

# BIRSE COMMUNITY TRUST

## Minutes of Board Meeting 26th June 2014

Trustees: Jean McLeod (Chair), Doug Boyle, Anita Van der Wal.

Apologies: Jonathan Kitching, Robert Dinnie (Patron),

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

### 1. Introduction

1.1 There were two apologies and four items were noted for A.O.B.

### 2. Minutes of Previous Board Meeting

2.1 The Minutes of the Meeting on 29th May 2014 were approved and signed.

### 3. Matters Arising

3.1 Finzean Old School: It was confirmed that fire safety checks for June were carried out.

3.2 Actions List: It was noted that an updated list of outstanding actions from Board Meetings had been produced, and that the list will be circulated to Trustees quarterly.

### 4. AGM 2014

4.1 Minutes: The previously circulated draft AGM Minutes were approved by Trustees, as the Draft Minutes to be proposed for approval at the 2015 AGM.

4.2 Attendance: The updated Attendance Records and analysis of this year's record low attendance were reviewed. It was agreed that the level of attendance is very important to BCT and ways of improving the attendance next year were discussed, including holding the AGM earlier.

4.3 Review: It was agreed that, apart from the low attendance, the AGM went well. It was agreed that the Briefing Notes for Trustees were useful and should be repeated next year. It was agreed that the date of the 2015 AGM should be 29<sup>th</sup> April.

4.4 Memorandum and Articles: It was noted that the Memorandum and Articles have been amended following the AGM and that the new version will be posted on the website.

### 5. Administration

5.1 Standing Orders: The previously circulated Standing Orders for Agendas and Minutes were approved.

5.2 Policies: The existing Codes of Conduct; Equal Opportunity Policy and Health & Safety Policy were all approved. The distinction between BCT's Health & Safety Policy and Manual was noted.

5.3 Insurance: The previously circulated Insurance Statement was endorsed.

5.4 Strategic Plan: It was noted that the updated Financial Tables are due to be completed by RC as part of the Plan, before he drafts the main Framework Document in time for the August Board meeting. It was agreed that a significant part of that meeting should be spent discussing the draft Plan, before BCT starts to discuss the draft Plan in September with the Birse Parish Liaison Group and individual Community Councils and Community Associations.

### 6. Properties

6.1 Balfour Forest: It was noted that BCTCo will be amending the Forest Plan for Balfour, to accelerate the planned clearance of Lodgepole Pine due to the risk of red needle blight.

6.2 Deer Control: It was noted that the Birse Parish Deer Management Group meeting on 3<sup>rd</sup> June had been positive, with a commitment by all members to maintain or increase

their cull. It was noted that the Group agreed an Operating Framework at the meeting and that this will be circulated to Trustees after it has been endorsed by BCTCo.

- 6.3 Site Visits by Members: It was noted that these are due to the Mills, Soutar's Shop, Commonty, Slewdrum Forest and Balfour Forest. It was agreed that Sunday afternoons might be most suitable for these visits. It was agreed that RP, JW and RC will liaise to identify dates and guides for the visits, and how to ensure the visits are well attended.

## 7. Projects

- 7.1 Scottish Rural Parliament: The background to the proposed Rural Parliament was noted, including BCT's support for an earlier attempt to establish the Parliament. It was agreed that BCT should register its support for the Parliament and consider sending representatives to first Parliament in Oban on 6<sup>th</sup>-8<sup>th</sup> November 2014.
- 7.2 Glenesk Trust: It was noted that the visit has been postponed until later in the year.
- 7.3 Archive: It was noted that it had been decided not to hold an exhibition in September. It was agreed that the Old School should be the meeting point for Members visits to the Soutar's Shop to reduce the number of cars trying to park there, and that a visit to the Archive should be the starting point for these visits. It was noted that visits to the Soutar's Shop could also be linked with a visit to Birse Kirk.

## 8. Any Other Business

- 8.1 Finances: It was noted that the Management Accounts for the Second Quarter will be circulated following the end of the month.
- 8.2 The Harpers' Bench: It was noted that the new bench is now in position across from the Farm Shop. It was agreed that RC will liaise with Tom Ironside about writing on behalf of the Trustees to thank the Harper family for the donation of the bench.
- 8.3 Forest of Birse Commonty: RC reported on the sign that has been erected by Birse Estate on the Commonty beside the Fungle to the south of Balloch. The previously circulated material about the sign was also discussed, along with the implications for the rights over the Commonty held by BCT. It was agreed to give RC a strong mandate to negotiate the removal of the sign. It was also noted that, 10 years after BCT's major project to restore the Fungle, BCT needs to follow up repairs to some sections where there has been erosion of the track due to water run off.
- 8.4 Old School Flag: The email from a member asking about BCT flying the Saltire during the run up to the Independence Referendum was discussed. It was noted that the flag has been there since 2010 for local reasons unrelated to the subsequent decision to hold the Referendum. It was agreed that the flag should remain.

## 9. Board Meetings and Visits.

- 9.1 Trustees' visits: It was agreed that the Trustees will visit Balfour, Slewdrum and the Commonty on Saturday July 19<sup>th</sup> (times to be confirmed) and then the Soutar's Shop, Archive and Birse Kirk on Tuesday 22<sup>nd</sup> July, meeting at 7 p.m. at the Old School.
- 9.2 Board Meetings: It was noted that some items of business might be dealt with at the start of the July site visits. It was agreed that the next Board Meetings will be on Tuesday 26<sup>th</sup> August and Thursday 25<sup>th</sup> September, both at 7:15 p.m. at the Old School.

Signed.....

Date.....