

## **DUNBLANE DEVELOPMENT TRUST**

### **Approved Minutes of the Annual General Meeting held via Zoom on Monday, 11<sup>th</sup> October 2021 at 7.00 pm**

#### **1. Welcome**

The Trust's Chairperson, Barbara Allan, welcomed 31 ordinary members and 3 nonmembers to the meeting. It was noted that an additional 27 proxy votes had also been authorised by ordinary members of the DDT. As membership currently stands at 435 the Chair confirmed that the meeting was quorate in line with the Memorandum and Articles of Association.

#### **2. Minutes of the Annual General Meeting held on 11<sup>th</sup> January 2021**

The minutes of the previous AGM had been previously circulated to members and made available on the website.

*The minutes were proposed by Dave MacPherson and seconded by Rosie Hunter.*

#### **3. Chairperson's Report**

Barbara opened the meeting by commenting that although it was only 8 months since the last AGM, it was important to get the AGM back on track as October is normally when the AGM is held. She highlighted that the working groups had continued to operate within the restrictions of COVID and on behalf of the Board and members, she thanked the leaders for organising the activities, planning ahead and supporting the volunteers through challenging times. She highlighted that the groups had taken on new jobs during the year – in particular the refurbishment of the High Street roundabout, the renovation of the old children's paddling pool on the Scouring Burn, and wooden steps on the Dunblane to Ashfield path. The Hosta border edging has been replaced and the Midweek Group did a fabulous job cleaning up the golf club steps. There is an increase in the working groups as we now have a Burgh Chambers Group which is continuing in its effort to ensure a future for the building in partnership with Stirling Council. DFD continues to support people with dementia and their families and have delivered an outstanding number of soup and cakes over the year. A new meeting place has started at the Braeport offering support through befriending which is going well. DCS is now looking at what other ways they can help in the town post COVID. Finally, the E bike group purchased 3 new bikes, a new shed and recruited more volunteers. She mentioned that we were fortunate to receive a grant from the Big Lottery for a part time Volunteer Coordinator and recruited Kirsty Cathrine who has supported group leaders by making sure the paperwork was up to date, attracting new volunteers and encouraging community activity.

Barbara then updated members that membership was being moved to a software package called MembershipWorks. This package allows members to update their membership on line, will send emails regarding renewals and allow people to join the DDT on line. She highlighted that the intension is to move the renewal date to a fixed date in the year.

She then discussed the Braeport which has bounced back successfully post COVID and the building is busier than ever welcoming back our regular users along with many new. There have been changes in staffing with Ronnie MacLean retiring and Ciaran O'Hare leaving to

work in a different sector. We now have George Glennie as our caretaker supported by Roger Allan.

Thanks to the constant flow of information on Facebook and Mailchimp posted by Paul Nelson and Tim Hughes, local residents are kept up to date with the work of the DDT and local issues.

We were fortunate to receive a bequest from the late Kate Nash. . After discussion with Michael Nash and the Board it was agreed to purchase a sundial Discussions are ongoing to find the best place to site this for people to enjoy.

Barbara then talked about the future priorities of the DDT, which was to develop the volunteering base, facilitating the development of new projects and ensuring the organisation is financially sustainable and that it has the skills and capacity for the future. Although the DDT is better off than many voluntary organisations, it is crucial that the DDT attract external funding, and concentrates on how to increase fundraising and donations along with memberships. All these are required to contribute to central costs.

Barbara concluded by thanking the Board, volunteers, and staff for their contribution throughout the year. Special thanks went to Rosie Hunter who is standing down this year. Barbara wished Rosie well with her new ventures. She thanked John Newman who has led the Path Group for several years and welcomed Peter McGregor who will take over from John.

Barbara announced that she too is stepping down from the Board after being involved with the DDT for 6 years and assured everyone that the DDT was in good hands.

#### 4. Treasurers Report

Ian Gill, Treasurer, confirmed that the final accounts had been prepared and approved by the accountants, French Duncan. The full draft accounts were on the website and a summary had been circulated to members prior to the meeting. Any member wishing a full set of the accounts should contact Ian.

Ian summarised that the 2020/21 financial year saw an improvement on the previous year with a surplus of income over expenditure amounting to £36,868 [£21,911 in the previous year before taking into account the transfer value of the Braeport Centre (£257,572)].

The increase in income was almost entirely due to the high level of grant income and donations that the DDT secured in response to the work of DFD and DCS for work carried out during COVID. Other grants received allowed the recruitment of a Volunteer coordinator, 3 new bikes and a e-bike store. We received a further grant towards Glen Road for repair works. A grant was received from Paths for All which allowed the update of the Green Travel Map

Membership did increase by 47 during the year. However, following a data cleanse, 53 members were removed having either died, moved away or not renewed. This brought the number at the end of August to 422.

Ian explained that expenditure was up due to increased staff costs covering caretaking and cleaning at the Braeport and also the addition of the Volunteer Coordinator. Purchases were up due to the fish and chips and soup and cake DFD provided and also the shopping done by DCS. Most of these costs were covered by grants and donations or payments by the recipients. There were also increases in travel costs mainly due to the DFD soup runs and an increase in insurance due to improved cover for the ebikes and the new DIB van.

He then explained that the balance sheet looked healthy with the fixed assets increased due to the purchase of the DIB van and the new e bikes. He did comment however, that the unrestricted funds from membership and donations were insufficient to cover the central admin costs (share of administrator's salary, accountancy fees, insurance, telephone, stationery and postage). The Board has already begun to address this issue.

Ian summarised by stating that after such a turbulent year due to COVID, the DDT was in a very healthy financial position at financial year end.

The Board recommended the accounts for approval to the Members and a poll on Zoom took place and were unanimously approved.

## **5. Election of Directors**

It was noted that Anita Smiley and Ian Gill were required to stand down under the terms of the Memorandum and Articles of Association. Both wished to be re-elected. Three new Board members are seeking election, namely Kommie Yousef-Nejad, Sandy Fleming and Sally Weeks.

All Directors were elected by over 95% of the vote by DDT members at the AGM.

## **6. Any Other Business**

Paul Nelson paid tribute to a former Trustee, David Warburton, who sadly died earlier this year. David stood down at the last AGM due to ill health. He was an active member of the Communications Committee. He also thanked Barbara Allan for her 6 years on the Board of the DDT.

## **7. Chairpersons concluding remarks.**

Barbara Allan concluded by thanking everyone for attending via Zoom and thanked the Board, working group leaders, volunteers and staff for their work. 2021 has been challenging at times but it has been a successful one.