

## Minutes of DBDCDT Board meeting Number 13

4<sup>th</sup> December 2023,  
at CIC, Lagmhor, Little Dunkeld.

**Present:** Norman Grieve (**NG**) (Chair), Anne Cameron (**AC**), Lachlan McEwan (**LM**), Jan Silburn (**JS**) Beth Taylor (**BT**), Jane Bremner (**JB**) (Minutes), John Gilruth (JG), Stuart Paton (**SP**) Kirsty Binnie (**KiB**), Roseanna Preston-Jones (**RPJ**)

**Apologies:** Cat Gordon (**CG**), Kathy Burns (**KB**),

**Minutes** for 6<sup>th</sup> November 2023 proposed by **JS** and seconded by **LM**

### **Matters arising from Minutes.**

No actions to discuss.

**New Trustees:** Kirsty Binnie, Anne Cameron, Roseanna Preston-Jones and John Gilruth were welcomed to the Trust board. **Stuart Paton** was co-opted as a Trustee.

**Selection of Office Bearers** – the following agreed to take up the positions stated.

**NG** - Chair

**JS** - Deputy Chair

**JB** – Secretary

**SP** – Treasurer

### **Finance**

**SP** reported that not much had changed since the AGM in November. The present budget covers the period until May 2024. A new budget needs to be approved and **SP** will send a draft to all trustees **Action**.

A decision regarding 3-year funding from the Gannochy Trust is expected very soon.

As the Trust is a Registered Scottish Charity it is regulated by OSCR and an annual report has to be submitted by 31<sup>st</sup> December 2024 **Action**

**NG** to organize the changeover of signatures from Craig Ross to **JB** with the bank. **Action**

**SP** explained that the goal was for longer term sustainability of income for the trust.

After 2 years of working for the Trust **BT** will be entitled to Employment Rights and could then become employed by the Trust.

### **Care Group.**

**JG** reported that there will be funding for a 2 day/week position from the PKC Employment Fund. The person employed will promote and support people in the community who want to become Personal Assistants or Befrienders.

The Trust has written to accept the responsibility of being the employer of such an individual, and has completed an MoU with the Care Group.

### **Community Connector**

**BT** explained her role to the new trustees.

**JB** will meet with her to discuss the role of secretary. **Action**

## **AOB**

A list of jobs to be completed by the Trust was identified and Trustees volunteered for the responsibility for each of these (see Addendum 1). In the spirit of delegation, it was agreed that the leader for each one will decide on the method of completing the job.

Interim reports of progress will be provided to the other trustees.

Help will be available from other trustees as required.

An Action Plan should be made for each task with a time-line depending on the required work.

**Action (all trustees)**

A discussion was had regarding the mis-conception of some members of the community about the involvement of the Trust/HAG with the Atholl Estate's proposal for the Haughend development of 69 new houses. The estate have offered 23 serviced plots to be given to the community for affordable housing. This has nothing to do with the work being done by the HAG who are working with the PKC and the Housing Community Trust to identify possible plots in D&B for affordable housing. There are strong feelings in the community about the Haughend proposal and there will be a community meeting regarding the development on the 17<sup>th</sup> January. It was agreed that members of the Trust and HAG will be part of this – but will not be the organisers.

A Newsletter will be distributed to all members of the Trust to briefly update the progress of the Housing Group in identifying areas of land within D&B – excluding Haughend- that have been identified by the PKC for possible feasibility surveys and will include a statement from the Trust that there was no relationship or consultation between the Atholl Estate and the Trust or the HAG.

**Action (NG/BT)**

The meeting ended at 21.20 pm.

**Date of next meeting:** 8<sup>th</sup> January 2024 at CIC, Lagmhor, Little Dunkeld.

## **Addendum 1 Roles to be completed by the Trust**

- Build and manage a website (**RPJ** and **AC**)
- Increase our hit-rate/presence on social media (**RPC** and **AC**)
- Lead Operational Fund-raising (**SP** and **KiB**)
- Custodian of Trust Documentation (**JB**)
- Minute writing of Board meetings (**JB**)
- Lead engagement of school children (**KB** and **KiB**)
- Lead engagement of young persons (18-30) (**AC** and ?paid assistant?)
- Treasurer, Financial controls and Reporting (**SP**)
- Lead Capital Funding programme - Scottish Land Fund/National Lottery and others **SP/BT** and **KiB**)
- Lead Local Place Plan development and interaction with PKC (**JS**)
- Lead Liason with partner groups:
  - Care Group – **JG**
  - Housing Group – **JB**
  - Station Action Group – **LM**
  - Paths and Nature – **JS/SP**
  - Craft Collective (**BT**)
- Communications Lead (newsletters, Bridge articles etc) (**NG**)
- Manage Care Group employee contract (**JG**)
- Manage Community Connector contract (**NG**)
- Risk management and contingency plans (**JG** and **NG**)

- Membership recruiter (**all Trustees**)
- Record Keeper of membership (**JB**)
- Events leader (**BT**)
- OSCR Regulatory Compliance Plans (**NG** and **SP**)
- Facilitate Trustee training and learning (including practice from other Trusts (**BT**))
- Banking operations (**NG**)
- Develop relationship between local businesses and the Trust (**LM, RPJ** and **BT**)
- Develop the possible methods for self-funding (**KB, SP** and **BT**)