

**Minutes of Dunkeld, Birnam and District Community Development Trust AGM
held on 21st November 2023 at Birnam Arts Centre, Birnam.**

1. ATTENDANCE

Members present (48)

Elspeth Baillie, Wendy Edwards, Toni Baxter, Lynn Massey, Kirstie Binnie, Roseanna Preston-Jones, Sean Hanafin, Ann Hogg, Lachlan MacEwan, Stuart Paton, William Hogg, Nick Riley, Roddy Wilkie, Ginny Carlton, Jane Bremner, Halli Herbertson, Jan Silburn, Scott Herbertson, John Gilruth, Alan Wolfe, Linda Wolfe, Chris Ford, Lynn Ford, Rosemary Preston, Suzy Walsh, Linda Simpson, Sarah Davidson, Claire Smith, Calum Martin, Liz Duiguid, Mary Notman, Nicola Herbertson, Danny Burns, Kathy Burns, S. Savill, Scott Perry, John Burns, David Atkins, Graham Rees, Graham Wright, Adrian Blundell, Ian McCartney, Lindsay McManaman, Anne Cameron, Beth Taylor, Alasdair Wylie, Lauren Campbell, Norman Grieve

Associate Members present (3)

Fran Norris, Ash Gill, Charlie McCarthy (all of Pitlochry Community Action Trust)

Apologies were received from Jane and Stewart Pritchard, Marilyn Howe, Evelyn Menzies, Eric Bremner, Gillian MacEwan, Ramsay MacEwan, Callum MacEwan and Juju Grieve.

The meeting was declared quorate by the Chair, Norman Grieve.

2. REPORT FROM THE CHAIR

Getting Started

Since forming as a Trust last November, we have concentrated on putting in place all the necessary policies, banking, and finance procedures to provide a strong governance framework. We have also spent considerable time and effort contacting individuals and groups in the community to re-assess their needs and the style of support they might want from the Trust. We now have over 100 members.

Funding Successes

In April we were delighted to receive significant funding from both SSE Griffin and Calliachar Community Benefit Fund and the Gannochy Trust, which enabled us to employ, on contract, our Community Connector. We have also received very welcome funding support from PKC CLLD fund, Basil Death Trust and Pitlochry Enchanted Forest Community Fund. Our Community Connector, Beth Taylor, has engaged with a wide variety of community groups, and while she has been able to assist many, demand still outstrips our capacity.

The “Community Fayre” in June

For National Volunteer week we organised a “Community Fayre” in June, where over 30 community groups came to display their work, engage with each other and to recruit volunteers. Feedback was very positive on the day with the Trust clearly seen as having a role of enabling community groups to do something that they would otherwise have been unable to do.

Community Consultation - The Big Place Conversation

Together with PKC (Perth and Kinross Council), we coordinated community participation in The Big Conversation, part of the consultation period for revision of the PKC Local Development Plan. We expect PKC to share the summarised results with us before the end of the year, which will be helpful to see whether perceived needs have changed from those stated in the Community Action Plan of 2022.

“Open Night” in September with our Partnership Groups

With our Community Connector, supported by Trustees, continuously engaging with the community, we have striven to raise awareness of the Trust. We saw this at our Open Night in September, where there was quite a “buzz” in the room. The local groups with whom we have built partnerships - Housing Action, Station Action, Paths and Nature, Care in the Community, and the Craft Collective - all had stands, and many new faces came through the door to find out what we were doing.

Support for the activities of others

We have throughout the year been building positive relationships and getting support from a variety of departments in Perth and Kinross Council, PKAVS, DTAS/COSS and neighbouring Development Trusts. This has helped us to help others, largely through the office of our Community Connector. To pick some examples: We have been able to support a successful application by Mike Silburn to design and build an accessible path from the North Car Park to the Cross with path construction anticipated to be underway by the middle of next year. Our Community Connector has worked with volunteers to plan and facilitate 7 daytrips for elderly residents within the area. We have promoted local events such as the Living History weekend organised by the Archives Museum, monthly Repair Cafes, performances by the Birnam Institute Players and the Birnam Book Festival. And we have provided assistance to the setting up of a First Responders Unit which hopefully should ‘go live’ by the end of this year.

Thanks

I’d like to wholeheartedly thank the following without whose dedication we would have struggled to achieve what we have:

Adrian Blundell and Craig Ross, Trustees, whose determination ensured we got off to an organised start,

My fellow trustees, Jan Silburn, Lachlan MacEwan, Kathy Burns and Jane Bremner, whose commitment, patience and teamwork has set the tone of a Board of Trustees that can deliver,

And to our Treasurer, Stuart Paton, for keeping our accounting clear, transparent, and in line with our policies.

To Beth Taylor, our hardworking Community Connector, who has brought a level of skill to our Trust that is invaluable, and who in addition to what we can pay for, has spent many voluntary hours supporting members and groups in the community.

To Catherine (Cat) Gordon from Perth and Kinross Council Communities Team, who gave us such good guidance in our early days, and remains a source of connections and information,

And to our many active supporters, leaders, and members of a wide variety of Community Groups, with whom we have had been able to do things together.

