

BIRSE COMMUNITY TRUST

Minutes of Board Meeting

28th January 2020

Trustees Present: Guy Haslam (Chair), Nancy Davidson, Jonathan Kitching, Alison Bell, Toby Rider, Hedge Shand, John Hector.

In Attendance: Eoghan Cameron (Manager), Jane Winton (Administrator), Rick Paul (Secretary to the Board).

1. Introduction

1.1 The agenda was confirmed.

2. Minutes of Previous Board Meetings

2.1 The minutes of meeting on 26th November 2019 were approved and signed.

3. Matters Arising

3.1 The smoke detector and emergency lighting checks for November and December 2019 were completed.

4. Finances

- 4.1 Management Accounts: JW explained the 2019 accounts to the Trustees. The Trustees asked JW to investigate interest bearing accounts for the endowment fund.
- 4.2 Annual Accounts 2019: JW confirmed that the draft accounts should be ready for review and signing by the Trustees towards the end of March.
- 4.3 Outline Budget 2020: JW presented the draft 2020 budget which was approved by Trustees.
- 4.4 Birse Kirk: GH to ascertain cost of Kirk repairs and discuss at next meeting.

5. Administration

- 5.1 Register of Assets: the updated Register of Assets, Schedule of Land and Buildings, Inventory and Key List were approved.
- 5.2 Membership: JW reported that membership remains steady at 413.
- 5.3 AGM and Annual Report: the date for the AGM was agreed as 7th June, at 4pm, venue to be decided. Report format to be the same as last year. RP to produce timetable.
- 5.4 Insurance: Trustees approved renewal costs, but asked for JW to check what BTCo were doing in terms of Forestry insurance and to see if there were any improvements to be had.
- 5.5 Annual Plan: GH presented the draft 2020 Annual Plan which was approved by Trustees.

6. Properties and Projects

- 6.1 Commonly: GH and EC had met with Malcolm Nicol re shooting deer and are due to meet with him again (date TBC). Tree tube removal and disposal continues and will focus on the areas close to the road. EC to ask the Forest Agent to investigate planting on the North Hill as part of the new Forest Plan.
- 6.2 e-bikes: Further to GH's email to Trustees on 24th January, EC to meet with Malcolm Nicol to discuss further. JK described the methods used by Mid-Deeside.
- 6.3 Wood Ants: AB informed Trustees that there is to be another walk for the Scottish Wildlife Trust in August.
- 6.4 Website: Work continues. The old website is not being updated any more.
- 6.5 PA Equipment: EC has successfully sold the PA equipment from the Old School.

- 6.6 School Path: The extension is now complete.
- 6.7 Signs: Signs are complete and awaiting siting.
- 6.8 Slewdrum Swiping: this is due to be complete in February. The Council are investigating the swiping on the Deeside Way.
- 6.9 Tree Planting: GH to contact Alan Butchart and reply to his e-mail.
- 6.10 Open Doors: The Trustees agreed that we would open the Mills as part of the Aberdeenshire Open Doors weekend (19-20 Sept).
- 6.11 Finzean Hall: GH to establish the costs of the car park tarring. To be discussed in February's meeting.
- 6.12 Corsedardar: EC to investigate measures to protect the Dardanus Stone. The Trustees agreed that we would expand the parking in the area around the stone.
- 6.13 Old School Project: GH to reply to Sian Loftus on the next steps of gaining funding for the Old School project and in particular clarify the deliverables and also get a feel for the chance of success of a bid to HES.
- 6.14 Community Cider: Without a press, a shed or volunteer personnel, this is probably not going to happen, but a note is to be put on Facebook to gauge interest.

7. Board Meetings

- 7.1 Meetings 2019: Trustees noted the chart of attendances in 2019.
- 7.2 Board Meetings: Dates for 2020 are 25th February and 31st March, both 7:15 p.m., Archive Room.

8. Any Other Business

- 8.1 School Car Park: GH to contact Vivien Moorhouse re the condition of the tarmac in the Primary School's car park.

Signed.....

Date.....