MINUTES of a **BOARD MEETING** of the **STANLEY DEVELOPMENT TRUST** held in the Village Hall on **Wednesday 2 OCTOBER 2019** at 7.00 pm

PRESENT:

Mary Wyllie (Chair), Fiona Lough (Secretary), Anne Sweet (Minutes), Jo Hardy, James Brown, David Trevallion, Mark McDonald, Gillian Scotland

1. APOLOGIES:

Phil Clark, Morag Roberts, Laura Baird.

2. DECLARATION OF INTERESTS

There were no declarations of interest.

3. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 14 August were adopted by James Brown, seconded by Jo Hardy and approved by the Board.

4. ACTIONS FROM THE MINUTES

Actions Status from MINUTES of **BOARD MEETINGS** of the **STANLEY DEVELOPMENT TRUST**		
Action	**Against**	**Status**
15 August 2018		
Additional signatory for bank account. Agreed it would be James Brown; paperwork to be provided	DT	Overtaken by new AP
5 June 2019		
Policy on Lone Working to be drafted	LB	Done
MM to be set up to access the Trust's Facebook page	DT	Overtaken by new AP
14 August 2019		
Annual report contributions to be sent to Treasurer	FL, MW, MM	Done
Post on SDT facebook page that 15 new members have joined the Trust and encourage others to become members	LB	Done
Chair's bullet points to be circulated to all SDT members	FL	Done
Community Hub architect to be invited to give a presentation at SDT AGM in November	JH	Done
Contact invested groups re display table at AGM	FL/AS	Overtaken by new AP
PKC Greenspace ranger to be contacted re loan of equipment. FL to supply ranger's name.	JB/FL	Done
Draft response to Muir Homes planning application between Duchess Street and Perth Road to be drafted	MW	Done
Liaison with MW re the proposed route for the cycle path within the Muir Homes current planning application	MM	Done

5. CHAIR'S REPORT

The Chair welcomed two new potential Board members to the meeting.

6. FUNCTION UPDATE:

Comprising:

Treasurer Report (p)

- Annual Report – the report was submitted to Morris & Young and comments received in relation to the accounts section. Corrections have been made and the report re-submitted for final approval. The report was approved by the Board.

- Use of restricted funds – funds used for the continuation of projects outside of restricted funds have now been received and allocated back to restricted funds.

- The treasurer noted his intention to stand down from the Trust at the AGM in November. The Board agreed that when a new treasurer is appointed arrangements should be made for James Brown and Anne Sweet to become additional signatories for the Trust's bank account. **AP – Treasurer to provide paperwork.** The Board also agreed that the registered office for SDT would be changed.

Secretary Report

- 5 new members have joined the Trust since the meeting in August.

- Updating Policies – the Lone Working Policy drafted by LB was proposed by Fiona Lough, seconded by Mark McDonald and approved by the Board. All policies are now up to date.

- Planning for AGM – Lee Boyd Architects have accepted an invitation to give a presentation on the Community Hub project. It was agreed that an information table highlighting the range of activities that it was hoped would take place, along with the plans, should be displayed. As well as members of the Trust it was agreed that invitations be extended to:

  Invested partners – **AP – Hub Group**
  Muir Homes (David Scobie or representative), Balfour Beatty (Duncan Gardiner), PKC (those involved in the C&W Project), Head Teacher Stanley Primary School (invite to be delivered by MW), Friends of Stanley Primary School, Community Council, PKC Councillors Laing, Jarvis and James), Bishop of Episcopalian Church and local businesses. **AP – FL**

  Short presentations on Trust business would be given by:
  Introduction – MW
  Finance - DT
  Care & Wellbeing – LB
  Stanley to Luncarty Cycle Path – MM

7. CLUSTER UPDATE:

Care and Wellbeing Report (LB) (p)

- Funding for the project has now been received from PKC with a request for a meeting. Meeting to be arranged when PC returns from leave.

- Timebank **–** 2 new members have joined. Membership remains steady with 89 individuals and 8 groups.

- Befriending Service – 3 people currently receiving support and one on the waiting list.

- Stanley Lunch Club – 47 names currently on the lunch club register. It is hoped to recruit a few more volunteer drivers. A meeting was held with a representative from Balfour Beatty regarding 2

Christmas lunches and 2 other social events for Stanley. It was agreed to hold a strawberry tea in summer 2020 and an event of in February 2020. BB's budget is £2,000 across all 4 events.

- SHARE Festival Strathmore & Highland Wellbeing Events – the Knit and Natter group, stitchers, crafters and the Health Walk Group participated in events at the Mill hosted by HES during 25-27 September.

- Collaboration with Action on Hearing Loss – arrangements are underway for a day of awareness raising about hearing loss in older people on Friday 29 November. Stanley Medical Practice is providing a room and a short training session on working with people with hearing loss for SDT volunteers (befrienders/lunch club/health walk) will take place along with a public information session and free hearing checks.

Community Hub

Update given by JH and MW

- It is intended to submit a planning application to PKC before the end of 2019. A draft press release will be prepared in readiness for enquiries once the plans have been submitted. **AP-Hub Group**

- A meeting with representatives from invested partners was held on 4 September to update them on plans to date. Positive discussions are ongoing with the Episcopalian Church. An update on progress will be provided to neighbours affected and contact made with representatives of the War Memorial.

- A request will shortly be made for developer's contributions due up to September 2019.

Paths and Walks (FL) (p)

- Litter Picking - a final year litter pick will be arranged with the Health Walk Group during October.

- Health Walk Group – a member of the group, with several helpers, arranged a Macmillan Coffee Morning held in the Village Hall on 20 September. The event was very well supported and raised approx £460.

- Stanley-Luncarty Cycle Path – MM provided an update. The project has gained momentum with attention from the Countryside Trust, Living Streets and PKC who are actively supporting the path to ensure it interlinks and aligns with other projects such as "The Tay Way" and "Places for Everyone". A site meeting was held with the Countryside Trust who are proposing a mutual agreement contract and may be willing to manage the project, the payment for which could be included within the funding application. SDT will express an interest in available funding on the "Places for Everyone" portal for the next quarterly award review. Engagement is taking place with Sustrans regarding funding for the design phase and a site visit will be arranged with Luncarty Community Council to update them on the project. A meeting was held with Balfour Beatty regarding their £2,000 donation which could be used for signage or hardcore.

Planning

- A letter of objection was submitted to the H30 planning application by Muir Homes for the site between Duchess Street and Perth Road. The objections related to concerns with traffic and pedestrian safety and the position, structure and timing of the Stanley to Luncarty Cycle Path and core path position. MM advised that it was his intention to engage with the PKC Planning Liaison Officer in relation to the cycle path.

8. COMMUNITY COUNCIL UPDATE

- MM gave an update on the 10 September meeting.

- Volunteers for next community council meetings:
  Tuesday 8 October – MW
  Tuesday 12 November - JB

9. **ANY OTHER BUSINESS:**

- Community Group Christmas light switch on – various options were discussed in relation to child protection and the use of the SDT Facebook page for a video of children in the square at the event (*masks, post video elsewhere, stickers).*

- Requests had been received from a Timebank member and the Men's Shed to borrow the Trust's strimmers. During discussion MM volunteered to assist the Men's Shed and JB the Timebank member.

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10. DATES OF NEXT MEETINGS:

6 November – AGM
4 December – Board meeting