

Minutes of DBDCDT Board meeting Number 17

1st April 2024,
at CIC, Lagmhor, Little Dunkeld.

Present: Norman Grieve (NG) (Chair), Kathy Burns (KB), Anne Cameron (AC), Lachlan McEwan (LM), Beth Taylor (BT)(minutes), Jane Bremner (JB) (Minutes), John Gilruth (JG), Roseanna Preston-Jones (RPJ) Jan Silburn(JS)

Apologies: Kirsty Binnie (KiB), Stuart Paton (SP) Cat Gordon (CG)

Minutes accepted for 4th March 2024 proposed by JG and seconded by JS

Actions arising from Minutes.

- Sub-groups are all working on their individual projects **Ongoing**
- Report to Gannochy to be completed BT to organize **Ongoing**
- BT continuing to liase with designers for the Path group **Ongoing**
- JS organizing group to discuss the setting up of the Local Place Plan with the help of BT and RPJ **Ongoing**
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Finance

SP was not present. Finance report shows that everything is up to date for payments.

Money has been received from PKC. This will cover the Care Group's financial requirements until 23rd May.

Paths Group has received from the PKC.

It was suggested that the Trust could consider getting a bank card which would make on-line payments easier. SP, BT and NG to discuss. **Action**

Community Connector

BT sent her monthly report to all trustees.

Hall is booked in Birnam Arts for Open Day on 18th April from 2.30 - 6.30pm. All available trustees will help set up hall on the day.

This has been advertised on Facebook and Posters will be put up around D&B 2 weeks before the event.

Membership Forms will be available at the event.

NG will send newsletter to all members to include information about : funding; Website; Care Groups and Issues on Haughend and Housing. **Action**

Website

RP is now ready to launch this but it needs a test-period for trustees to explore and report back to her. Proper launch day will be on the day of the 18th April (Open Day).

All bios need to be sent to her asap.

A 'Donate' button will be a feature of the Website - RP to arrange with SP **Action**

Haughend Discussion

NG stated the need for confidentiality regarding the finances involved around Haughend and a potential Expression of Interest (Eoi). Trustees agreed that they have signed a Code of Conduct which stipulates confidentiality around Trust matters, this was felt to be sufficient.

Action - NG will write a confidential report to Trustees detailing the finances involved in a potential Haughend development in partnership with Atholl Estates. This would form the basis of a Business Plan should the decision be made to go ahead.

Care Group Update

1. PVG Checks - Personal Assistants will need to be PVG checked and therefore an approved signatory is required to act on the behalf of the Care Group. JG raised whether DBDCDT may wish to propose a Trustee to fulfil this role, which could be useful for the Trust also. AC offered to help if necessary. **Action - JG and BT** to check process and best arrangements for this and report back.
2. Befriending- Our current insurance cover does not provide cover to Befrienders or volunteers who support groups where a Trustee or employee of the Trust is not present. This presents an issue for the Care Group and its activities. JG raised that a separate policy could be adopted to cover the Befrienders but highlighted that the Trust may want to consider changing its policy too. **Action - BT** to speak to DTAS regarding policies that might be suitable and any discounts available to DTAS members. NG stated that the Trust would need to have a Health & Safety Policy in place once there are more than 5 employees. **Action NG and JG** will meet to discuss a H&S Policy.

Local Place Plan

General discussion around the possibility of DBDCDT compiling a Local Place Plan (LPP) and whether there is enough enthusiasm and willingness to undertake this body of work. NG highlighted that we received feedback from DTAS that we should be cautious about the need to write a LPP. **Action - BT** To share examples of LPPs from other Trusts with Trustees.

Next Meeting - 6th May 2024, 7.00pm Co Working Space

AOB

LME enquired about Trustee access to the Googledrive. This was something which had been discussed previously at a past meeting. LME explained that it would be helpful to be able to access policies, minutes etc more readily. **Action - BT** to check how best to facilitate access to the Googledrive for Trustees.

General discussion around DBDCDT Minutes and public access to these. RPJ enquired about AGM Minutes and meeting Minutes being hosted on website. It was agreed that Minutes should be made available on the website but that they would need to be checked for any confidential material first. **Action - JG** offered to vet previous Minutes so that they can be uploaded to the

