MINUTES of a **BOARD MEETING** of the **STANLEY DEVELOPMENT TRUST** held in the Village Hall on 9th November at 7 pm.

PRESENT:

Munro Gauld	Chair
Laura Baird	
James Brown	
Fiona Lough	secretary and minutes
Anne Sweet	
Gillian Scotland	
Phil Clark	
David Trevallion	
Jo Hardy	

APOLOGIES: Mike Baillie
Chris Leakey

INTRODUCTION: The Chair welcomed the Directors to the meeting.

DECLARATION OF INTEREST: None

MINUTES OF PREVIOUS MEETING: The Board approved the minutes of the meeting held on the 5th October 2016.

ACTIONS FROM THE MINUTES:

Actions Status from MINUTES of **BOARD MEETING** of the **STANLEY DEVELOPMENT TRUST** 5th October 2016		
Action	**Against**	**Status**
15th December 2014		
Cairn on Sheil Hill planning and refurbishment	JB/MG	Ongoing
3rd Feb 2016		
Continue review of internal financial policy procedures (incl OSCR info)	DT	done
Explore provision of meals-on-wheels service	LB & JH	Ongoing
6th April 2016		
Forecast budgetary considerations for employment of officer beyond April 2017, including pension payments.	DT	done
Raise issues re future budgeting for officer post with PKC.	PC	done
Contact NHS Trust re future budgeting for officer post	MG	Ongoing
Maintain contact with St Columba's church regarding way forward with Sports Hub	MG	Ongoing
1st June 2016		
Sports hub gvt/mgt: Prepare options paper for discussion amongst directors	LB	Done/ Ongoing
Playing field: Potential for improvements and funding to be investigated	LB	Ongoing
3rd August 2016		
Directors to add hours of volunteer work (let Fiona know)	All	Standing action
Check accounts re payments for meetings in the hall	DT	Done
If any budgets required for forthcoming year, let David know ASAP	All	done

Ask for copy of video from upcoming Life Changes Trust visit	AS	Done (but not received yet)
5th October 2016		
Progress purchase of new strimmer. JB to talk to MB & Pete.	JB	ongoing
Munro to send minutes for recent Highland Perthshire Community Partnership	MG	ongoing
Ask community council if they would like to receive copies of our minutes.	PC/ FL	done
Confirm date for community update event on sports hub study.	LB	22/1/17 TBC
Upload any photos and any presentations for projection at the AGM to dropbox/email Fiona. Submit ideas for side event / talks at AGM	All	ongoing
Confirm timing of process to approve annual report before AGM	DT	done
Get in touch with relevant stakeholder contacts with annual report before the AGM.	All	ongoing
Function/cluster leads to provide updates on their areas	All	ongoing
Finalise, add logo and send letter with comments to PKHT	CL/FL	done

CHAIR'S REPORT: See annual report

FUNCTION & CLUSTER UPDATES:

Annual report was agreed by the board. Send to independent examiner **DT**
Before the AGM send annual report to stakeholders, email Bcc
Send annual report to EMA architects **FL**
Send/ give annual report with personal email/ message to those on stakeholder relations list. **All**

Invitations to AGM. Bill Atkinson **LB/ PC**
Community Council **FL**
Village hall **JH/ MG**
All councillors **FL**

AGM refreshments, Mince pies (don't buy until after the light switch on) and tea/coffee
Ask TB volunteers to help with tea and coffee **FL/ brokers**

AGM presentations to Fiona/ to drop box use Laura's laptop and SDT projector.
CWB including TB , lunchclub etc **LB**
Orchard **CL**
Oil buying **DT**
Cycle path / paths and walks **FL**
Mens shed **PC**
Sports hub - advertise 22nd Jan event **LB**
Directory for those who don't have one **PC**

AGM, non members welcome to see what is happening./ hear speakers. People who wish may join on the night.
Include on poster **FL**

Fiona and Munro talk to community council about meeting PKC planners and asking for a presentation about the masterplanning process. Overview for general public 10

mins presentation. **MG/ FL**

Updated Internal financial controls policy approved by board.

Care and Wellbeing Project update
Core funding agreed for this year
Winter watch being launched again for this winter
Lunch club 1st birthday on 30th Nov, guests who have helped invited, press release **LB**
Advertise winter watch at lunch club

Falls awareness session for volunteers upcoming

Sports Hub update on progress, meeting planned on Jan 22nd 2017. subject to availability of hall etc.
Options paper on governance and management to be discussed again in Feb 2017

Stanley - Luncarty Cycle Path final report due to be received on 11/11/16

ANY OTHER BUSINESS:

Update from 8/11/16 Community Council Meeting (LB and JH)
Next Community council meetings Dates 10/1/17 PC
14/2/17 MG, 14/3/17 JB

DATES OF NEXT MEETINGS:

Wednesday 7 December 2016 AGM (Large Hall)
Wednesday 1 Feb 2017
Wednesday 5 April 2017

Fiona Lough
Secretary
Stanley Development Trust