

# Birse Community Trust

## Minutes of Board Meeting 6<sup>th</sup> December 2016

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

### 1. Introduction

1.1 The Agenda was confirmed and one apology noted. The two items for AOB were noted.

### 2. Minutes of Previous Board Meetings

2.1 The Minutes of Meeting on 15<sup>th</sup> November 2016 were approved and signed.

### 3. Matters Arising

3.1 BPLG: The previously circulated draft record of the BPLG meeting on 8<sup>th</sup> November was discussed. It was agreed to amend the second sentence of item 6.1 by adding 'and Site Manager' immediately after 'Table of Trustee', and by deleting the rest of the sentence after 'responsibilities'.

### 4. Finances

4.1 Management Accounts: RP reported the totals received from JW for BCT's income and expenditure for the year to date. It was noted that it was not clear why the totals indicated a significantly larger net deficit than anticipated.

4.2 Budget 2017: GH outlined his proposed new format for BCT's budget and in going through the figures, raised his concern about BCT's potential financial position by the end of 2017. A number of points were raised about figures in the draft budget and there was discussion of the relative merits of the new format and BCT's existing format. It was agreed this will be discussed further in the new year. It was also noted that JW's production of BCT's Annual Plan for 2017 should help to refine the budget.

### 5. Administration

5.1 Membership: RC outlined the positive points for BCT from asking hundreds of local residents if they would like to sign up as a BCT member, as part of reaching BCT's membership targets. It was confirmed that a short report on these points will be circulated.

5.2 Strategic Plan 2016-2020: The points from the open meetings in GH's previously circulated email were discussed. It was agreed to adopt the draft Plan subject adding reference to Finzean Estate in para 3.2.16, changing the year for reaching BCT's membership target to 2016 in 2.3.3 and modifying the Introduction to record the adoption of the Plan. Amongst the other 8 points raised, it was noted that the Old School, Archive and Mills would be discussed elsewhere on the Agenda, that the appointment of contractors had already been discussed and that Birse Kirk is a matter for ETBK in the first instance. It was agreed that a visitor centre would not be discussed further, that increasing involvement will be discussed at a future meeting and that deer management will also be discussed further before potentially arranging a meeting with Paul Tanner.

5.3 Trustees: It was reported that there has been no progress in recruiting new Trustees.

5.4 Year end/Year start arrangements: It was confirmed that RP, JW and RC should follow the existing pattern of arrangements for the end of BCT's year and start of the next one.

5.5 Facebook: DB confirmed that the Facebook page was operational and urged Trustees to pass any relevant photographs to JW for inclusion.

**6. Properties**

- 6.1 Sawmill: It was confirmed that the land acquisition was complete and that the MAP grant will be claimed when all invoices are received. GH reported on his discussions with Davie Hector and RC, including BCT's potential liability to pay SEPA water extraction fees. It was agreed that the priority is to develop BCT's plan for restoring the weir and other work in 2017, with the development of BCT's long term strategy for the mills to follow that. It was noted that the mills and visits to them could be considered further as part of BCT's AGM in 2017.
- 6.2 Old School: It was agreed that there is a need to get a clear picture of the position with the water tank and any other issues in the roof space. It was agreed that RP will contact Davie Hector to ask if he would be prepared to provide an initial report. It was confirmed that an approach about the other pointing and harling work is still to be followed up.
- 6.3 Slewdrum: The previously circulated plans for the proposed phone mast were noted. RC reported that, while negotiations over the proposed terms will be continuing, he expects to give BCT's consent for EE to submit a planning application for the site soon.
- 6.4 Commonty: RC reported that, while the grant claim for the pine planting in November has been submitted, payment is likely to be in 2017. It was noted that the natural regeneration application is due to be submitted soon, with payment unlikely before 2018. RC noted that his meeting with Stuart Young (Birse Estate) was postponed from 2<sup>nd</sup> to 9<sup>th</sup> December.
- 6.5 Community Woods: JM reported that Finzean Community Council had heard that the proposed clearing of the ditch north of the public road will not be going ahead.

**7. Any Other Business**

- 7.1 Ord Housing: DB reported that he had approached Eoghan Cameron, who had then met with RC. It was noted that RC is due to have another meeting with EC before Xmas, with a view to EC starting work on the project in the new year.
- 7.2 Archive: It was agreed that the immediate priority is for the Archive to be managed, so that the conservation of the contents of the collection is checked and the cataloguing of items resumed. It was agreed that RC will discuss this with JW, before JW approaches Sian Loftus to see if she might be willing to help. It was noted that BCT currently has £1,200 or more of restricted funding allocated to the Archive and Soutar's Shop. It was agreed that a potential aim could be to catch up on registering and cataloguing existing items into the collection by the summer, and to hold an exhibition then using both buildings. It was noted that the Archive has great potential for involving people and for funding applications, if it is operating again. It was agreed that JW should respond positively to Alison Bell about her proposal, while noting that BCT wants to have an Archive project manager in place first.

**8. Board Meetings**

- 8.1 Board Meetings: It was agreed that the Board Meetings in 2017 will be on the third Tuesday of the month at 7.15 pm in the Archive. The first three meetings will be on:

January 24 <sup>th</sup>	February 21 <sup>st</sup>	March 21 <sup>st</sup>
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24.01.2017

Signed.....

Date.....

