

# BIRSE COMMUNITY TRUST

## Minutes of Board Meeting

27<sup>th</sup> November 2012

Trustees Present: Jean McLeod (Chair), Paul Tanner, John Forster, David Younie;

Apologies: Robert Dinnie (Patron), Rick Paul (Secretary to Board);

In Attendance: Robin Callander (Adviser);

### 1. Introduction

JM welcomed DY to his first Meeting, noted RD and RP's apologies and one item for AOB.

### 2. Minutes of the Last Board Meeting

2.1 The Minutes of the Meeting on 7<sup>th</sup> November were agreed and signed.

2.2 The List following from the 7<sup>th</sup> November Meeting was agreed.

### 3. Matters Arising from Last Board Meeting

- Finzean Old School: It was confirmed the November fire safety checks were carried out.

4.8 Finzean School: It was noted that there had been no feedback yet from Parents Forum about a meeting and agreed that PT will follow this up and be involved for BCT.

### 4. Administration

4.1 AGM 2012: PT and JF reported on their meeting with Doug Gray on 26<sup>th</sup> November and the note of the meeting circulated by JF. It was agreed that, following what was considered a helpful meeting, PT would write to DG on behalf of the Trustees after consulting on a draft. It was confirmed that the aim of the discussions is to reach a mutually agreeable outcome with DG over the accusations he made at BCT's AGM. It was also agreed that, while that is the priority, it is also important as part of that to engage with DG on the other issues that he is raising (as noted in JF's record of the meeting). It was noted that BCT is already making improvements to its Annual Accounts and planning to make the position over BCo's Accounts clearer. It was agreed also to invite the BCo Directors to make a short presentation at BCT's AGM. It was agreed that BCT will follow up DG's report in 2009 on the Old School buildings (see 6.4) and that the possible involvement of DG in replacing the Community Woods bridge should be kept separate from these discussions (see 6.3).

4.2 Birse Parish Liaison Group: The draft Minutes of the Meeting on 13<sup>th</sup> November were noted. JF reported on the meeting, including the continuing positive support for the Old Schools Proposal. It was agreed to establish what BCT's position is under the Data Protection legislation and to discuss further the role that BCT could play in response to the local interest in path development.

4.3 Remembrance Services: It was noted that over 60 and 28 people had attended the events on 11<sup>th</sup> November at Corsedardar and Birse Kirk respectively. It was agreed that BCT should aim to have a local piper from the parish if possible next year.

4.4 Marr Community Forum: It was noted that JM and RC had attended the Forum in Finzean Hall on 21<sup>st</sup> November for BCT and that the main item of interest was the development of a new Marr Area community Plan. This will involve the Council consulting local communities by February 2013 on proposals that they would like to see in their areas.

### 5. Finances

5.1 Financial Tables: RC briefly outlined the set of tables that it is intended to produce on different aspects of BCT's finances, so that the tables assist BCT monitor and assess its annual performance, as well as to draw up budgets for the coming year and years.

5.2 Future Funding: It was confirmed that it is a priority for BCT to identify activities and projects for which it might be able to obtain grant funding or donations, to identify possible funding sources and to develop BCT's capacity to be submitting funding applications.

### 6. Properties

6.1 Finzean Mills: It was noted that, while there had been recent felling to protect the kiln room at the Bucket Mill, the other works currently due by David Hector at the Bucket Mill have yet to be carried out and that there has been no further cutting for BCT at the Sawmill. It was agreed that the Mills is a key topic on which the Board needs to be

briefed to enable them to take matters forward, including establishing as part of that the person who is leading on the Mills for BCT below the level of the Board.

- 6.2 Soutar's Shop: It was noted that RP has still to obtain a report on donations received.
- 6.3 Community Woods & Path: It was noted that there had been a good Community Walk around the Community Woods path on 10<sup>th</sup> November and that BCT will be taking forward jobs on its action list for the Woods and Path, with PT acting as main contact. It was confirmed with the bridge north of the Hall, that BCT has ask David Hector to carry out the immediate repairs required. It was agreed regarding DG's proposals, that the need is to establish whether the bridge needs replaced at this stage or can be maintained by repairs. It was agreed PT will discuss this with DH, prior to more discussions with DG.
- 6.4 Finzean Old School: The loss of the cornice from the main partition wall was noted and the need to try to make the remaining short section safe. It was agreed to ask RP if he will carry out the repairs needed to complete DG's work at the 'toilet block'. It was agreed that, following item 4.1 above, BCT will look at DG's report of 2009 on the Old School buildings and review the current condition of the buildings, taking account of factors such as the position with the Old Schools Proposal. It was agreed that RP will asked DG about the return of his keys, separate from other discussions with DG (4.1).
- 6.5 Commony Pinewoods: It was noted that, in addition to some small scale felling, recent work has involved the main tube removal stage from the last of the three original areas of native broadleaves planted in 1999-2000, marking a key stage in their establishment.

## **7. Other Projects**

- 7.1 Old Schools Proposal: It was noted that RC had responded to Cllr Webster as discussed at the Board Meeting on 7<sup>th</sup> November (6.4). It was agreed that RC will copy his response to Trustees for information. It was noted that Cllr Webster has replied recommending that BCT follows up the matter with Edwin Duncan of Education and Les Allan, Marr Area Manager, and it was agreed that RC will discuss the current position with each.
- 7.2 Archive: It was noted that Eileen Bailey had replied to JM indicating willingness to discuss the possibility of help with training when BCT was ready and that EB had also contacted RP about the return of keys. It was agreed that JM and RP should arrange another group meeting in the Archive before long to maintain some momentum.
- 7.3 Agricultural Journalists: It was noted that BCT has been approach to host visits by c.40 international agricultural journalists on 13<sup>th</sup> and 14th September 2014 and that BCT had responded indicating that it was willing in principle subject to not being 'out of pocket'.

## **8. BCT Planning**

- 8.1 Strategic Plan 2011-13: The Plan was discussed within the context of RC's paper of 20<sup>th</sup> November on the Interim Review and the particular paragraphs listed in the paper noted briefly. It was confirmed that the outstanding items to be tackled within the period of the Plan will be including in the Annual Plan for 2013. It was noted that priorities included the Mills, the Archive, BCT's management arrangements and improved communication.
- 8.2 Annual Plan 2013: RC briefly outlined some of the main components planned for the structure of the Plan, including the table of annual meetings and site visits, a list for each planned Board meeting of the items to be considered at that meeting each year, the addition of other particular items to be considered by the Board during 2013 (including developing and consulting on a new Strategic Plan) and the lists of work planned during 2013 at each site and with each other on-going project, such as the Archive.

## **9. Any Other Business**

- 9.1 It was noted that RP will acknowledge a £10 donation from the British Driving Society.

## **10. Trustees Meetings and Visits**

- 10.1 The Board meeting on 20<sup>th</sup> December was confirmed, subject to JF's apologies and an expectation that the meeting will be cancelled if there is no pressing business.
- 10.2 It was agreed that RP should 'doodle' for dates for Meetings in Jan and Feb 2013.

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