



Udny Community Trust Company Limited

Minutes of Board Meeting
 Wednesday 24th April 2019,
 7.00pm, Pitmedden Church

Attendees Brian McDougall, Mike MacDonald, David Murray, Julian Slater
 Jill Watt - Project Administrator

Guest Lesley Walker

Apologies in advance Lynne Cartledge, Marion Jamieson, Matt Kaye

	Heading	Details	Action
1	Previous Minutes (27 th February and EGM 27 th March)	<p>BM welcomed everyone to the April Board Meeting and introduced Lesley Walker who had expressed an interest in becoming a Director.</p> <p>Later on in the Meeting, BM proposed to co-opt LW onto the Board until she could be officially voted on at the AGM in September. All Directors agreed to this.</p> <p>The previous minutes from 27th February were approved. The minutes from the EGM on 27th March were also approved.</p>	
2	Governance	<p>a. EGM Debrief</p> <p>The Directors stated that they were happy with how the EGM went. BM to work with JW to submit the paperwork to the Company Secretary and OSCR.</p> <p>JW asked the Board if they would like to make a donation to Pitmedden Church for the use of it. It was agreed to donate £50. JW to do the payment request to JS.</p> <p>b. Director Code of Conduct</p> <p>JW issued the new Director Code of Conduct document to the Directors in attendance which they signed and returned to JW. JW had previously sent a copy by email for Directors to retain.</p> <p>LC, MJ and MK to sign at the next meeting they are in attendance at.</p> <p>A copy was also given to LW to read through.</p>	<p>BM / JW</p> <p>JW</p> <p>LC / MJ / MK</p>
3	Finance	a. Recent Accounts	

JS reported that the bank account remained healthy and MK had transferred £40,000 from the Turbine in March.

b. End of Year Accounts

JW handed over the completed folder with all invoices, payments and credit card statements to JS who will then deliver it to Karen Gardiner at Bain Henry Reid.

JS

LW had completed the spreadsheet and JW to email that, copying JS in, to KG.

JW

d. Preliminary Budgeting 2019 / 20 (deferred from February)
LW highlighted that a few of the projects that had been allocated budgets had overspent.

It was **agreed** that due to time restrictions to defer this until the May Board Meeting in order to devote enough time to it. JW to put on the May Agenda with at least 30 minutes being allocated to it.

JW

4 Applications
(under £500)

a. 19-20-003 Udny Station Pre-school and Playgroup

A small detailed discussion was held and an evaluation was carried out. It was **agreed** to grant £275.

It was also **agreed** to attach 2 recommendations to this grant.

5 Applications
(over £500)

a. 19-20-001 Rainbow Rogues

The PEG Evaluation was looked at and taken into consideration. A detailed discussion was held with MM expressing his support for the application. JS expressed his concern that he couldn't find much background information on the group

It was **agreed** to defer decision until the Board's questions had been answered. JS to provide JW with the questions which she will then feedback to the group.

JS / JW

b. 19-20-002 Friends of Pitmedden School

The PEG Evaluation was looked at and taken into consideration. A detailed discussion was held.

It was **agreed** to grant £2,500.

It was also **agreed** to attach 1 recommendation to this grant.

- 6 Udny Tennis Club Mark Pain and Ann Overton from Udny Tennis Club attended at 8pm to give a presentation to the Board on a potential very large grant application that they proposed to submit for a new Clubhouse. After the presentation and questions from the Board, MP and AO left.
- A detailed discussion was held and it was **agreed** that the Board were happy for Udny Tennis Club to submit a very large grant application for a new Clubhouse. The Board gave feedback to JW to pass on. **JW**
- 7 Membership and Capacity Building New Member Applications
- There were 6 new member applications. These were **approved**. JW to add them to the Membership Register. **JW**
- 8 Priority Projects a. Imagine Udny
- There was no update to be given on this.
- b. Paths – Update, Paths and Walls Courses
- JW gave an update on the Paths and Walls Courses that had been held in March. JW informed the Board that Scottish Traditional Skills Scotland had suggested that due to the positive feedback from the Walls Course, that an Advanced Course be put on. A small discussion was held and it was **agreed** not to go ahead with this.
- 9 Other Projects and Development a. To Identify and Develop Additional Recycling Projects so that the Training Capacity at Wood RecyclAbility can be sustained – Update
- MM gave an update on this project and all were happy with its progress.
- 10 AOB DM updated the Board that the Main Issues Report had been submitted. He stated that he had not received acknowledgement of its receipt. BM however had received it just that night.
- A small discussion was held on how it would be best presented but it was **agreed** to talk further with Udny Community Council about this.

JW informed the Board that she had been approached by Udny Green School Parent Council about renewing their Food Hygiene Certificates. JW had pointed them in the direction of Garioch Community Kitchen who run Refresher Courses. The Board **agreed** that they were happy for the Trust to pay for this if they went ahead.

JW further informed the Board that Pitmedden Church had approached her to ask to use the Meeting Room as a venue for their Playlist for Life scheme and she had said yes. The Board were happy with this.

***The next normal Board Meeting will be on Wednesday 29th April 2019,
7.00pm, Pitmedden Church***