

BIRSE COMMUNITY TRUST

Minutes of Board Meeting 7th August 2018

Trustees Present: Guy Haslam (Chair), Hedge Shand, John Hector, Alison Bell, Nancy Davidson, Pam Taylor, Toby Rider.

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

Apologies: Jonathan Kitching

1. Introduction

1.1 The agenda was confirmed and one further item noted for AOB.

1.2 GH asked SL to advise the Trustees on her progress with 3 potential projects which she had been looking into:-

- The Old School Complex. SL has secured grants from MAP and AHF to investigate potential future uses for the Old School, the Soup Kitchen and associated land. The next phase will be for SL to write a project plan and a brief for the tender of the Architect for review by the project steering group. SL explained that there may be advantages in getting the site listed to secure more future funding – this option would be included in the study
- History and Heritage. SL explained that the building of the school was originally funded by money from the slave trade, and she plans to apply for funding to the HLF to support a project which would work with the community and school to investigate this further.
- The Turning and Saw Mills SL advised Trustees that HLF Resilience funding could be available to look at future options for the Mills complex, involving the Duncans who own the Turning Mills and other buildings on the site. This had been discussed at a site meeting on 6th Aug. SL will make a bid by the end of August.

GH thanked SL who then left the meeting.

The Board agreed to appoint SL as Manager of these projects. PT, AB and JH all stated that they were keen to be involved in the steering group of the Old School Project and ND stated that she would like to be involved in the School's project.

2. Minutes of Previous Board Meetings

2.1 The Minutes of Meeting on 25th June 2018 were approved and signed.

3. Matters Arising

3.1 The smoke detector and emergency lighting checks for July were completed.

4. Finances

4.1 Management Accounts: GH took Trustees through the figures in the previously circulated report detailing the half year income and expenditure, plus full year estimates.

4.2 IT: Trustees approved the purchase of a new laptop and accountancy package. JW to advise.

5. Properties and Projects

- 5.1. Old School AHF Bid: See item 1.2
- 5.2. Commonly:
 - 5.2.1. EC to draft a revised Fire Plan document.
 - 5.2.2. The Home Office technical team have now proposed that the emergency mast will be on Birse Estate land. EC to monitor.
 - 5.2.3. Discussions with RTS continue.
- 5.3. Finzean Mills: The middle section of the weir was in the process of being completed. The new sign is finished and will be put up after the weir is finished.
- 5.4. Photos: Trustees were reminded of the need for photos for the Annual Report.

6. Administration

- 6.1. Roles and Responsibilities: Trustees discussed the Roles and Responsibilities document. GH to update and distribute.
- 6.2. Strategic Plan: Trustees approved the amended plan with 2 small amendments. GH to update and then send to CC's, CA's and the Estates, after which it should be uploaded to the website.
- 6.3. Forests' Insurance: Trustees agreed that the Trust should have storm damage cover as well as fire. GH and EC were planning to meet with Ken Taylor to get advice before contacting Lycetts.
- 6.4. Youth Rep: It was agreed that it would be advantageous for BCT to have a Youth Rep if a suitable one can be found.
- 6.5. Bushcraft Event: EC reported that this had been successful, and Trustees approved further events.

7. Meetings and Visits

- 7.1. Site Visits: Trustees noted that there had been Trustee site visits on July 1st and 4th.
- 7.2. Estates Meeting: GH to distribute minutes from Aug 2nd (completed). The next meeting will be in February '19.
- 7.3. ETBK/BACA Annual Meeting: GH, JK, ND to attend on Sept 4th.
- 7.4. DTAS: GH and EC will present to DTAS on Sept 2nd using the newly purchased projector. GH and possibly AB will attend the DTAS annual conference at Ardoe House on Sept 3rd.
- 7.5. Board Meetings: Tuesday 7th August, Tuesday 18th September, Tuesday 23rd October (changed from the 16th), Tuesday 20th November 2018, all 7:15 p.m., Archive Building.

8. Any Other Business

- 8.1. Mountain Biking: GH advised Trustees that the Tarland Mountain Biking Group wish to hold an event in Balfour in 2019, which Trustees approved. GH to email BTCo directors.
- 8.2. Broadband: JW advised Trustees that Rural Payments Association grants are available to make alternative arrangements for broadband. GH to email Sarah Harker to offer BCT's help if required.

Signed.....

18th September 2018
Date.....