BIRSE COMMUNITY TRUST

Minutes of Board Meeting

23rd April 2024

Trustees Present:	Simon Lindsey, Toby Rider, Nancy Davidson, Liz Bracegirdle, Alison Bell.
Apologies:	Robert Dinnie, Rick Paul (Secretary to the Board)
In Attendance:	Toni Watt (Manager), Jackie Robertson Bookkeeper, Davie Hector, Mills Manager

1. Introduction

1.1 SL welcomed the Trustees and team to the meeting and noted one apology.

2. Minutes of Previous Board Meetings

2.1 The minutes of meetings of 19th March 2024 were agreed and signed.

3. Matters Arising

3.1 Fire Safety: The smoke detector and emergency lighting checks were completed for March 2024.

4. Strategy

4.1 Following on from the meeting of 19th March, SL welcomed Davie Hector to the meeting to discuss planning annual maintenance on the mills. Davie then left and the team continued with its discussion on BCT's portfolio.

5. Finance

5.1 Management accounts: JR produced the financial table for Qtr 1 2024. A follow up financial meeting has been arranged to go into the accounts in more details on 9th May at 6.30pm at TR's house to draw up a budget for 2024 – JR, TR, TW, SL
5.2 Annual Accounts 2023: awaiting feedback from the accountants.
5.3 Callendar Trust £500 donation acknowledged and thanked.
5.4 DTAS membership agreed to be renewed and trustees to contact DTAS for advice.

6. Administration

6.1 MTB Insurance: Ellie Flather, Will Clarke, TR & RP met re insurance and are awaiting information from WC before BCT May board meeting.

7. Projects

7.1 NHMA: Awaiting dates from Birse & Ballogie.
7.2 Doors Open: ND, SL, AB & TW all available, have informed Doors Open.
7.3 Aboyne Games: TW to liaise with RD to get an update.
7.4 Souter's Shop: ND updated team as per project brief on one note, with the addition of the Expression of Interest being accepted by HES for BCT to apply for funding.
7.5 Water running on Old School car park: TW to liaise with RD to get an update.
7.6 Writing Workshop: Fully booked, 12 people attended a very successful day.
7.7 Cromar History Group: TW / AB to take tours, liaise with RP over dates.

8. Manager's Report

8.1 Fire patrols, new rota to be drawn up - TW
8.2 SPAB mills weekend on 11th & 12th May will go ahead with TW leading reduced tours.
8.3 BCT has been nominated for the Inspiring Aberdeenshire Awards Culture Category 2024.Trustees to help with ideas for a short film for the award process.
8.4 West Sawmill Cottage, heard back from council that the case is closed regarding water run-off from the road. Not believed to be a factor in the flooding.
8.5 Leatherwork classes will be running on 18th and 26th May at Finzean Old School.

9. A.O.B.

9.1 Finzean Local Place Plan meetings 24th & 28th April. SL / AB to attend.

9.2 TW & SL attended a Community Path Walk with FCC to look at problems. TW to try and organise volunteers with FCC organising path surfacing materials.

10. Trustees and Meetings

10.1 New Trustees: AB approached a contact to who decided not to get involved, RD to report back on another contact next meeting.

10.2 Board Meetings: The next Board Meeting and Strategy Meeting will be on Tuesday 28th May at 19:15.

10.3 Chair: ND to chair this meeting.

Signed..... Date…….....