

The Highland Council

Minutes of Meeting of the **Educational Trust Fund Sub-Committee** held remotely, via Microsoft Teams, on Monday 8 September 2025 at 10.00 am.

Present:

Mrs M Cockburn

Ms L Dundas

Mr J Finlayson

Mr R Gale (Vice Chair)

Mr D Millar (Chair)

Mr R Stewart

In attendance:

Mr D Martin, Principal Education Officer

Ms M Murray, Principal Committee Officer

Business

1. Apologies for Absence

Apologies for absence were intimated on behalf of Ms M Hutchison, Ms M MacCallum and Mr J McGillivray.

2. Declarations of Interest/Transparency Statements

There were no Declarations of Interest or Transparency Statements.

3. Minutes of Meeting held on 17 March 2025

The Minutes of the Educational Trust Fund Sub-Committee held on 17 March 2025 were **APPROVED**.

4. Exclusion of the Public

The Sub-Committee **RESOLVED** that, under Section 50A(4) of the Local Government (Scotland) Act 1973, the public should be excluded from the meeting for the following items on the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 7A of the Act.

5. Caithness Educational Trust

There had been circulated to Members only Report No ETF/9/25 by the Assistant Chief Executive – People. Application summaries had been circulated separately as Booklet A.

The Sub-Committee:-

- i. **NOTED** the financial position of the trust funds;
- ii. **NOTED** the payment made under delegated authority as set out in section 6 of the report; and
- iii. **AGREED** the recommendations set out in section 7 of the report.

6. Duncraig Educational Trust

There had been circulated to Members only Report No ETF/10/25 by the Assistant Chief Executive – People. Application summaries had been circulated separately as Booklet B.

In introducing the report, the Principal Education Officer drew attention to a number of preferential repeat applications. It was explained that, where an award had been made at the start of a college or university course, the terms of the Trust Scheme allowed for continued awards for the duration of the course. However, it was possible to reduce the preferential awards, if Members were so minded, to increase the amount of funding available for other applications.

Following discussion on the merits or otherwise of the applications, the Sub-Committee:-

- i. **NOTED** the financial position of the trust funds; and
- ii. **AGREED** the recommendations set out in section 6 of the report, with the exception of the undernoted applications which were determined as follows:-

	Application Ref No.	Decision
6.1	ETF/B/192/25	APPROVED an award of £900 (preferential repeat application).
6.2	ETF/B/186/25	APPROVED an award of £700 (preferential repeat application).
6.7	ETF/B/235/25	APPROVED an award of £1000 (low income).
6.11	ETF/B/96/25	APPROVED an award of £900 (preferential repeat application).

7. Inverness-shire Educational Trust

There had been circulated to Members only Report No ETF/11/25 by the Assistant Chief Executive – People. Application summaries had been circulated separately as Booklet C.

In introducing the report, the Principal Education Officer highlighted that there had been no entries from Kingussie High School for the Meta McBain Bursary essay competition on Badenoch genealogy, despite being advertised by the school, and it was therefore recommended that the competition be reopened with a new closing date of 31 January 2026. In response to a question, it was confirmed it had been made clear that a variety of media could be used for the essay.

The Sub-Committee:-

- i. **NOTED** the financial position of the trust funds;
- ii. **AGREED** the recommendations set out in section 6 of the report; and
- iii. **APPROVED** the reopening of the Meta McBain Bursary competition.

8. Inverness Royal Academy Endowment Trust

There had been circulated to Members only Report No ETF/12/25 by the Assistant Chief Executive – People. Application summaries had been circulated separately as Booklet D.

The Sub-Committee:-

- i. **NOTED** the financial position of the trust funds; and
- ii. **AGREED** the recommendations set out in section 6 of the report.

9. Ross and Cromarty Educational Trust

There had been circulated to Members only Report No ETF/13/25 by the Assistant Chief Executive – People. Application summaries had been circulated separately as Booklet E.

In introducing the report, the Principal Education Officer highlighted that the applications in respect of the George Macleod Bursary, set out in sections 6.5 to 6.12 of the report, were far in excess of the available funding of £400. That being the case, no officer recommendation had been made, and Members were invited to consider which application(s) they wished to support with the limited funding available.

Following discussion on the merits or otherwise of the applications, and the amounts to be awarded, the Sub-Committee:-

- i. **NOTED** the financial position of the trust funds; and
- ii. **AGREED** the recommendations set out in sections 6.1 to 6.11 and 6.13 to 6.31 of the report; and
- iii. **AGREED** to determine the applications set out in sections 6.5 to 6.12 of the report as follows:-

	Application Ref No.	Decision
6.5	ETF/B/91/25	APPROVED an award of £200.
6.6	ETF/B/103/25	DECLINED due to limited funds.
6.7	ETF/B/158/26	DECLINED due to limited funds, and on the basis that the applicant had received an award from the Ross Bursary.
6.8	ETF/B/206/25	DECLINED due to limited funds, and on the basis that the applicant had received an award from the Ross Bursary.
6.9	ETF/B/90/25	DECLINED due to limited funds.
6.10	ETF/B/162/25	DECLINED due to limited funds.
6.11	ETF/B/162/25	DECLINED due to limited funds, and on the basis that the applicant had received an award from the Kenneth Memorial Bursary.
6.12	ETF/B/149/25	APPROVED an award of £200.

10. Sutherland Educational Trust

There had been circulated to Members only Report No ETF/14/25 by the Assistant Chief Executive – People. Application summaries had been circulated separately as Booklet F.

In introducing the report, the Principal Education Officer reminded Members of the decision of the Sub-Committee, at its meeting on 16 December 2024, that the McKay and J Mackenzie MM Rogart Bursary would open for two applications then be permanently closed. As only one application had been received, it was recommended that a single payment be made and the bursary then be closed.

The Sub-Committee:-

- i. **NOTED** the financial position of the trust funds;
- ii. **NOTED** the payment made under delegated authority as set out in section 6 of the report; and
- iii. **AGREED** the recommendations set out in sections 7 and 8 of the report.

At this stage, in response to a question, the Principal Education Officer confirmed it was intended to bring a paper to the next meeting informing the Sub-Committee of good news stories in respect of awards from the Trust Funds, and feedback from awardees.

The meeting concluded at 10.30 am.