MINUTES of a BOARD MEETING of the STANLEY DEVELOPMENT TRUST held using Zoom on Wednesday 30 SEPTEMBER at 7.00 pm

PRESENT:

Jonny Sinclair (Chair), Anne Sweet (Secretary), Morag Roberts, Mark McDonald, Jo Hardy, James Brown, Laura Baird (Project Coordinator) (quorum = 5 directors)

1. APOLOGIES:

None

2. DECLARATION OF INTERESTS

There were no declarations of interest.

3. MINUTES OF PREVIOUS MEETINGS

The minutes of the meeting held on 19 and 26 August were proposed by Mark McDonald, seconded by James Brown, and approved by the Board.

4. ACTIONS FROM THE MINUTES

Actions Status from MINUTES of **BOARD MEETING** of the **STANLEY DEVELOPMENT TRUST held on 5 FEBRUARY 2020**		
Action	**Against**	**Status**
2 October 2019		
Paperwork to be provided for James Brown and Anne Sweet to become additional signatories for SDT bank account	JS	Ongoing with RBS. Done by AS, JB and JS. JS to chase up
Draft press release to be prepared in readiness for enquiries received after Hub plans submitted to PKC	Hub Group	Ongoing
4 December		
Letter of support to be drafted for all local businesses, user groups, invested partners and individuals (linked to Hub planning application)	Hub Group	Ongoing
Further engagement with Scottish Futures Trust re rural tool kit (linked to Hub planning application)	Hub Group	Ongoing
3 June 2020		
Sheil Hill Viewpoint to be delivered to supplier	JB to phone JS to deliver	Ongoing
19 and 26 August		
Due to the current situation, AS to determine if there is any leeway to defer AGMs until spring 2021	AS	Ongoing
Report back to the Board on community engagement in relation to the Trust's projects	MM	Ongoing
Agreement between SDT and Stanley AFC re football pitch to be drafted	JH	Ongoing

5. CHAIR'S REPORT

The meeting was chaired by Jonny Sinclair and held using zoom due to coronavirus social distancing. The chair welcomed a potential new Director to the meeting.

6. FUNCTION UPDATE:

Comprising:

Treasurer Report

- Most of the contributions for the annual report have been received and remaining contributions are in the process of being drafted.

- A cheque has been paid to the contractors who undertook work on the football pitch; funds are expected shortly from PKC to cover this work.

- Discussion took place on the feasibility of Stanley AFC opening their own bank account rather than under the umbrella of the Trust. The meeting also discussed the possibility of the Trust changing bank accounts. **AP – JS** to investigate.

Secretary Report

3 new members have joined the Trust, taking the total membership to 247.

Community Action Plan

A decision was taken not to go ahead with renewal of the CAP as the timing does not fit at this time with our current consultation plans for the Stanley to Luncarty Cycle Path and Community Hub. During discussion it was agreed that some updating of the plan in relation to our current projects was the best way forward. **AP – AS** to inform the Rural P&K CAP Partnership that the Trust would not be going ahead with renewal of the CAP. **AP – AS/LB** to update CAP.

Annual Report

During discussion it was agreed that the draft annual report would be circulated to the Board for final approval by email. **AP – JS** to circulate draft report.

AGM

A decision will be taken on the AGM being held online once clarification has been sought from DTAS on whether there is any leeway on deferment until spring 2021.

Updating Policies

October

- Internal Financial Controls – Treasurer to advise if any changes are required and the date when another Director is required to check that records are being maintained accurately. **AP - JS**

- Lone Working – no update required.

2021 Board Cycle

The 2021 meeting dates were approved on the understanding that 3 February may be required to hold the AGM.

7. CLUSTER UPDATE:

Community Hub (Update given by JH/JB)

Progress is being made, although slowly due to the current situation. A meeting was held with invested partners and reports are being prepared for the architects in relation to the planning application. During discussion it was agreed that at some stage funding would be required to recruit a Project Manager.

Stanley Football Club

The club is due to start playing on the pitch in October.

C**are and Wellbeing Project** (LB) (p)

Project Funding:

Funding is still awaited from PKC for the Project Co-ordinators post; this may be due to the current situation and staff working from home. **AP – MR** to contact PKC.

Here to Help Scheme

- Here to Help hours 24 March to 23 September 2020 were 55 hours for prescription collection and 135 hours for shopping.
- The scheme was wound down in August due to drop in demand, although anyone self-isolating or still shielding can request help. This was publicised via SDT Facebook and website, phone calls to prescription service users, and Stanley Store.
- The Brokers are gearing up the scheme again in preparation for the autumn/winter and the new Covid restrictions.

Time Bank

- Brokers and LB are looking at which time bank activities can be done in a Covid-secure way and risk assessments will be adapted accordingly.
- Brokers and LB have participated in TBUK Zoom training sessions and revisions are being made to time bank paperwork to suit the new database.

Befriending:

- 4 people are receiving social support which is being provided by telephone or letter.
- A new volunteer befriender is being inducted and PVG scheme membership applied for.
- LB producing a folder of induction and training materials for new volunteer befrienders as Covid-19 restrictions prohibits traditional training courses.

Food Insecurity: LB participated in PKAVS Zoom session on food insecurity on 1 September.

Scottish Time Banks Network: LB participated in the network meeting on Zoom on 3 September. The member's time banks have been busy like us providing help in their communities during lockdown. Work on constituting the network has been delayed by the lockdown.

Paths and Walks (p)

Path Maintenance

- Due to the current situation it has not been possible to carry out path maintenance with the path volunteers' group. At the end of August 6 Directors and one volunteer did further strimming and raking on Shielhill Path.

- James Brown and Mark McDonald strimmed the Stanley Church grounds a few weeks ago. The church is extremely grateful and have expressed their thanks.

Stanley to Luncarty Cycle Path

Meetings were held between SDT, Transport Planning & Engineering, P&K Countryside Trust and Sustrans on 10 and 29 September. A further meeting is planned for 8 October when a decision on the final route for the path will be discussed. The Trust's role will specifically focus on community engagement and behavioural changes.

Health Walk Group

Health walks were able to commence on 4 September and have been well attended. The group can continue under the new restrictions as walk leaders are classed by Paths for All as trainers/ coaches and have Covid-19 safeguards in place.

8. COMMUNITY COUNCIL UPDATE

Meetings are not being held at the current time.:

9. **ANY OTHER BUSINESS:**

There was no other business.

10. DATE OF NEXT MEETING:

2 December 2020.