

**Birse Community Trust**  
**Minute of Board Meeting**  
**15<sup>th</sup> November 2016**

Trustees Present: Jean McLeod (Chair), Doug Boyle, Guy Haslam, John Hector and Jonathan Kitching  
Also Present: Robert Dinnie (Patron), Rick Paul (Secretary to Board), Jane Winton (Administrator),  
Apologies: Robin Callander (Adviser)

**1. Introduction**

1.1 The Agenda was confirmed and apologies were noted from RC. There were three items noted for AOB.

**2. Minutes of Previous Board Meetings**

2.1 The Minutes v2 of the Meeting on 18<sup>th</sup> October 2016 were approved and signed.

**3. Matters Arising**

6.5 Slewdrum: It was noted that a Notice was served on BCo over the potential mast site.

7.3 Deer Management: The previously circulated Record of BP DMG meeting on 27<sup>th</sup> Oct was noted.

**4. Administration**

4.1 Trustees: It was agreed that DB will progress with regards possible new Trustees and that it should be mentioned in presentation at both Strategic Consultation Evenings.

4.2 BCo Directors: The Trustees endorsed the appointment of JW as a Director of BCo.

4.3 BCT / BCo: The previously circulated Roles & Responsibilities paper was reviewed and approved.

4.4 BCT Management: The previously circulated spreadsheet on roles and responsibilities was discussed and endorsed.

4.5 Membership: It was noted that BCT has achieved its signed up members target of 70% and household target of 80% within 18 months.

4.6 Strategic Plan: It was agreed there would be 3 Trustees at each Open Evening and that comment slips would be provided. GH gave a quick run through of presentation which was approved by Trustees.

4.7 Birse Parish Liaison Group: It was noted that this meeting took place on 8<sup>th</sup> November.

4.8 Facebook: DB reported what the facebook page would look like and contain and the Trustees endorsed it. It was agreed that JW would manage the page.

**5. Finance**

5.1 Budget 2017: GH produced a new layout draft budget which was explained to Trustees.

5.2 Endowment Fund: It was noted that the funds held with Bank of Scotland have been carried forward for another year at a 1% interest rate.

**6. Properties**

6.1 Corsedardar: It was reported that the Remembrance Sunday event on 13<sup>th</sup> November had gone well but attendance was disappointing at just 35.

6.2 Sawmill: It was noted that GH, DH and RC are due to meet to discuss position and that due to the high water level repairs to the weir may be delayed. It was also noted that the land acquisition should take place by the end of the month.

6.3 Old School: It was agreed that GH would approach a local estate employee regarding repairs to both buildings.

**7. Other Projects**

7.1 Archive: JW to provide an outline of a project which we can apply for funding and then further discuss opening archive to public a few times during the summer months.

7.2 Raptors: The previously circulated NESRSG summary for 2016 was noted and shall be acknowledged.

7.3 Ord Housing: The Trustees agreed that there would be a budget of £500 to allow an application for Seed Funding to the Scottish Rural Development Fund and DB will approach Eoghan Cameron.

**8. Any Other Business**

8.1 Data Protection: It was noted that following advice from the Company Secretary, data on past Trustees cannot be removed from circulation online.

8.2 Estates: It was agreed to confirm that the Draft Strategic plan had been sent to the Estates as the meeting with them planned for November had been cancelled.

**9. Board Meetings**

9.1 Board Meetings: It was confirmed the final meeting for 2016 will be on Tuesday 6th December at 7.15pm in Archive Building.



6th December 2016

Signed.....

Date.....