

## **Note of DBDCDT Board / PH8 Steering Group Meeting**

16th January 2023

7:00pm - Co Working Space

**Apologies:** Stuart Paton (SP), Jan Silburn (JS) and Mike Silburn (MS)

**Present:** Beth Beazley (BB), Kathy Burns (KB), Cat Gordon (CG), Norman Grieve (NG), Lachlan MacEwan (LM), Stewart Pritchard (SPr) & Craig Ross (CR)

### **1. Apologies**

As listed above.

### **2. Minutes and matters arising not covered elsewhere**

The Minutes from 05.12.22 were proposed by CR and seconded by LM.

Outstanding Action Points were identified:

**Action:** NG to speak to Adrian Blundell again and establish what correspondence is appropriate to his role of silent Trustee **By Date: Next Meeting on 06.02.23**

**Action:** BB to look into GDPR training for all Trustees **By Date: Next Meeting on 06.02.23**

**Action:** BB to amend cover note explaining what DBDCDT is and it's key areas of focus with an explanation of membership **By Date: Next Meeting on 06.02.23**

**Action:** BB to speak to BRDT and DTAS regarding best practice for communications vetting strategies. **By Date: Next Meeting**

**Action:** CR to circulate Code of Conduct to all Trustees **By Date: Next Meeting on 06.02.23**

NG gave a brief overview of the previous meeting and SCIO status.

SPr was present to represent the Environment Group and was keen to discuss the drafted Volunteer Policy (see Project Updates).

No other matters arising.

### **3. Finance Report and any actions / approvals required**

Discussion surrounding current financial position and impact on Community Coordinator role. Current funding is only sufficient for one more month's freelance work. CG mentioned that Pitlochry DT have acquired funds for two part time roles.

**Action:** BB to contact Sharon Rice-Jones at CLLD for support and advice on appropriate funding **By Date: Next Meeting**

Discussion around recent application to The Fore.

**Action:** ALL Trustees to be aware of the need for funding and to share any opportunities they find **By Date: Ongoing**

Current funding applications in progress are for Griffin Callacher and Gannochy Trust.

**Action:** SP to continue these applications and share with Trustees in advance of submission dates **By Date: 31st January 2023 (Griffin) and 3rd February 2023 (Gannochy)**

#### 4. Updates on Projects

- **Housing Group**

Brief update by CR. The Housing Group are pursuing a Community Asset Transfer (CAT) of Jubilee Park with the intention to build houses as well as improve park and protect sledging hill. A Declaration of Interest will be made once PKC respond to initial contact. Mary Arnold Forster Architects gave a presentation on their work and possible ideas for development at Jubilee Park. This will be discussed in greater detail at the next Housing Meeting on 23.01.22.

- **Craft Collective**

Brief update by KB. The Craft Collective held a meeting with James Gardiner from PKC to discuss the CAT of the derelict site in Dunkeld. Their next steps are to conduct a Feasibility Study and to meet with architects to discuss possible plans. There will be cost implications to the Feasibility Study and the Craft Collective will require support and input from DBDCDT at this stage.

**Action:** NG, BB, JS & LM to lend support as required **By Date: When required**

- **Path between North Car Park and Archives**

MS and representatives from DBDCDT met with Tayside Contracts (09.01.23) and Paths For All (10.01.23) for a site visit to discuss potential work and funding avenues. MS will continue to move forward with this project and call upon DBDCDT for support as needed.

- **Arboretum**

NG gave an update on the project to date. NG and LM met with Forest Land Scotland in October 2022 to begin initial discussions. There are several ideas about how the Arboretum could develop.

- **Paths & Environment Group**

SPr gave a brief summary of work carried out by the group to date. A number of paths have been cleared already and the group have further plans for the future which DBDCDT may be able to enable.

**Action:** SPr to submit a proposal of what their plans are and how DBDCDT can support this **By Date: Next Meeting on 06/02/2023**

#### 5. Communications and Membership Recruitment

**Recruitment** - currently approx. 40 members. More members to be recruited. Discussion around grounds to refuse membership as per Clause 25 in Constitution.

**Communication** - Discussion around most appropriate methods of communication. Regular updates were agreed.

**Action:** NG to write brief monthly updates for the Bridge & Quair Newsletters **By Date: Ongoing**

**Action:** BB to find out copy deadlines for publications and share with NG **By Date: Next Meeting on 06/02/2023**

**Action:** NG to write brief note to members **By Date: Ongoing**

## 6. Policies & Procedures

Discussion around draft policies and how to progress these. All Trustees to first read, comment and approve each policy. Any amendments should be sent via email and should be cross referenced with the Constitution. Policies for approval currently are:

- A. Safeguarding
- B. Complaints
- C. Data Protection
- D. Volunteering

**Action:** NG & LM to rewrite Volunteering Policy **By Date: Next Meeting on 06/02/2023**

**Action:** ALL to read, comment and approve current DBDCDT policies **By Date: Next Meeting 06/02/2023**

## 7. Next Meeting

Monday 6<sup>th</sup> February 2023 at the Co Working Space 7pm

Meeting finished at 9.30pm