

BIRSE COMMUNITY TRUST

Minutes of Board Meeting

23rd July 2012

Trustees Present: Gary Grant (Chairman), Jean McLeod, Moira Laing, Paul Tanner;

Apologies: Charles Insch, Robert Dinnie (Patron);

In Attendance: Rick Paul (Secretary to Board), Robin Callander (Adviser)

1. Introduction

Apologies were noted from Charles Insch and Robert Dinnie. Two items were noted for AOB.

2. Minutes of Last Board Meeting

The Minutes of Meeting on 11th June were approved and signed.

3. Matters Arising (*numbering as List of Points from Meeting of 11th June*)

1. AGM 2012: It was agreed to carry forward the decision of when the Chairman might write further to Doug Gray, if no reply has still been received from DG. It was noted that the full Attendance Records had been updated and a list of points produced for next year's AGM. It was agreed that GG will contact Davie Hector about a possible photo from the AGM.
8. Forest Leases: It was noted new leases for Balfour and Slewdrum were signed 30th June;
9. Community Woods and Path: It was noted that PT and RC are due to progress proposals;
10. Parish Archive: It was noted that RP and RC are due to arrange the planned meeting;
- 2-7 Other Topics: The other actions on the 11th June list still to be progressed were noted;
 - Finzean Old School: It was noted that fire safety checks for June and July were carried out.

4. Administration

- 4.1 Policy Papers: It was agreed to discuss the incorporation of J&H Mitchell's advice in the papers at the August Board Meeting, when PT will have considered RP's draft;
- 4.2 Strategic Plan 2011-13: It was agreed to discuss the Plan and associated Schedule of Lands and Buildings at the August Board Meeting as part of a Mid Term Review of the Plan. It was agreed that the action points being agreed by the Board on various topics during its meetings and visits, should be developed into a Plan for the rest of 2012.
- 4.3 Communication Strategy: It was agreed to discuss a strategy at the September Board Meeting, with RC to produce an initial paper for discussion. It was agreed that RC and RP will produce a list of the updates needed to BCT's website pages. It was confirmed by way of the website protocol, that changes are made to the site with the Chairman's approval and by RP employing Simon Robson to implement the changes.

5. Finances

- 5.1 Bank Accounts: Further forms were signed as part of finalising the cheque signatories;
- 5.2 Management Accounts: The two page half year management accounts were discussed. It was noted that, while income had just exceeded expenditure to 30th June, very limited income is anticipated in the second half of the year. It was also noted that, while administration costs are lower in the second half, BCT currently has relatively limited un-committed funds to cover those costs and costs arising from other activities.
- 5.3 Future Funding: It was agreed that the Board needs to focus attention on improving each of BCT's main sources of income (grants, donations, sales). It was agreed to consider further four grant schemes (Marr Area, Aberdeenshire Leader, Big Lottery Fund, Scottish Land Fund) and to note others that might be relevant from the e-bulletins that BCT receives, such as those from the Marr Area Partnership and Development Trust Association Scotland. It was also agreed to consider the other two sources further. It was agreed that RC would provide information to PT, so PT can approach Finzean Farm Shop about stocking BCT's two main titles again.

6. Properties and Other Projects

- 6.1 WANE Legislation: The Briefing previously circulated was discussed and it was noted that BTCo has put in place specific arrangements with their deer controllers. It was noted that Ballogie Estate carry out the deer control in the Commonty pinewoods under their own sporting rights.
- 6.2 Finzean Old School: The Trustees' site visit on 30th June was noted and the previously circulated list of action points arising from the visit was agreed.
- 6.3 Old Schools Proposals: It was noted that Trustees had discussed the proposals at their meeting on 30th June. It was also noted that RC's view of the likelihood of the proposals going ahead, had been significantly reduced by his meeting with the Director of Education earlier in the day.
- 6.4 Finzean Mills: It was confirmed that GG and RP will progress arranging the visit to Bucket Mill and discussion of Mills Project with Sian Loftus. It was agreed that RP will progress cutting timber at Sawmill, once RC supplies details of what should be cut.
- 6.5 Forest of Birse Commonty: The Trustees' site visit to the Commonty on 21st July was noted and the previously circulated list of action points arising from the visit was agreed.
- 6.6 Forest Management: It was noted that discussions with RTS pending Irvine Ross's retirement as BCT's forestry agent, are on-going with RC due to meet RTS's newly appointed forest manager based in Aboyne.
- 6.7 Deer Management: It was noted that RC gave a briefing to Trustees and BTCo Directors on 4th July about the current discussions to improve deer control in the parish.
- 6.8 Site Visits: The existing dates for visits were confirmed. It was agreed that RP will try to fix a date for a visit to the Soutar's Shop, with Ann Fletcher there to explain the site. It was agreed that RP will obtain details from AF of the number of visits she has guided to the Shop since she started this year, the number of people involved and amount taken in donations. RP confirmed that no work appeared required to the outside of the building.

7. Any Other Business

- 7.1 Number of Trustees: The letter from Charles Insch about his continuing health problems was discussed. It was agreed that GG and RC will discuss this further and then discuss CI's position with him. It was also agreed therefore to focus greater attention on identifying for the next Board Meeting, potential candidates for co-option from Ballogie and Birse.
- 7.2 Community Woods and Path: It was noted that the Council had at last erected 'pedestrian' warning signs on the road through Drumhead. It was agreed that RP will remove two more of the 'cyclists dismount' signs. It was noted that there is an issue over dog fouling along the Path, particularly the sections near the Farm Shop. It was agreed that PT and RC will consider how to tackle this as part of the planned discussions about the Woods and Path.

8. Trustees Meetings

- 8.1 Board Meetings: It was agreed that RP will try to fix a new date for the August meeting and that the other dates to the end of the year were confirmed provisionally.
- 8.2 Other Meetings: It was noted that GG and RP attended BTCo's AGM on 18th June and that GG and ML will represent BCT at the meeting with ETBK and BACA on 16th August. It was agreed that RP will try to arrange dates for 3 Trustee induction / training sessions.

Signed.....

Date.....