

BIRSE COMMUNITY TRUST

Minutes of Board Meeting 24th April 2018

Trustees Present: Guy Haslam (Chair), Doug Boyle, Hedge Shand, John Hector, Jonathan Kitching

In Attendance: Jane Winton (Administrator), Eoghan Cameron (Manager), Rick Paul (Secretary to Board)

1. Introduction

1.1 The agenda was confirmed and two further items noted for AOB.

2. Minutes of Previous Board Meetings

2.1 The Minutes of Meeting on 20th March 2018 were approved and signed.

3. Matters Arising

3.1 It was confirmed that the smoke detector and emergency lighting checks for April were completed.

4. Finances

4.1 Management Accounts: The previously circulated income / expenditure for the first quarter was noted.

4.2 Annual Accounts 2017: The 2017 Annual Accounts were signed off. JW to circulate as required. Trustees agreed to review the current accountancy arrangements in the future. EC to contact DTAS to obtain information on fixed assets.

4.3 DTAS Membership: Trustees agreed to renew membership of DTAS this year and review in the future.

4.4 Callendar Trust: It was noted that a donation had been received following recommendation from the Rev Forbes. RP has sent letter of thanks.

5. AGM Arrangements

5.1 Trustees: With DB's impending retirement from the Board, the requirement for new Trustees was discussed. GH outline that he had met with Pam Taylor, Nancy Davidson and Toby Rider who were all planning to submit applications to become Trustees in 2018. It was also agreed that the Trustees would review the individual areas of responsibility at the next Trustee meeting, when new Trustees had joined the Board.

5.2 AGM Presentation: Trustees agreed GH's AGM presentation. RP to advise Mette Cormack that BCT will need the hall projector.

5.3 Display: Unfortunately, the wetlands display is not available for the AGM.

5.4 AGM Drinks/Food: JK to supply finger food. RP to cater for 60 attendees.

5.5 AGM Mailing: RP confirmed that the AGM mailing was complete.

6. Administration

6.1 SRFS: RP confirmed that the helicopter forms have been signed and that BCT has insurance in place to cover their use. EC to review and produce summary of BCT's fire plans for discussion at the Estates' meeting in June.

- 6.2 BTCo: DB advised the Board that a second Balfour thinning would take place in 2018, with a major Slewdrum clearfell in either 2020 or 2021.
- 6.3 Contractors' Invoices. EC to sign off all contractors invoices from now on. EC, as BCT's manager, is responsible for all sites, but each Trustee will be assigned an area of responsibility.

7. Properties

- 7.1 Signage: The Tesco Mills sign is at the feedback stage. EC to liaise with Davie Hector. GH to discuss with MAP the possibility of partial funding for Balfour/Slewdrum signs. The signs in the Commonty will be discussed at the Estates' meeting in June.
- 7.2 Commonty Pinewoods: DB and EC to set up a meeting with RTS in order to confirm the forward plan for the woods in the Commonty. BCT's remaining financial commitments stands currently at £61k. 150 hazel saplings were planted in April by DB and EC with Robin Callander volunteering.
- 7.3 Birse Kirk Roof and Belfry: GH to meet with Andrew Nicol.
- 7.4 Chainsaw Training: DB will continue to look for personnel who can to help out with woods etc. JH to consider other aspects of succession planning.
- 7.5 Soutar's Shop. Aiden Bell is taking Helen Jackson round the Soutar's Shop on 4th May.

8. Other Projects

- 8.1 Archive: EC and Sian Loftus are due to attend the Natural Heritage Conference in Edinburgh on 26th April. Sian Loftus is on target to meet the 14th May deadline for a bid to the Architectural Heritage Fund.

9. Any Other Business

- 9.1 Deer Management Group: The group is due to meet on 25th April. Running costs to be discussed.
- 9.2 Planning Applications: On behalf of BCT, EC to put in objections to both the Finzean Caravan Park and the Coulnacraig Access Road on aesthetic grounds.
- 9.3 Hen Harrier: There has been a report of a nest on Feughside. GH to arrange for EC to made aware in future.
- 9.4 Antiques Roadshow: The programme is visiting Crathes on July 1st. EC to ask Sian Loftus if BCT holds anything which may be worthy of taking.

10. Trustee Meetings and Visits

- 10.1 Board Meetings: The next meeting was scheduled for Monday 18th June in the Archive Room at 7:15 p.m.



Signed.....

25th June 2018

Date.....