

**Foyers Bay Steering Group Meeting – Notes**

**Date: 23rd January 2025**

**Meeting time: 7pm**

**Meeting location: The Hub, Lower Foyers**



**Present:** Malcolm Stewart (MS) – Chair, Jewels Lang (JL) – SFCT CEO,Caroline Tucker (CT)

Craig Lightbody (CL), Neil Farnham (NF)

**Apologies:** Alfie Taylor, Bob Main, Ken Sinclair, Vaughn Devlin

1. **Welcome –** CT welcomed all to the meeting, and introduced Jewels, Stratherrick & Foyers’ new CEO.

MS updated JL on the project to date, summarising the planning application for a large slipway, and the process taken to get to that stage. Now focus has changed to something lower key, improving the compound and facility for immediate use, and introducing a membership structure to encourage community buy-in.

1. **Actions arising from previous steering group meeting:**

**a) BM and MS to liaise with Contractor on the possibility of using some of the hardcore material in the works within the compound and relocating what is left to a different location – Done.** MT updated that the Contractor has sifted the hardcore into different sizes, and he will use as much of it as possible within the compound.

NF asked if there would be any spare to use to repair the car park at the HB. **Action – CL to ask.**

**b) CT to check lease and planning conditions with regards to creation of causeway - Done**.

* CT shared with the group that the lease permits us to ‘construct a slipway (of up to 5m in width and projecting no more than 30m into Loch Ness)...’
* We have planning consent for the construction of a slipway into Loch Ness. In accordance with the planning consent ‘development must progress in accordance with the plans approved under, and any conditions attached to, this permission’. **Action – CT to contact both SSE and The HC planning dept to outline our plans.**
* MS also outlined the plan to ask the contractors to draw up a plan, scope of works and costing fro this next stage, which can be shared with parties mentioned above and SFCT Board for discussion and approval. **Action – CT to email GS Campbell Contractors with above request with a view to this piece of work taking place in the Autumn.**
* All other actions from previous meeting to be discussed in point 4 of the agenda.

**Approval of minutes -** Notes of previous meeting approved.

**Action – CT to circulate to Board and add to project page on website.**

1. **Update on landscaping works – other actions for Norman while onsite?**
* MS updated that he has been in regular contact with the main contractor with regards to the current works. There will be a large amount of the finer material left after works are completed, and MS has discussed with the contractor that this can be used to help even up the outer compound.
* They have also offered to crush and dispose of the abandoned boats.
* Discussion was had about other tasks - clear debris from high water line and take machine into the water to flatten the ground at the end of the slipway. **Action – MS to ask contractor to take on these tasks.**
* Unfortunately the slipway markers will not be ready while the contractor is here. MS & BM will continue to work on these and install them when ready.
* Discussion had regarding disabled access. If a member of Foyers Bay, access is available within the compound. If not a member, it was proposed that we change access area slightly to incorporate two disabled parking bays adjacent to the main entrance gate, with a widened pedestrian access. **Action – CT to contact a local fencer for cost and availability.**
* MS raised a suggestion of introducing a day rate membership. Discussion had on this and in principle consensus was that it was a positive suggestion, however further work needs to be done to put a process in place; decisions would need to be taken on managing access, an appropriate method of paying for this option, and ensuring that this new level of membership adheres to the same terms and conditions as other membership levels.
* JL pointed out that it was important to make it clear to the community why we are charging for membership.
* MS agreed and pointed out that we have done work on this, and will continue with required publicity to support this. The main point behind the membership is to encourage accountability & ownership and add structure to the facility, and funds brought in will be invested back into the project.
1. **Tasks requiring completion ahead of 2025 season**

CT ran through the tasks highlighted in the previous meeting:

* **Purchase of small 4x4 vehicle to assist with launching boats.** MS suggested that perhaps we gauge use this season and see what need is on the back of this, also with the proposed development of a causeway, this need may be redundant.

CT also pointed out that there is no allocation in the budget for a vehicle this season.

* **Implementation and development of booking system.** In hand, CT working with comms team on this. To update on progress at next meeting.
* **Purchase of throw ropes and life belt** – Malcolm to do this. These will be installed at the end of the bund at the top of the slipway. **Action – Malcolm to purchase and arrange installation.**

JL asked if we needed an emergency claxxon. MS responded probably not, as there may not be anyone to respond to it. As well as life belt and ropes we will also be purchasing fire extinguishers and an oil spill kit, as recommended on the recently completed risk assessment.

* **Installation of cameras and security lighting** – Electrician happy to provide quote for this work, but only once electricity is connected. Matt and CT working on electricity connection – MPAN number required to instruct SSE to connect.
* **Information signage** – CT updated that there was work being done on a new welcome sign and notice board. Sign will provide general information on Foyers Bay along with some general safety advice. Using RSPB sign from Loch Ruthven as template. **Action – CT to draft sign for comment.**
* **Insurance –** CT spoke to Fiona in Finance about the possibility of a group insurance scheme. She advised against this as it is not SFCT’s responsibility to insure an individual’s property. Also staff capacity does not allow for management of such scheme. CT suggested we update the terms to recommend that users have their own insurance (as currently happens with stall holders at events with regards to public liability insurance). Consensus was that this was a sensible option as long as we make all users aware that they use the area at their own risk. **Action – CT to update Terms and conditions accordingly.**
* **Purchase additional signage, and where necessary update Terms and Conditions:**

No fuel to be stored onsite, Use at own risk, SFCT accepts no responsibility for….., don’t block public access to footpath. MS suggested using some of leftover finer material from compound to mark out footpath. **Action – MS to speak to contractor.**

* **Induction required for all new members** – MS happy to do this. CT to draw up induction form for completion and signing by both MS and inductee to keep on file.
* **Purchase benches** – Matt sourcing prices. CL suggested applying to Community Council for a micro-grant to cover the cost of these. **Action – CT to liaise with Community Council re this.**
* **Update on ability to have barbecues in area** – CT stated that the lease from SSE says community barbecues are allowed but only if 14 days notice is given to SSE. No individual barbecues permitted. **Action – ensure signage indicates no fires or barbecues allowed.**

JL asked about bin provision. Consensus is no as these would not get emptied. Add ‘take your litter home’ to signage list.

* **Water connection** – this will not be progressed in time for the beginning of the season, further work will be done to investigate requirements, and ensure any work is in the budget for the next financial year.
* **Letter to SFCT Board re becoming an arms length organisation.** Not progressed at this stage – focus is on getting facility ready for season. Also, to allow new Board and CEO time to adjust.
* NF asked if there is any more landscaping proposed. Would it be possible to purchase some suitable shrubs to plant around the inside of the compound fence as it currently looks quite industrial. Consensus is yes, if cost-effective. **Action – CT to look into wholesale options.**
* CT also noted that at the previous meeting there was a discussion as to who was responsible for the upkeep of the area directly outside the perimeter fence. She was able to update that it was SSE’s responsibility. CL acknowledged this. **Action – CL to advise SSE and arrange management of this.**

**5. AOB**

* JL suggested that we hold an open event to mark the beginning of the new season. Proposed date of event is 5th April 2025.
* NF asked about containers. CT responded that this is still an option that is being looked into.

**Date of next meeting – 20th February.**