	MINUTES of a **BOARD MEETING** of the **STANLEY DEVELOPMENT TRUST** held in the Village Hall on 13 June 2018 at 7 pm.
PRESENT:	David Trevallion (Chair) Fiona Lough (Secretary) Anne Sweet (Minutes) James Brown Morag Roberts Mary Wyllie Laura Baird (Project Co-ordinator)
APOLOGIES:	Phil Clark Jo Hardy Chris Leakey Gillian Scotland
INTRODUCTION:	
DECLARATIONS OF INTEREST:	None
MINUTES OF PREVIOUS MEETINGS:	The Board approved the minutes of the meeting held on the 18 April 2018.
ACTIONS FROM MINUTES OF 18 April 2018	

	Actions Status from MINUTES of **BOARD MEETING** of the **STANLEY DEVELOPMENT TRUST** 7th fib 2018		
		Against	**Status**
	Standing actions		
	Decide what needs to stay on dropbox	ALL	Ongoing
	Send record of volunteer hours by email to broker@stanleydevelopmenttrust.org	ALL	Ongoing
	2nd August 2017		
	Continue discussion with Steven Simpson - about grass on first field on the Ballathie path	FL	Ongoing
	4th October 2017		
	Working group to form and revise data protection policy	FL, LB, DT and MR	Complete
	6 December 2017		
	2 members who have moved house will be made Associate Members	FL	Ongoing
	7th February 2018		
	Set up simple kitty to cover mileage expenses for summer for walking group	AS and DT	Complete
	Explore ideas for an event to celebrate 5 years of time-banking and 10 years of the trust anniversaries	GS (action passed to LB)	Ongoing
	Explore options for supporting start-up for possible breakfast club at the school	GS	Ongoing
	18 April 2018		
	Forward the contact details to FL for the PKC homes for 10 welcome packs	JB	Complete
	TBUK software, new version of Time on Line will comply with GDPR, time brokers to shift over to the new software.	FL and VA	Ongoing

	Care & Wellbeing working group members to meet informally to introduce MR to the role	LB, PC, JH	Ongoing
	Consider recruiting more members/directors with specific skills for the working groups	ALL	Ongoing
	Path group to re-establish contact with Luncarty Community Council now that new members have joined	FL	Complete
	Gowrie Quarry development owner and agent wish to meet to discuss the cycle path – arrange meeting time	FL	Complete
	Storage of new tools to be arranged	MR and JB	Ongoing (partly done)
	Make a list of which tools we have and where they are stored based on the invoice list	MR	Ongoing
	Problem with one strimmer from Forfar to be investigated while warranty is valid	JB and MB	Ongoing
	Maintenance of upper part of Sheil Hill path to be discussed with Steven Simpson and Mr Petrie and Gerry Harkess of Muir Homes.	FL and AS	Ongoing
	Set date for laying cobbles and renewing fence posts, and then recruit TB members and volunteers.	JB and MB then FL and VA	Ongoing (partly done)
	Check old emails for contact details of reporter who communicated with SDT when we submitted Sheil Hill planning application	FL	Complete
	Organise litter pick for 20/4/18 and a future weekend date	AS	Complete
	Saving Scotland's red squirrels would like to make a presentation in the Village Hall In April or May while the project is most active	FL	Complete
	Wills Bros Community Benefits – FL to send our Achievements and Plans to their email address	FL	Complete
	Information about the Diaspora Tapestry meeting to be sent to all of the original HES circulation list including Community Council	LB	Complete

<u>FUNCTION UPDATES</u>:

Treasurer's Report

The Trust's year end is 30 June. Draft contributions for the annual report to be submitted by the end of July. (All)

Secretary's Report

The Secretary referred to the final draft of the new Data Protection and Retention Policy which the Board accepted. New members joining the trust will be informed how their information will be used.

It was agreed that there is a need for all Trust policies to be updated on an annual basis and that this should become part of the Board cycle. A table of all Trust policies should be prepared for the 15 August meeting. (FL)

<u>CLUSTER UPDATES</u>:

Care & Wellbeing:
The lunch club is now being organised by two members of the volunteer group, supported by LB. Places on the first aid training which has been arranged for lunch club volunteers and volunteer befrienders on 6 July will be offered to Health Walk Leaders who wish to attend. It was noted that 6

July is a Friday when the health walk takes place and that not all walk leaders would be able to attend. (LB and FL)

STB membership form: the GDPR compliant version is now in use.

STB database: the demo website of Time on Line 2 (TBUK software) is now being trialled and is GDPR compliant.

PVG Disclosure: LB attended a meeting on proposed changes to the PVG scheme at Volunteer Scotland in May. The scheme, which will be introduced in 2020, will have impacts on the voluntary sector and Volunteer Scotland want voluntary organisations to think about what is involved in all of the changes proposed. Deadline for submissions to the new proposals is midnight on 18 July. LB proposed that SDT should feed in thoughts and comments via other voluntary bodies, e.g PKAVS, DTAS. (LB)

Stanley Community Hub:
The Trust has been advised to apply for full rather than outline planning permission. An invitation to tender document is being drafted for the development and construction phases of the project. Local architects will be contacted. Positive discussions have been held with potential funders for the development phase, although in some cases match funding will be required. (LB)

Some potential funders pay grants retrospectively. The Board agreed to a request from the SDT hub sub-committee to spend up to £10,000 of Trust funds to pay towards the development phase work. That sum would be claimed back from such a funder and would only be incurred if SDT were successful in its bid to the funder.

Football Pitch:
Awaiting the outcome of a bid to the CECF for reinstatement of the football pitch but it is now too late to be renovated in time for this season. There is also a need to resolve how the pitch can be kept in a condition for weekend league games when used by the primary school during the week. PKC Education Dept will speak to Greenspace about this.

Paths & Walks:
Three representatives of the SDT path group met with the new owner of Gowrie Quarry for a productive discussion about routes.

Two representatives of SDT had positive meetings with two of the contractors tendering for the A9 dualling regarding community benefits.

FL attended a 1 day training course on Bikebility CTA and is now able to do cycle training at Levels 1 and 2. A meeting will be arranged to find out whether people would support the idea of FL helping with cycle training in the village. (FL)

Litter picks took place on 20 April (18 Health Group Walkers) and on Saturday 9 June with 10 volunteers.

Three days maintenance work took place on Sheilhill Path with a total of 15 volunteers.

Red Squirrels:
Ann-Marie MacMaster, Conservation Officer (Tayside) gave a talk at the Village Hall in 16 May, attended by 27 people.

Orchard:
HES have contacted SDT about the proposed orchard proposal and remain keen on the idea. During discussions, however, it was agreed that it may be preferable to progress it in partnership with the wider re-purposing of the East Range buildings. HES hope to convene a meeting of all interested parties.

The Board agreed that at the moment, due to the number of projects which Directors are involved in, the Trust did not have the capacity to nominate a Director to take this project forward on its behalf.	
ANY OTHER BUSINESS: Discussion was held on the roles of Directors and whether some roles could be shared. Directors to decide which roles they will take on. (ALL) Morag Roberts' offer to become a Time Broker was welcomed and accepted. It would be helpful if the hub sub-committee had more people involved and it was suggested that suitable time bankers may be interested in joining the committee. (LB) An offer by Mary Wyllie to join the hub sub-committee was welcomed and accepted. Community Council Meetings: 14 August (LB)	

DATES OF NEXT MEETINGS: **15 August 2018** **3 October 2018** **7 November 2018 AGM**	

Fiona Lough
Secretary

Stanley Development Trust