BIRSE COMMUNITY TRUST

Minutes of Board Meeting
26th May 2015

Trustees Present: Jean McLeod (Chair), Doug Boyle, Jonathan Kitching, John Hector, Anita Stutter, Mark White.

Apologies: Robert Dinnie (Patron)

In Attendance: Jane Winton (Book-keeper), Robin Callander (Adviser), Rick Paul (Secretary to Board)

1. Introduction

1.1 It was agreed to re-elect Jean McLeod as Chair of the Trustees. JM welcomed new Trustee Mark White. It was agreed to co-opt John Hector as a Trustee. It was noted that this meant that BCT has six Trustees for the first time.

1.2 The Agenda was confirmed. There was one apology and one item noted for Any Other Business.

2. Minutes of Previous Board Meetings

2.1 The Minutes of Meeting on 21st April 2015 were approved and signed.

3. Matters Arising

3.1 Finzean Old School: It was noted that the fire safety check for May had been done.

3 (4.1) Endowment Fund: It was noted that when the new Trustee details have been added, then the account should be in operation.

4. AGM 12th May 2015

4.1 Minutes: The previously circulated Draft Minutes of AGM were approved and it was agreed to be put them on the website as Draft Minutes. Matters arising from the discussions at the AGM were considered. It was agreed that BCT will continue to fly the saltire at Finzean Old School.

4.2 Attendance: The previously circulated Attendance Records tables were discussed.

4.3 Review: A number of points were noted about the arrangements at the AGM and it was agreed that a list of points to remember for next year's AGM will be drawn up. It was agreed that Tuesday 10th May is the provisional date for the 2016 AGM.

5. Administration

5.1 New Trustee: It was noted that MW has received the new Trustee's documents pack and links to various items on BCT's website.

5.2 Membership: It was agreed that an explanation of the change to BCT's membership arrangements should be attached to the application form. It was agreed that JW will check that applicants are on Electoral Register, enter successful applicants in the new Register of members and send a standardised email with BCT's logo to each successful applicant, confirming that they have become an Ordinary Member.

5.3 Policies: BCT's Codes of Conduct; Equal Opportunity Policy and Health & Safety Policy were each reviewed and approved.

5.4 Insurance: It was agreed to endorse the previously circulated Insurance Statement, pending a review of BCT's insurance policies by MW.

5.5 Strategic Plan: RC outlined some of BCT's main achievements during the five years of the current Strategic Plan, by way of context to starting to considering BCT's next Strategic Plan for 2016-20. It was agreed to discuss plans for developing the 2016-20 Plan further at next Board meeting.

6. Properties

6.1 Forest of Birse Commonty: It was agreed that BCT's CPMG will now be called the Commonty Advisory Group (CAG). The current position with raptors in the Commonty was noted. It was also noted that RC is due to meet Stuart Young (Birse Estate) on 17th June.

6.2 Slewdrum: It was noted that the SLF grant has been approved and will be made public on 12th June. RC explained SNH's plans to remove the croys from the Commonty Fishings as part of its 'Pearls in Peril' project. It was noted that there is the possibility that this could result in increased bank erosion and a consequent reduction in the land held by BCT rather than the Commonty Fishings. It was agreed that RC should ensure that BCT's interests are represented in agreements between SNH and the Commonty Fishings proprietors.

6.3 Balfour Forest: BCT's existing policy on foxes was discussed and confirmed.

7. Projects

7.1 Members Site Visits: It was noted that recent site visits to the Soutar's Shop and Mills went well. but that visits to the forests are harder to promote. It was agreed to consider inviting each of the committees of the parish's Community Associations and Community Councils on a visit to one or more of BCT's sites in their respective areas.

8. Any Other Business

8.1 FCA and BCA 40th Anniversaries: It was noted that both Associations are to hold events in June to mark their anniversaries. It was agreed that a message of goodwill to be approved by JM, will be sent on behalf of BCT's Trustees to each Association.

9. Board Meetings and Visits

9.1 Next Meeting: The next meeting is in the Birse Luncheon Hut in the Forest of Birse Commonty on 14th June. It was noted that, while details will be circulated in advance, the plan is to rendezvous at the Forest of Birse Kirk at 2.30 or 3 pm and walk up from there.

9.2 Future Meetings: It was agreed that Tuesday evenings seem to suit most Trustees for Board Meetings and that RP will propose dates for Tuesday meetings during the rest of 2015.

9.3 Trustees' Site Visits: It was confirmed that Trustees annual visits to BCT's site will be arranged during the coming months.

9.4 Balfour and Slewdrum Forests: It was noted that BTCo carries out a monitoring visit to each Forest every second month. It was agreed that Trustees would be willing to cover the months when there is currently no visit. It was agreed that JK and MW will cover Balfour, that JM, JH and AS will cover Slewdrum, and that details of the proposed arrangements will be circulated in due course.

Signed..... Date.....