnon, Karen-Anne Wilson, James Campbell, Catriona Hunter.</p> <p>James welcomed Peter, resident of Kinlochmoidart and interested in joining the trustees.</p>	
2	<p>Minutes of the last Meeting</p> <p>Proposed Gill and seconded Sandra</p> <p>Matters arising:</p> <p>Deferred update from Ali regarding Janie Mitchell to next meeting.</p>	
3	<p>Finance</p> <p>Current Bank account at 1631,897.81</p> <p>Still trying to open a deposit account.</p> <p>Funding</p> <p>Funding has been confirmed from Community mental health and wellbeing fund to support a joint project with the craft hub in Strontian.</p> <p>Sandra raised some accessibility issues, and areas to improve to be more ready for a variety of craft activities.</p> <p>Plugged in communities application is in for a 7 seater Berlingo.</p> <p>The board supported a launch of a fundraising campaign at the AGM for a petrol/diesel Berlingo replacement. The garage have suggested our current Berlingo is ready for retirement. This fundraising campaign will raise the local profile of Urram, reminding communities that we are a charity. It is worth being clear why a petrol/diesel car is vital to give resilience across the fleet, especially as we have become known for having EV's, and to keep all our supporters on side. This new car would also be wheel chair accessible.</p>	
4	<p>AGM- invites have all gone out, 20 replies from volunteers and regulars. Food is sorted.</p> <p>James will bring projector.</p> <p>Louise will be there setting up from 5. Evening starts at 6pm</p> <p>Perhaps next year we can invite a speaker.</p> <p>Annual report and presentation are in progress.</p> <p>We will not offer a hybrid meeting this time, but something for the future.</p> <p>Membership: our membership is small, and it would be good to expand, encouraging clients to become members. Team to consider at staff meeting.</p> <p>Sandra raised additional workload and Louise updated exploring a Customer Relationship Management(CRM) system- currently just a consideration and might be too much for us, but equally our clients are increasing and their interactions with us are becoming more complex.</p>	
5	<p>Services update</p> <p>Transport - We have been advised by the Community Transport Association that we should operate under a Section 19 permit. The guidance previously meant that we were exempt, and whilst it is still a grey area the CTA would recommend that we have them. It requires a more robust schedule of maintenance and checks, but otherwise does not carry significant cost*, and may open up further funding opportunities.</p>	Tracy

	PVG – Louise drew to the trustees attention that we have had some issues in getting PVG's in place for a couple of trustees and members of Staff. Louise to ensure appropriate risk mitigation is in place until this is rectified.	
5	<p>Projects</p> <p>SiRD.</p> <p>The power of attorney sessions went well, as did the Acharacle Care Day. Care at home were able to recruit 7 people to their Bank positions and Centred also had an application.</p> <p>Tracy is ready to support the GP's and patients with the move to digital prescription ordering and the GP's have made more referrals recently.</p> <p>Local Care Model</p> <p>Refresh Café is now finished. Sarah noted they would be more beneficial, and have more uptake if support was available.</p> <p>Meal delivery - There has been less uptake from those who we initially thought might use it, but an enquiry from Strontian – so word is spreading. It would be easier to deliver, and more flexible if we had access to a kitchen, and catering person.</p> <p>Moving and handling training is in process with Amy from NHS. This would be offered to PA's and volunteers if they are interested.</p> <p>Community Nurse is very happy to support with one-to-one training in individual homes.</p> <p>Social Work were less busy at the Acharacle Care Day, and are now considering visiting community lunches, tea and chat groups etc, to meet people and share how they can help.</p> <p>Childcare</p> <p>Acharacle nursery is now going to be open for 2-year-olds which is a great success. CALA meeting went very well; they are happy to support us in any way they can and there are currently two options that are under consideration.</p> <ol style="list-style-type: none"> 1) A stay and work play option. A play leader would look after children for 2 hours whilst parents were close by and could do some work. Another organisation could then run another 2-hour session. This would not be subject to the same care inspectorate registration and could offer some help. 2) A closure of Highland council run, statutory service to allow a third party to offer both statutory and non-statutory childcare. i.e. could take younger children and could offer wrap around or holiday cover. We are working with CALA to see if a detailed business plan could be feasible. 	Tracy
6	Dail Mhor House- Current status of service and operational updated (NHSH) Arlene – the new Chief Officer, is very supportive and we have had communication that things are slowly happening.	Louise
7	Staffing Gill and Elizabeth agreed to be part of the interview panel and Louise will invite all four candidates for interview.	
8	A.O.B It is timely to review our constitution and particularly giving consideration to widening our geographical area, to include up to south of the A830 (Glenug, Roshven etc) We have had more requests for support from Glenug and Roshven areas, and been thinking about lunches in Glenug.	

	<p>The board were supportive of this and suggested an EGM at the Christmas Lunch, to vote on the amendment. This is also a good reason to consider our membership, and to seek more members- which could be part of our fundraising/profile raising campaign over the next few months.</p> <p>Louise will sort a date for the Christmas Lunch.</p>	
10	<p>Date of next Board meeting –</p> <p>22nd September -AGM – Strontian Village Hall.</p> <p>23rd October 7.30pm</p> <p>4th December 9.30am</p> <p>15th January 7.30pm</p> <p>26th February 9.30am</p> <p>2nd April 7.30pm</p>	

*Cost of section 19 is £12 per vehicle every 5 years, plus 12 weekly garage checks at £78 each.

Approx. £1000 per year (the annual service will replace a 12 weekly check- so each car would have 3 checks and 1 service per year)