What are our challenges?

There is much still to do. Looking forward, our partnership groups, for instance Housing, are going to need more Trust involvement as their Affordable Housing project matures. We also need to build our website, to make our presence more widely felt. It is possible that we may be involved in writing the Local Place Plan with PKC, and to do this we need to find out more about what our younger people want (school age and also the 18-30 age group). We do need to explore the potential to reach at least partial self-funding to underpin our future.

The role of our Membership

Whilst we have done all this, our path forward will continue to be driven by what the community want and need. To make sure we stay on the right track, please do keep telling us what your priorities are.

Email: dbdcdt@gmail.com

3. TREASURER’S REPORT

Financial Overview: 21st November 2023

Notes

1. The accounts have not been formally audited as this is not required until the period ending 31st December 2023 with the accounts submitted to OSCR by 30th September 2024.
2. Financial procedures were approved by the Trustees in May 2023. Accounts are on a cash basis.
3. A 2023 budget and 2024 forecast was agreed by the Trustees on 5th June 2023.
4. £7,125 was transferred from the predecessor PH8 Group to the Development Trust. These funds were from a variety of sources but largely PKC.

Summary of Accounts from inception, 29th November 2022, to end October 2023

Expenditure

Community Connector	Events/ meetings	External Conferences	Admin	Other	Total
£21,325	£1,674	£119	£1,123	£288	£24,529

Income: £43,465

PH8 Group: £7,125; SSE Griffin: £12,500; Gannochy: £12,000; PKC: £7,840; Enchanted Forest: £1,000; Basil Death: £3,000.

Note that income is greater than expenditure due to Griffin and Gannochy funding being paid in advance for the period to April 2024.

Ringfenced income: £3,640 (workshops and other events with Growbiz)

Committed Future Income: £12,500 from SSE Griffin in May 2024

Applications: £51,000 from Gannochy for 3 years from April 2024 (grant committee 14th December 2023.)

Budget

The budget is tracked by Trustees at each meeting. Currently, we have a surplus of c.£3,000 against budget. However, this could be used to meet a budgeted minor shortfall in April-May 2024 before the 2nd tranche of Griffin money is received.

The Trustees are required to approve a 2024 budget in December.

4. AMENDMENTS TO THE CONSTITUTION

The following amendments, having been suggested by DTAS (principally for the purpose of ensuring that the Trust remains completely in control of resident members of the community), were advertised in advance to members, and put before the meeting. All were passed unanimously.

Para 30. (a)

Add "iii) the category of membership within which they fall"

Change Clause 56.

From: "Subject to clause 57, the quorum for a members' meeting is 25 Ordinary Members, in person or by Electronic Communications. This number includes Ordinary Members, who may at the same time be Trustees, and those Associate Members who are at the time serving as co-opted Trustees."

To: "Subject to clause 57, the quorum for a members' meeting is 25 Ordinary Members, in person or by Electronic Communications. This number includes Ordinary Members, who may at the same time be Trustees."

Change Clause 57.

From: “For the avoidance of doubt, other Associate Members and Junior Members shall not be counted in determining whether a quorum is present at any members' meeting.”

To: “For the avoidance of doubt, Associate Members and Junior Members shall not be counted in determining whether a quorum is present at any members' meeting.”

Change Clause 61.

From: “Every Ordinary Member, including those who are also Trustees, and each Associate Member who has been co-opted as a Trustee, has one vote, which must be given personally. For the avoidance of doubt, a vote given by a member participating in the meeting through Electronic Communications will be taken to be given personally for the purposes of this clause.”

To: “Every Ordinary Member, including those who are also Trustees, has one vote which must be given personally. For the avoidance of doubt, a vote given by a member participating in the meeting through Electronic Communications will be taken to be given personally for the purposes of this clause.”

Change Clause 75.

From: “The minimum number of Charity Trustees is 5.”

To: “The minimum number of Charity Trustees is 5, of whom a majority must be Ordinary Members.”

And not requiring Members approval, but for information.

Clause 4. Change the email address from “ph&communitymatters@gmail.com” to “dbdcdt@gmail.com”

5. THE ELECTION OF TRUSTEES

Trustee Adrian Blundell is standing down,
Trustee Craig Ross is standing down,

Existing Trustees indicating their wish to continue to serve are,
Jan Silburn,
Kathy Burns,
Jane Bremner,
Lachlan MacEwan,
Norman Grieve.

Persons who have put themselves forward to become Trustees, according to the rules,
John Gilruth (proposed by Nicola Herbertson, seconded by Alasdair Wylie)
Kirsty Binnie (proposed by Alasdair Wylie, seconded by Jane Bremner)
Anne Cameron (proposed by Mike Silburn, seconded by Craig Ross)
Roseanna Preston-Jones (proposed by Jan Silburn, seconded by John Gilruth)

There being a total of nine persons standing as Trustees, and this being less than the maximum number which is 12, according to the rules all are hereby adopted as Trustees. We wish them every success. Stuart Paton agreed to continue as Treasurer.

CLOSE

Minutes taken by Jan Silburn, Deputy Chair, and signed by Norman Grieve, Chair