MINUTES of a **BOARD MEETING** of the **STANLEY DEVELOPMENT TRUST** held in the Village Hall on 6th December 2017 at 7 pm.

PRESENT: Anne Sweet (Chair), Fiona Lough (secretary/ minutes), Chris Leakey, Jo Hardy, David Trevallion, Mary Wyllie, Laura Baird, James Brown, Morag Roberts

APOLOGIES: Phil Clark , Gillian Scotland

INTRODUCTION: The chair welcomed the directors to the meeting. Welcome to new board member Mary Wyllie We celebrate 5 years of Care and Wellbeing Project and Laura Baird as Project Coordinator.

DECLARATION OF INTEREST: None

MINUTES OF PREVIOUS MEETINGS: The Board approved the minutes of the meetings held on the 2nd August 2017 and 4th October 2017.

ACTIONS FROM THE MINUTES OF 4th Oct:

Actions Status from MINUTES of **BOARD MEETING** of the **STANLEY DEVELOPMENT TRUST** 4th October 2017		
Action	**Against**	**Status**
15th December 2014		
Cairn on Sheil Hill planning and refurbishment	JB to ask MB	Superceded by 2/8/17
2nd August 2017		
Look in to Quickbooks', 'Sage' and 'Xero'	DT and PC	done
Decide what needs to stay on dropbox	ALL	ongoing
Send record of volunteer hours by email to broker@stanleydevelopmenttrust.org	ALL	ongoing
Councillor Jarvis has been away, invite to meet SDT on her return.	FL	done
Ask working groups if they would like additional email address with @stanleydevelopmenttrust.org	DT	only treasurer, chair requested done
Cobbles at Sheil Hill	JB to ask MB to follow up with I+H Brown	ongoing
check path agreement re Sheil Hill path fence	Now against AS	ongoing
Continue discussion with Steven Simpson - about grass on first field on the Ballathie path	FL	ongoing
Maintenance to santa lights needed	MB and PC	done
4th October 2017		
Invite speakers and guests to AGM	FL	done
Working group to form and to revise data protection policy	FL, LB, DT and others	ongoing
Transfer men's shed money to their new bank	DT	done

account.		
Report to Community Council Meeting	MB and LB	done

FUNCTION UPDATES:

TREASURERS REPORT

Accounting software not to be purchased just now, not necessary for what we do.
Check on progress of cheque sent to the men's shed **DT**
OSCR return has been made.
Council has requested financial info for CWB for this year for Friday 15th December **DT**

SECRETARY'S REPORT:

A thank you card was received from Liz Myhill and Chris Leakey for the wedding gift from the SDT board.
The membership list has been updated follwing correspondence at the time of the AGM.
A member who has moved to Murthly will be made an Associate Member under article 5 of our Articles of Association, this will also be done for a Timebank member that has moved to Bankfoot. **FL**
Timebank members have to be resident in our postcode areas, the individual circumstances for the above member will be reviewed **brokers**
12 new member applications were approved (Article 10), 10 of these have joined via the Timebank.
STARS chairperson Derek Wilkie has moved from Stanley, STARS does not meet just now.
AGM feedback was overwhelmingly positive, next year we should allocate less time to presentations and more time to questions after each section while in the large group rather than informally afterwards.

Data protection Policy

We must comply with GDPR from 25/5/18
FL and LB attended at training day with PKAVS
A working group **DT, LB, FL and MR** will meet in January to update data protection policy and application forms etc.
The problems with Dropbox being too full continue, the issue of secure data storage will also be addressed by the GDPR working group. Suggestions include One drive JH, buying some cloud stoage MW and pay for a bigger dropbox LB.

Organising Future Board Meetings

minutes CL/ FL, if somebody does minutes thay cannot also chair.
Chair PC/AS/CL/FL, there have not been any volunteers for chair and no complaints about how it is running just now, NB there is increased workload for secretary.
In the long run according to our Articles of Association (105) we could consider employing a company secretary but not a chair. This may be appropriate as some projects become bigger.

CLUSTER UPDATES:

Care & Wellbeing:

LB gave an update.
Scottish Power Foundation funding bid was unsuccessful.
The annual CWB evaluation is completed and sent to PKC it is in dropbox, **LB** to email to MR
Apply to the council for new funding for another year **LB** They are improving and standardising the reporting and monitoring from groups.
Befriending - all requests and referrals are now receiving support.
Men's Shed have been offered temporary use of tennis club house site, need planning permission, pre planning application made, constructive meeting with neighbours in West Park.

Stanley Community Hub:

LB, JH and JB gave an update.

Application made to Big Lottery who have referred us to Scottish Land Fund who assigned us an advisor.
We will review the options for management again and discuss further as a board to clarify which questions we have. **ALL** to engage with options paper from **hub working group**. **LB** to invite Land Fund advisor to meet us in person or via video link to answer our questions. Suggest at 7th Feb board meeting.

Football Pitch - amatuer and youth football team intend to start up for 2018-2019 season – met PKC greenspace for advice. Application being made to SUEZ for funding for football pitch repairs in partnership with PKC who own the land. Application supported by councillors, FOSPS, community council. SDT to apply to CECF for part of the funding. The board agreed that SDT should negotiate a long free let for the pitch.

Paths:
CL and FL gave update
We looked at the updated drawings for Sheilhill Cairn plaque. Liz is offering to do more detailed drawings of swifts, salmon, owl and stag.
The board really like the art work Liz has done and agreed to ask her to redraw the swifts, ask Ian Kirkwood to put them in to the drawing for no extra cost, and to pay the invoice for £312 to Ian Kirkwood.
The board discussed the options for materials for the sign, and different quotes. The board agreed to the stainless steel option from Sign industries - £766.70 & VAT. Based in Forfar.
PR and CL to get sign industries to make the plaque and enquire about how it will be fixed in place.

CECF gave us an extension to spend the final part of the Sheilhill drainage and resurfacing money until March 2018. **FL** to confirm figure and **CL and JB** to make purcheses, keep the items at home of MR.

ANY OTHER BUSINESS:
Volunteers to represent SDT at Community Council Meetings 7pm Village hall on Tuesdays
9th January JB
13th February PC

DATES OF NEXT MEETINGS:

Agree board cycle on dates avoiding school holidays.
Feb 7th 2018.

Fiona Lough
Secretary
Stanley Development Trust