

DUNBLANE DEVELOPMENT TRUST

Approved Minute of the DDT Board meeting
held on Monday 12th June 2023 at 7pm at the Braeport Centre

<p>1. Present/Apologies/in Attendance</p> <p><i>Present:</i> Sandy Fleming, Mirella Marchini, Ian Gill, Scott Williamson, Malcolm Dougall. <i>Apologies:</i> Alan Booth, Anita Smiley, Paul Nelson, Stewart Corbett, David Young <i>In Attendance :</i> Deirdre Fraser, Dave Storrie (Item1) The meeting was not quorate.</p>	
<p>2. Bank of Scotland Building</p> <p>Dave Storrie from the Bank Group updated the Board that the stand at the Fling had been successful with people sharing ideas of what the bank building could be used for. He confirmed that there would be no duplication of groups. The Big Dunblane Survey will be going out in August so more ideas will come from that. Suggestions include a community cinema and a communal room. Dave explained that the focus at the moment was to try and get Community Ownership Funding. The Burgh Chambers will not be joining forces with the Bank Group. The Board thanked Dave for his time.</p>	
<p>3. Minutes of Meeting on 24th April 2023.</p> <p>One change is required to the minutes. DJM-YLF paid EDF and not DDTPL.</p>	
<p>4. Actions and Matters arising</p> <p>See attached.</p>	
<p>5. Chair Report</p> <p>Sandy updated the Board that the Fling had been a success and he spent time discussing the Place Plan with various groups, particularly younger people. A meeting will be arranged with DCC, DDT and the Cathedral amongst others to discuss youth behaviour. He mentioned a newsletter is being prepared for the DDT 20th Anniversary and that he hopes QV school and the Boy's Brigade will assist distributing it around to all Dunblane residents. Sandy confirmed that a document is being prepared explaining how much the new membership will be and the reason for the increase. This will be distributed soon.</p>	
<p>6. Treasurers Report</p> <p>Ian circulated a report showing the split of funds over assets. It showed that most of the money was either restricted or designated funds. Most of the unrestricted funds belong to DFD. The biggest concern is the general unrestricted fund. It is hoped that DDTPL will be able to give DDT £6K once their financial accounts have been finalised but this is not a long-term solution. Following the questions raised by Paul Nelson, Ian explained that hall lets would be increasing in September with the new rates being applied from June for any new user. There is interest from a commercial user for room long term room hire and Anita and Kirsty are meeting with her in the next few weeks. Membership fees need to be increased from January 2024 – a proposal will go to the AGM. A 20th anniversary appeal is being launched with letters going out to the membership and a separate one for major donors asking for donations. The telephone and broadband contract has been moved, saving £50/month. Ian has also approached Aversure who handle our health and safety and HR advice to see if we</p>	

<p>can get some reduction to the monthly fee. If they are unable to do so we may have to consider cancelling Aventure and switch to DTAS and/or SCVO. Ian also advised that our Administrator has reduced her hours and that there will be a reduction in caretaker hours. More fundraising activities are required, and an auction is planned for the 20th Anniversary. It was also noted that it is standard industry practice for charitable organisations like the DDT to receive a contribution towards central admin costs from their working groups. It is understood that DIB is discussing a contribution and the officers will be discussing with Paul Nelson whether DFD are in a position to make a contribution.</p> <p>Reserves Policy – Ian circulated the updated reserves policy which has changed the reserve from 6 months to 3 months, reducing the amount as at 31 May 2023 to £25,925. This has been made possible as the DFD staff costs are covered by grants. This was approved by all Board members.</p> <p>Ian explained that some financial year end tidying up was required and advised that as Dunblane Community Support is no longer an active working group the closing balance (£3424) should be transferred to the general account; the Foundation Grant had now completed and the small closing balance (£25) should be transferred to the Braeport account to cover the costs of any replacement cables. The Board were all in approval of this.</p> <p>It was proposed that the Windfarm shortfall (£-1271) should be taken into the DDT accounts temporarily with repayment in September when the next windfarm award was received. The Board were in approval of this.</p>	Officers
<p>7. Marys Meals</p> <p>The Board noted the report from Paul. Everything seems to be progressing well. The Board would like to get an estimate of costs from the lawyers. Following a meeting with DTAS last week, the Board learned that there is a Green Shoots fund of up to £10k available for legal and VAT advice. DTAS should be able to advise on setting up a new company which will be needed as it must be VAT registered. It is anticipated that DDT will have to pay Mary's Meals something towards fixtures and fittings and stock. The Board need to meet with the manager, Rhona, in the near future. A question was raised asking who would oversee the running of the shop. Officers need to discuss this.</p>	Officers
<p>8. DDTPL</p> <p>A paper was circulated to the Board with the update from DDTPL. There is still a problem with EDF despite discussions by phone, email and WhatsApp. DDTPL have given DJM-YLF until 23rd June 2023 to meet along with other affected parties to discuss and agree a way forward which hopefully will lead to a settlement of this problem. DDTPL reckon that the estimated cost of the supply is £4440 at a contract rate. DDTPL have made a provision of £6K which is an estimate in case EDF will not backdate the account using contract rates and there is no compensation from DJM-YLF for their mismanagement. The provision has been made in case they require to help Craft Central and one of the flats with their portion of the EDF bill. The lift is now fixed although there are a few issues which the repair company will fix with no extra charge. The trading figure for the year was £43,078. Trading costs are expected to be circa £40K.</p>	
<p>9. Health and Safety</p> <p>Ian advised the Board that John Knight has now stepped down as a Trustee and will no longer be our Health and Safety advisor. Kirsty has drafted an advertisement to go</p>	Officers

<p>onto the Volunteer Portal. Ian will discuss the actions from the training day with the officers and George Glennie.</p>	
<p>10. AOB</p> <ul style="list-style-type: none">• DFD Report - noted• DIB and Path Group: The path group have been working on Glen Road and Laighills this season. This is the busiest time of the year for DIB with half of the plants now planted. There has been a need for a great deal of watering due to the dry weather and there was a good response for volunteers to help with the this.• DDTPL Sign - A sign was made a few years ago but rejected by a previous Board. The current Board have asked to look at it.• Extravaganza: To be discussed with Paul Nelson on his return.• Next meeting dates:<ul style="list-style-type: none">17th July 202328th August 202330th September 2023 (AGM) <p>Please note these dates have been changed.</p>	