

## MOUNT BLAIR COMMUNITY DEVELOPMENT TRUST

### BOARD MEETING

Date 25<sup>th</sup> Jan 19.00  
Venue Strathardle Inn  
Present Liz Mallinson (Chairman) **LM**, Darrel Townsend **DT**, David Stewart **DS**, Miles Goodman **MG**, Janet Hunter **JH**, Roger Clare **RC**, John Manning **JM**, Kate Hunter **KH**  
Apologies Ian Hamilton, Caroline Shiers, Colin Murdoch

**LM** Welcomed us to the meeting, re introducing us to **DT** who is joining as a director and is taking over the role as Treasurer

**Approval of Minutes of Last Meeting (LM)** Accepted by all present

#### **Matters arising (LM)**

- Invoice has been paid to Community Web Site by DS & RC
- Funds are available from the “Bags of Help” scheme. Awards up to £5000, directly related related to Green Space schemes, may be applied for. There is some paperwork completion necessary in order to be nominated. Voting then is carried out by the shopping community in Tesco.  
**LM** to circulate information, **DT** said that it is usually awarded to urban sites.
- Following Phil Smith’s resignation as Chair there is no obvious replacement at the moment. **LM** offered to hold the fort as “Acting Chair” for the foreseeable future provided effective administrative and communications support was put in place to replace some of the **activities** of Sue Smith who had resigned in November. The Trust agreed to proceed with an advert for a self employed administrator/secretary by placing an advert on the News Group, Facebook, Post Office, Kindrogan and supermarket notice boards and the Blairgowrie advertiser. There are wage funds available for 10 months. It was agreed that work should continue to secure “Leader” or other funding to allow this post to develop into a full time Development Officer recognising the size and scale of projects which are currently in development. **LM & DT to action**
- Sue Smith will finalise a hard copy folder of key Trust documentation by the end of the month
- Future meeting dates; Monthly meetings will be approx. on 3<sup>rd</sup> Wednesday of the month with no meeting July and December. A full list is at bottom on minutes. They will held at the Strathardle Inn at 19.00.
- Sue Smith sent an email providing all Directors with access to Drop Box. Drop Box will be the central store for all key documentation so that all Directors can access any materials at any time now and future regardless of those in post. Directors agreed they will familiarise

themselves with system and lodge all key documents and key communications they are involved in on the system going forward.

### Treasurer's Update DS

- £15,600 with £1,746 unrestricted funds are in the bank. **DS** will complete the end of year annual accounts process which **DT** agreed to shadow and both agreed to have handover completed by 28<sup>th</sup> Feb.

### Risk register LM

- Archive project **JM**. Ian Hamilton has contacted Katherine Wyman and has an in principle agreement for an extension to the original project completion date. A rationale and new target date for closure needs to be supplied. The Board agreed that subject to Ian advice that remaining work can be completed in time that end of August should be set as the new project completion date. **JM** has secured consent for erection of an information panel outside Kirkmichael village shop at cost of approx £650 with installation costs of approx £150. Nothing further on volunteers and their training, this is a key remaining activity for project completion. **JM to action with Ian Hamilton.**
- **RC** questioned the governance of awarded funds for path maintenance. He thinks that Perth Countryside Trust seem to be handling funds awarded to us through the Lascell's Trust. **JH to action** by asking Lucy Holt from the Trust who the funds have been paid to and to terms attached to it and subsequently to liaise with **RC** re reaching agreement with PCT on ensuring the Trust's risks/liabilities are covered.
- **LM** brought up the administration of the website and the risk that at present the Trust cannot control or instruct the website administrators and manage associated billing as the account is held in the name of Mr David Atiyah, not the Trust itself. **MG** will speak to Sue Smith and David Atiyah (web coordinator) about gaining control of the website and associated costs and deciding on the appropriate action required in relation to the Trust's risk on it operation. **MG** volunteered to administer our Facebook page. **DS** mentioned that there had been few if any updates to the website over some time. OSCA has requested more transparency of the trust through the website, and mentioned that we are paying two website fee in the order of £500 a year. **MG to action.**

### Decisions MG

- Film nights were not proving successful as community events or as a fundraiser for the Trust. Agreement that our involvement in them should cease noting that these are run jointly with the PTA who are the main grant recipient. . **Action MG** to contact Sue Smith to seek her advice on how funds would need to be repaid and to inform PTA of Trust Decision and arrange repayment as required.

