

DUNBLANE DEVELOPMENT TRUST

Approved minute of the DDT Board meeting
held on Monday 23rd January 2023 at 7pm at the Braeport Centre

<p>1. Present/Apologies/in Attendance</p> <p><i>Present:</i> Alan Booth, Anita Smiley, Malcolm Dougall, Sandy Fleming, Ian Gill, Paul Nelson. Scott Williamson <i>Apologies:</i> Stewart Corbett, David Young <i>In Attendance :</i> Deirdre Fraser, Pippa Glennie (potential new Trustee)</p>	
<p>2. Quarterly update from DFD</p> <p>Breda gave a verbal report highlighting that this has been a busy quarter for DFD with the launch of the meeting centre on 9th September. This has grown steadily with 10 now attending on a Friday. The meeting centre is essentially a social club which provides people with a place to have fun, talk and get help that focuses on individual needs to live well with dementia. During Alzheimer's Awareness month, Breda gave several presentations. Once again there was a Dementia Celebration in October in the Victoria Hall which was a great success. DFD currently have 28 active volunteers. Training is in place for staff members. Breda then updated the Board on the grants (Legacy, Volunteer Support and the new Mental Health and Wellbeing fund). The mental health fund is providing fish and chips to 120 members of the community and allowing for a lunch club to open in the Free Church. There are 2 funding applications out at the moment. DFD have an active social media page alongside Twitter and Instagram. A question was raised about what percentage of people with dementia was being captured by the meeting centres – there are 100 people in Dunblane with a diagnosis and DFD are in touch with half of these. Breda commented that DFD need to engage with the mental health teams who should encourage people to attend the centre. Dementia can be misdiagnosed as depression. Breda concluded that with so much going on, succession planning was very important. The Board were given an updated organogram for approval which was done at the meeting.</p>	
<p>3. Minutes of meeting on 5th December 2022</p> <p>The minutes were agreed to be a true record of the meeting and approved.</p>	
<p>4. Actions Update and matters arising.</p> <p>See attached.</p>	
<p>5. Chair Report</p> <p>Sandy updated the Board that he had heard back from Stirling Council who have advised that the DDT can charge residents for parking at the Braeport Centre. The Council's suggested fee is £83/annum. Sandy will contact the residents. He proposed to the Board, following various discussions, that the membership fee needs to increase to £25/annum and that we should be encouraging members to pay by standing order or direct debit. Sandy will write to members advising them of this and explaining the reason that this price increase has become necessary. An extraordinary General Meeting will be required to approve the recommendation. A discussion took place regarding raising the profile of the DDT and it was agreed that the Extravaganza should be the 'big' event for the DDT. More events need to take place during the year but volunteers would be required to help out at them as this cannot be left solely to Trustees and staff to run. Kirsty should put something out on social media looking for</p>	<p>Sandy/Officers</p> <p>Kirsty/Comms</p>

<p>volunteers to help out with fundraising events. More signage around town is required with QR codes attached to make donating easier. Paul will approach Makerspace to ask for advice on making signage to show the work carried out by our volunteers.</p>	<p>Paul</p>
<p>6. Treasurers Report The six-monthly accounts have been distributed to the Board. There were no questions regarding them. Ian commented that the DDT risk register is needing reviewed. Paul and Scott will work on this with the help of Ian and John. Other policies and procedures require reviewing and will be circulated to different Board members for updating and then approval by Board. The DDTPPL accounts are now in draft form and although Malcolm has a few queries on them, our accountants, A9 Partnership, are now happy that the DDT Accounts can be signed off. Ian asked the Board for approval to sign off the DDT accounts which they were.</p>	<p>Paul/Scott/Ian Ian</p>
<p>7. Communications update Sandy commented that Facebook is currently reaching between 500-900 people. Events are being advertised in The Wire and recently events have been advertised in Parentmail (communication tool the schools use), Bernie Beattie is working on updating the DDT website, making it easier to navigate round it, add events and adding donate buttons and a facility to pay for events.</p>	
<p>8. Town Centre Development Group Paul advised the Board that the next meeting of the TCDG is on Tuesday, 24th January 2023. Alastair Tollemache will be attending to discuss antisocial behaviour at this meeting. Paul advised that there are still some 'Shop Local' vouchers available which need to be used by the end of March. Paul mentioned that the work on the gravestones at the Cathedral has now commenced.</p>	
<p>9. Health and Safety Training for the Board. There will be a training session for the Board on Friday, 3rd March 2023 from 2-4pm in the Braeport Centre.</p>	<p>John</p>
<p>10. Fundraising Report Anita advised the Board that there is a calendar of events running up till the end of June. The table top sale on Sunday 15th January 2023 had been a success raising roughly £200. It would be good to repeat events similar to this regularly. The quiz night has been rescheduled to 27th February 2023 and a coffee morning is taking place in the Cathedral Halls on Saturday, 4th March 2023. Anita did comment that these events use up staff hours and that only a few Trustees are getting involved with helping out. Volunteers are needed to help and Kirsty should perhaps advertise looking for volunteers specifically for fundraising events.</p>	<p>Kirsty</p>
<p>11. AOB</p> <ul style="list-style-type: none"> • Next meeting: 6th March 2023 • DIB and Path Group: Scott advised that the main focus from the Path Group and DIB had been collection of the plastic tree stakes around the Laighills. A total of 560kgs have been taken to Polmaise. Sadly, it turns out the tubes are not recyclable and went straight to landfill. • Environment Group: Monica advised via email that Nancy Anderson has moved to Doune and will no longer be able to maintain the greenhouse and containers. Unfortunately, the Environment Group are also not able to continue managing this. It was agreed that Ian and Deirdre will initially ask some of the 	<p>Ian</p>

<p>regular Braeport groups if they are interested and then perhaps St Marys or other primary schools.</p> <ul style="list-style-type: none"> • E bikes: Tim would like a meeting with the Board to discuss future plans. • Braes of Doune Windfarm: Ian has received an email from Foundation Scotland who now appear to have an interest in Scottish windfarms. They have asked for a zoom call to answer questions for a report they are compiling. Some of these questions are strategic which Ian and Sandy will discuss with Kirsty. Christine Campbell and Ian will then attend the meeting with Foundation Scotland by Zoom in early February. • Company Secretary: Mirella Marchini, a lawyer with Wright. Johnston & Mackenzie LLP (used to be Bartys), has offered her services as Company Secretary. Ian and Deirdre met with Mirella before Christmas to explain the role and Mirella has now confirmed her interest. It was agreed that Ian should now invite her to the next Board meeting. • DDTPL Insurance Malcolm commented that he was not happy with the current insurance providers as they do not appear to be able to cover mixed residential and commercial properties. Ian will ask the DDT insurers if they would quote. 	<p>Officers</p> <p>Ian</p> <p>Ian</p> <p>Ian/Malcolm</p>
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