

1	<p>Meeting validity confirmation - meeting opened 19:30 Attending: J Thompson - Chair (JT), L Ottaway - Treasurer (LO), C Bailey (CB), R Brown (RB), P McGibbon (PM) Present: S Rimmer - Development Officer (SR): Apologies: K Farmery (KF), L Brown - Secretary (LB)</p> <p>Quorum is 2/3rd serving directors, currently 5. Meeting was declared quorate. Attendance register was signed and will be filed with minutes. Interests register is available for inspection</p> <p>Meeting purpose - This is a general business meeting of BDT</p>
2.	<p>Consideration of Membership applications to BDT - none received</p>
3.	<p>Approval of previous minutes - 23 May 2022 Proposed CB, Seconded LO</p>
4.	<p>Matters arising & Actions from March meeting (open actions in BOLD) 032 Defamation , email discussion 12May 075 Sign for newly planted trees</p> <p>Actions closed since last meeting 030 Kitchen Hygiene Assessment (CB, PM) 046 Hall Roof, work started 16May - complete & paid 060 SR - BDT account, see finance section 069 School grant, agreed at last meeting. Paid & closed 070 alternatives to hazard tape around hall 71 RB to read Staff handbook & comment 072 Hall booking for Jubilee. Resolved and completed 5Jun 073 Skips. Arranged one per month Jun, Aug & Oct with Kings Brothers 074 Tree planting. Complete 076 Response to SPR email 077 Letter from BBC, paused whilst arrangements made for mower</p>
5.	<p>Monthly finance report for BDT 5. 1 This months book and cash position <i>Unanimous decision to adopt</i> 5.2 Draft accounts to March 2021 <i>minor corrections then recommended to Membership.</i></p> <p>Also noted: Hall pellets for 2020/21 were £27k and for 2019/20 were £17k. There is concern this is caused by the external door being propped open and RB will investigate options.</p> <p>To streamline operational handling within the charity, the following are added to the business rules for BDT</p> <ul style="list-style-type: none"> ● Unanimously agreed: £200 maximum for standard regular purchases between Board meetings ● Unanimously agreed: £500 max for regular or unusual items, email to Board for approval ● Unusual items, first time purchases and items over £500 must be referred to a full Board
6.	<p>Applications for Grants, Bursaries (no new requests) 6.1 FOR UPDATE: Status of offer made to BBC "Hut" <i>No update yet</i></p>
7.	<p>Monthly Report from Development Officer including Project reports</p>

Project Updates - 23 May 2022

Name	Outdoor Gym	Disabled Play Equipment	EV Charging Point	Hall Roof	Planters	Community Notice Board	Wall & gates	Community Pub
Current Stage	Proposal	Proposal	Preparation	Preparation	Preparation	Progressing	Progressing	Progressing
Total Cost			0	£2,900	£1,228.80	£1,678.80	£10,000	£500k anticipated
Spent to date	£0	£0	0	£0	£0	£1,678.80	£0	Purchase price + £18k spent £3k to pay
Next steps	Include in CAP to gauge interest	Include in CAP to gauge interest	Awaiting dates for installation	Roof works complete and paid for. Repaint kitchen in August / September. Plus budget for external decorator required	Plants installed by volunteers with Liam's help. Await invoice for payment	Delivered, ready to pay await wall	Supplier has withdrawn, another solution required	Building work has started. Expected Oct. Work to start with Plunkett Foundation in June/July for legal structure & operations



CLOSED THIS YEAR : Fire Alarms £19,034, Station Car Park £20,000, Car Park Refresh £22,326

Community feedback & Facebook posts May

The notice boards have been cleaned & refreshed

DATE OF NEXT NEWSLETTER: JUNE
to include celebrations in the village of the Jubilee

ACTIVITIES TO PROMOTE THIS CALENDAR MONTH:

- Skip
- Weeding day (to follow planting day)
- BAAC
- Pilates
- Newsletter
- Biosphere

Other updates & decisions needed



Skips have been ordered with Kings Brothers to be paid for by BDT and will be delivered June, August at a cost of approximately £1,500.
Next skip: friday 17th June



After a successful meeting with Jenna from GASA Biosphere, two sessions for the public input and decision towards becoming a Biosphere supporter have been arranged for 16 July & 29 August. The community will generate the text for the web updates



Plunkett have allocated and will cover the cost for two advisors to help us first with the legal structure and then with operational matters. First group meeting is likely to be before end of June, date to be agreed



SENScot are drafting potential constitution(s) from recent conversations



It is usual to allow a spending limit for appropriate staff and officers, so that some very small transactions can be dealt with without waiting for the monthly Board meeting. Along with a policy, the following limits are suggested
Development Officer: Up to £200 for repeat items, no new decisions
Treasurer and/or business group: Up to £500 for repeat items and expected items, no new decisions
Over £500: Full Board decision

8. **Notified AOB**

8.1 Conduct of Trustee - Pearl McGibbon

The Trustees held a separate meeting with Pearl concerning her misinformation to Barrhill residents and general conduct concerning truthfulness and support of her fellow Trustees and BDT staff. After a period of two weeks consideration, Pearl has apologised to the Board for misleading the Jubilee Group, apologised to the Development Officer for seeking to undermine the position and damage the person and for her conduct around the Christmas Fayre and similar events. She will write a further letter to the Jubilee Group members to explain and apologise.

8.2 Written correspondence from villager for consideration

The Chair received a letter from [REDACTED] sharing details of a domestic matter. There is no request for a particular call for action in the letter. On examining the correspondence, the Board found the matter to be interpersonal and domestic, and not related to the BDT. Letter to be sent to correspondent confirming this.

8.3 AGM. See attached paper

As accounts for FYE 2021 have now been received, they must now be presented to the membership. Trustee pack is ready for circulation to new potential Trustees, Confidentiality policy to be reviewed and updated. Other agenda items for AGM: Constitutional change recommended by OSCR, Foundation Scotland & funders.

Unanimous agreement:

- BDT (14 days notice) AGM 26July, 7pm start. Refreshments before
- Notices to be sent by 7July including Trustee Pack information
- Returns due by 15Jul inc standing for Trustee and resolutions / questions
- Two Trustees must stand down by rotation: JT & PM.
- Two Trustees are standing down due to being currently co-opted LO & LB
- SR to approach respected individuals outwith the community to act as Tellers
- Non-members can attend but can not vote.

Meeting closed : 20:36

Next meetings: 13 July 22 (TBC) 17 Aug 22 14 Sep 22 12 Oct 22 16 Nov 22 14 Dec 22
Plus 19 July - Preparation meeting for AGM on 26 July - 2021 AGM

These minutes accurately reflect the meeting

Signed *J. Thomson*

Dated *19/7/22*

Position & Name J.Thomson, Chair