- The Trust Insurance is due for renewal by the 28<sup>th</sup> Feb current cover is on archive equipment and public liability. Decision made that no further cover is required for the archive equipment public liability must remain. **Action** DT to review current premium and nature of cover and to “shop around” for appropriate cover at most competitive cost.. **DT and LM** to agree final solution and to put in place before 28<sup>th</sup> Feb.

## Project Updates

- **Spittal hotel site DS** Completed Stage 1 application to Scottish Land Fund for a grant of £6000 to pay for surveys of site, co-ordinated by a surveyor. Application decision expected by March. Stage 2 application for funding to purchase the site will require support, possibly from a Consultant. DS to prepare project update **and** write to Steering Group members and other potentially interested parties to identify level of support going forward, together with possible financial help towards costs of Consultant.
- **CBOPS KH** all fine with scheme, looking into a wood scheme to complement this activity.
- **Cateran Trail Partnership project JM.** Presented a paper on a possible Dirnanean Designed Landscape project, noting that he had received advice from Chris Dingwall a Scottish Gardens expert that it may warrant notification as a designed landscape of national importance. The Board noted a number of potential public/private issues however agreed to register the proposal as a possible Trust project for inclusion under the Landscape Partnership umbrella once more was known on its construct and funding. **Action JH**
- **Telephone libraries at Blacklunans and Enochdu LM.** The Enochdu Box has been painted by the adjacent house owner. He has written to the Community Council asking that it is not relocated. This had been suggested because of possible concerns that there was limited room for cars to stop at the box. The boxes are owned by MBCC but it is unclear if it is on the house owner’s land. The Trust agreed that as cars would have stopped to use the telephone box when in operation it would not pursue relocation. **Action LM** to inform MBCC of decision. Ian Patrick has provided a quote for completion of the original works. **Action KH** to contact and agree with IP the work now required, costings and terms for payment and to provide a vision of finished box before going ahead. Payment will be on completion of the works which will be required by May 2017 to meet grant funding obligations.
- **Community Broadband.** LM updated the Board on her attendance at the MBCC meeting on 12<sup>th</sup> December and her view that it was important that the Trust supported the Council given the impact that Broadband could have on life and economy in the Glens. The Board agreed. LM meeting with MBCC on 27<sup>th</sup> Jan and will communicate the Trust’s support and the opportunity to include the project as an area of focus in the funding application for the Development Officer. The Board agreed it was happy for LM to take the lead in this project area.

- **Snow Road LM** Phil Smith has indicated that he would like to stay involved in this project but that it would better sit under the GSTA portfolio. The Board agreed and LM would formalise with the GSTA
- **Ratray Heat Project JM** They have requested our support as a partner body. Board agreed in principle to support. **Action JM** to contact them to define in detail the support they expect.
- **Lascell's grant for Administrator DS** we were awarded £1700 from the Lascell Trust provided we achieved all the other awards applied for. We failed on one of £5000 DS asked could we approach the Lascell's trust to see if we could still keep the £1700 **JH to action**
- **Training for Path maintenance volunteers RC** tried once but failed to happen will reschedule in next couple of months
- **Companies House Update RC** Records need updated in next week and company address changed to Roger's address. **RC to action**
- **Cheque signatories DS DT, RC, LM** are going to be new signatories, **DS and DT to action**
- **LM** asked the board to consider if we need additional directors or co-opted Directors. IH had completed current skills audit. Agenda item for the next meeting.
- **DT** raised the perception of the profile in the area of MBCDT all agreed more proactive communication of positive activities was needed. **LM** suggested key agenda item for next meeting.

**Meeting finished at 21.00**

**Meeting timetable (subject to change at reasonable notice) Bookings at the Srathardle are in place.**

- **22nd Feb**
- **22<sup>nd</sup> March**
- **26<sup>th</sup> April**
- **24<sup>th</sup> May**
- **21<sup>st</sup> June**
- **23<sup>rd</sup> August**
- **27<sup>th</sup> September**
- **25<sup>th</sup> Oct**
- **29<sup>th</sup> November**

**AGM to be confirmed**