

# BIRSE COMMUNITY TRUST

## Minutes of Board Meeting

25th June 2018

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

In Attendance: Eoghan Cameron (Manager), Rick Paul (Secretary to Board)

Apologies: Jane Winton (Administrator)

### 1. Introduction

1.1 GH welcomed the new Trustees, the agenda was confirmed and five items noted for AOB.

### 2. Minutes of Previous Board Meetings

2.1 The Minutes of Meeting on 24<sup>th</sup> April 2018 were approved and signed.

### 3. Matters Arising

3.1 The smoke detector and emergency lighting checks for May/June were completed.

### 4. AGM 2018

4.1 Minutes: The previously circulated minutes were approved.

4.2 Review: It was agreed that in 2019, Trustees should be introduced to attendees, and that EC should take a more active role in proceedings.

4.3 Attendance: Trustees noted that attendance was higher than in recent years, possibly due to it being BCT's 20th anniversary.

4.4 Housing: It was agreed the EC should draft a letter of reply to the AGM questioner who asked about BCT's possible involvement in affordable housing.

4.5 Broadband Speed: Trustees concluded that this was not in BCT's remit.

4.6 Sustainable Forest Management: It was agreed that GH would draft a reply to the AGM questioner who asked about BCT's carbon footprint.

### 5. Administration

5.1. Trustees: New Trustees had all completed the necessary forms for Companies House. There is to be a New Trustee site visit on July 1st.

GH declared his interest in The Tarland Development Group.

5.2 Trustees and Team: Trustees noted the previously circulated list..

5.3 BCT Policies: Trustees were asked to forward any comments to RP.

5.4 Insurance: Trustees noted the previously circulated Insurance Statement, and tasked EO and RP with reviewing the valuation of BCT assets.

5.5 GDPR Policy: EC to circulate the latest BCT GDPR policy document for comment. JW to destroy the electoral role cd bought from Aberdeenshire Council. Future AGM paperwork to include a letter asking whether householders are happy to receive mailings.

5.6 BCT's Accountants: Trustees agreed to transfer from Bain Henry Reid to James Milne, Banchory as there would result in a significant cost reduction.

## 6. Properties

- 6.1 Old School: Trustees noted that the Old School and Archive roofs had been repaired.
- 6.2 Mills: Trustees noted that the new Mills sign is to be located in the car park opposite the Sawmill.
- 6.3 Birse Kirk Maintenance: GH is waiting for a reply from Andrew Nicol. The required roof repairs will be discussed at the annual ETBK/BCT meeting to be set up by RP and JK.

## 7. Projects

- 7.1 Old School bids: Sian Loftus has been successful in obtaining a £4.7k feasibility grant from Marr Area Partnership, and is awaiting a possible further grant from the Architectural Heritage Fund. Sian has put in a further bid to AHF for funds to investigate the circumstances relating to the building of the original Finzean school.
- 7.2 Commonty: EC has located BCT's Fire Plan, and will compare with the Fire Plan for Finzean Estate. The Home Office is in discussions with BCT and Finzean Estate regarding an Emergency Radio Communication Mast on the Commonty.

## 8. Any Other Business

- 8.1 Grampian Horse Riding: Trustees noted that there was an endurance event in Slewdrum on May 6th.
- 8.2 Bushcraft Event: SYCET is running a Bushcraft event for youngsters in July.
- 8.3 Orienteering: Trustees noted that there is to be a junior orienteering event in Slewdrum on August 5th.
- 8.4 Antiques Road Show: Trustees noted that EC will help present a feature in a special November edition of the show on Pte James Pirie, a Birse resident who fought and died in WW1.
- 8.5 Strategic Plan: GH to rewrite and distribute for comment.

## 9. Board Meetings

- 9.1 Estates Meeting: GH and EC to attend for BCT on August 2nd. Topics to include the condition of the path by Birse Loch and the proposed new path from Potarch to Tom's Cairn.
- 9.2 DTAS: Trustees noted that BCT will conduct a site visit to the Mills and the Commonty for attendees to the DTAS AGM on Sept 2nd.
- 9.3 Board Meetings: Tuesday 7th August, Tuesday 18th September, Tuesday 16th October, Tuesday 20th November 2018, all 7:15 p.m., Archive Building.

Signed.....

Date.....