

DUNBLANE DEVELOPMENT TRUST

Approved Minute of the DDT Board meeting
held on Monday 28th October 2024 at 7pm at the Braeport Centre

1. Present/Apologies/in Attendance <i>Present:</i> Sandy Fleming, Anita Smiley, Ian Gill, Sue Hunter, Scott Williamson, Barry Makin, Paul Nelson, Malcolm Dougall, Stewart Corbett, David Storrie <i>Apologies:</i> Bob Stainton <i>In Attendance :</i> Deirdre Fraser, Jack McInnes	
2. Jack McInnes appointment The board noted Jack's application and bio and unanimously co-opted Jack to the Board.	
3. Chair report Sandy advised the Board that since he self-reported the DDT to OSCR regarding working out with the geographic area stated in our Memorandum and Articles, he has heard nothing. OSCR have until 29 th October 2024 to reply so he has chased them once more. We have consulted a charity lawyer and will have a further conversation once OSCR respond. Until we hear from OSCR we are unable to provide the service in Doune. A proposal from Meg Wright to support the board with a staff organisation review for up to 8 days of her time had been circulated. There was a discussion regarding what value this would bring to the DDT and why a Trustee could not work with the staff. It was considered not appropriate for a Trustee to take on this task. A vote took place asking to approve Meg's appointment and there was a majority approval. Regarding governance, it is hoped that Jack McInnes will support the Board in reviewing the Memorandum and Articles along with committee structures, roles and responsibilities, policies and procedures. Sandy confirmed that the AGM will now take place on Monday, 2 nd December 2024 in the Braeport. Sandy went on to mention the special resolution that Paul wished to go to the AGM requesting an amendment to the Memorandum and Articles allowing DDT to work in conjunction with neighbouring communities. There was a long debate over this, and it was agreed that the wording was not clear and needed changed to 'collaborate'. Following this discussion, it was noted that this resolution is not necessary as if the DDT wish to collaborate with neighbouring communities, this is already covered in the Memorandum and Articles. Sandy has been asked to mention this special resolution to the lawyers to check if it is needed before the AGM papers are distributed.	Sandy

<p>4. Treasurer Report</p> <p>The Board noted Ian's report. Ian commented that £442 needed to be added to the Extravaganza account as this should have been transferred to the new Extravaganza restricted fund. It was noted that the accounts are in a healthier position than 6 months ago. Since the start of the year there have been new grants from CSET (£3,000) for Glen Road, Impact Volunteer Support (£5,500) for DFD, Acorns from Trees (£3,500) for Giving Tree and Mental Health and Recovery (£15.952) for DFD. Ian also distributed the Giving Tree P and L which shows that sales are well ahead of budget. Rhona was thanked for her work. Quarterly donations are now being made to both the DDT and DHCT and the Trading company board will discuss the anticipated year end profit with the accountant early in the new year to try to reduce any corporation tax liability.</p>	
<p>5. Braeport update</p> <p>Stewart advised the Board that Holmehill are intending to break through the wall next week in order to instal the gate. There are still issues with cleaning the building when the cleaner is sick or on holiday and the committee are considering looking for someone to come fortnightly to do a deep clean. Aqua Clean have provided a quote (£100 for 3 rooms). Stewart commented that Kirsty and Stewart are looking at the feasibility of running a farmer's market monthly in the Braeport car park.</p> <p>Base Fitness - The Braeport Committee has now seen the lease drafted by Kerr Stirling and following a positive meeting with Base Fitness last week it was agreed that a few amendments are required. There will be a 24-month review along with a break provision where either party can withdraw giving 6 months' notice. The rental will include common services for this year and will be reviewed in 2025. The Board delegated responsibility to Stewart and Sandy to finalise the lease which should be circulated to the Board for information. Unfortunately, not all users will be able to remain in the Braeport but the committee will assist those displaced to find alternative arrangements. Sandy and Deirdre will send out emails this week advising users of the change. The Board unanimously approved the proposals from the Braeport Committee.</p>	<p>Stewart/Sandy</p> <p>Sandy/Deirdre</p>
<p>6. Extravaganza</p> <p>Stewart advised the Board that fundraising was going well with £4K already pledged. There will, however, be more paid entertainment (Ceilidh band and a DJ) this year. The next meeting is on 29th October 2024.</p>	
<p>7. DDTPL Quarterly report</p> <p>The Board noted Malcolm's report and were asked if they wished to continue to receive the profit and loss and balance sheet and it was agreed that these should be presented six monthly. He has had to revise his budget for the year as the repair and maintenance has increased due to the building being rewired. This should total £13K. This may have an impact on the year end donation to DDT, but he is hopeful this will not be the case. Regarding a successor to Malcolm who advised his intentions to stand down as chair of DDTPL, Ian, Malcolm and Dave met with John Clinkenbeard who seems suitable to take on some of Malcolm's current responsibilities along with Dave McPherson who could take on the day to day running of the building.</p>	
<p>8. Health and Safety</p> <p>The report was noted.</p>	

<p>9. Working Group update</p> <p>MWG - the Board noted the report. Sandy will open the workshop in the near future. An Official opening will take place at a later date.</p> <p>DFD – the report was noted and comments made on DFD's success. Delivery of fish suppers will resume next week for which drivers are required. Barry Makin has offered to help out when available.</p> <p>There were no reports from the other groups.</p>	
<p>10. Minutes of meeting held on 26th August 2024</p> <p>The minutes were agreed to be a true record of the meeting and approved.</p>	
<p>11. Matters arising from minutes not covered on the agenda</p> <p>There were no comments.</p>	
<p>12. Actions</p> <p>See attached.</p>	
<p>13. AOB</p> <ul style="list-style-type: none"> • Proposed Meeting Dates <ul style="list-style-type: none"> 2nd December 2024 – AGM 16th December 2024 – Board meeting 13th January 2025 – Board meeting • Kate Fawcett – Paul advised the Board of the sad passing of Kate who was a member of the Windfarm committee • Entrance sign to Dunblane – It has been suggested by Alastair Tollemache that Dunblane's entrance sign needed to be updated. Suggested wording was discussed which the Town Centre group will take forward with the Community Council • Gillian Joynes – Ian advised the Board Gillian had a baby girl on 3rd October. 	