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**Minutes of the Board meeting held on**

1<sup>st</sup> December 2021

A virtual meeting held via Zoom

**Present/apologies for absence:**

- **Present:** Luke Emerton (Chair), Iain Frazer (Treasurer), Anne Hislop (Vice chair), David Howell, Josh Thornhill, Kayt Howell (Manager), Gordon Cowtan (Consultant)
- **Apologies:** Iain MacKay, Chris Robinson (Company Secretary)

**I. Financial Report**

- Iain F had circulated a spreadsheet prior to the meeting. The money from the windfarm has gone into the account. There are quite a few payments to be made for Balgair. One of these has been queried by Gordon. Iain F is also expecting some costs connected to the power outage last week. A cash flow problem is anticipated, and Iain F may need to request a loan from FDT (approximately £2,000). David asked for clarification about why there would be costs connected to the power outage caused by Storm Arwen. Iain F confirmed that if the boiler had gone out, they would have had to send someone out to restart it. David asked if the FDT should be footing the bill for this or if it could be claimed on insurance. Iain F said that he had also wondered that but that also there was the possibility of claiming compensation from the power companies.

**II. AGM – Online or in person?**

- Kayt referred to the new variant of Covid that is emerging at the moment and asked the Board for their preferences and/or concerns. David proposed taking a vote. The five members of the Board present all voted for the AGM to be online.

**III. Where? If in person**

- Not applicable.

**IV. Info for PowerPoint if online (Revamp last year's)**

- Kayt proposed to use the PowerPoint presentation that had been used last year. Financial records will need to be updated as well as Kayt's report and Gordon's report. The Board agreed.
- As far as Kayt is aware the accountants will have the accounts finalised in time for Iain F to produce a report for the AGM. The Trustees' report has been sent to the accountants. **ACTION: Kayt to check that the accountants have everything in hand.**
- Kayt asked the Board to consider a date for the AGM. Wednesday 2nd February was agreed at 7.30 p.m.

**V. Accounts summary and cashflow report - IF**

- Iain F is waiting to find out if the loan is going to be written off or not as this will seriously affect the cash flow. Hopefully there will be more information available nearer to the time of the AGM.

**VI. Trustees' report as basis of Manager's report**

- As done previously, Kayt will use the Trustees' report as the basis of the Manager's report and add in anything that has happened more recently for example, the bike repair day and the Carbon Cutter Police. Kayt noted that the Trustees' report is very much Balgair focussed but that reflects what has been happening.

**VII. Consultant's report (Balgair, IT, IOT, other)**

- This will also be primarily concerned with Balgair.

#### **VIII. Election of Directors**

- Anne and Chris are the longest serving Directors who need to stand for re-election. Luke will be standing down at the AGM.

#### **IX. Recruiting for above? (Diversity)**

- Kayt felt it may not be easy to recruit new members of the Board particularly since there have been a couple of relatively quiet years with regard to the work of the FDT in the community. She wondered if it may be helpful to produce a 'job description' to be included in the next newsletter which would give people information about what being a Director involves, an indication of the amount of time involved, a reminder of who is already on the Board etc. Anne thought that would be really helpful. Kayt said that she would also be available to speak to people about what is involved and tell them more about the FDT. Gordon acknowledged that there is a lack of diversity on the Board in particular with regard to gender but did not know how this problem could be solved. Josh hoped that recruitment may be easier next year with more community engagement and wondered if it may be possible to invite people to 'sign up' for a month or two to see if being a Director suits them or not. David liked the idea of inviting people onto the Board for a trial period and agreed that more female representation is needed on the Board. Anne also thought letting people have a test period was a good idea. Josh also thought that if people are co-opted to be involved with a particular project, they could then be asked if they wanted to be more involved. Kayt noted that there was usually over 60% engagement from the FDT members with the newsletters. **ACTION: Kayt to draft a 'job description' and circulate to the Board.**

#### **X. AOB re: AGM**

- Kayt will be sending out a newsletter in mid-December which will contain information about the AGM.

#### **XI. Christmas night plans**

- The Bowling Club hub is booked for the evening of the 15<sup>th</sup> December at a cost of £20. Kayt asked the Board who was available on that evening, if they were still comfortable to attend and what the format would be? David said that losing the £20 was not an issue if the get together didn't go ahead as at least the money was going to another good cause. Anne thought it would be good to go ahead but to keep the numbers down and not invite partners. Gordon pointed out that as the hub is already booked and paid for the decision to go ahead or not could be left until the last minute. Kayt suggested that if it does go ahead, everyone should bring their own food and drinks to avoid any cross-contamination. Anne pointed out that this would also keep costs down and avoids having things leftover. Anne recalled that there had been an idea to discuss something at the Christmas Get Together and Kayt remembered it was about making the FDT net zero.

#### **XII. Manager's Report**

- Kayt had circulated a report prior to the meeting but had a couple of things to add on:
  - The Carbon Cutter Police are finishing up the last of their activities. It has gone down really well. The Headteacher has reported that the children have really enjoyed it. They are now going to go on to making pledges about what they are going to do for the future. They also doing a 'Green Christmas' campaign and are going to design posters to inform people how to have a greener Christmas. Kayt had some 'Plant your Pencil' packs to donate as prizes for the competition. Luke confirmed that the children had brought booklets home and had been talking about it and were excited to relate what they were doing with what was happening at COP26.
  - IT recycling – Dougie Spence has been very helpful and has volunteered his time to collect the IT equipment. A cabinet at the far end of the bowling hall has been freed up and there will be a form for people to complete indicating what equipment they are leaving and to sign a disclaimer to say that they are happy for the equipment to be left there until it can be collected. This will happen in the new year and will be mentioned in the newsletter. Luke felt it was very encouraging to hear that people were willing to get involved and volunteer their time.

### **XIII. Consultant's Report**

- Gordon had circulated a report prior to the meeting.
- The figures for Earlsburn had been approved. The consultant had identified a few things. Gordon initially thought that the FDT would just be breaking even but ended up getting £6,000.
- A bit of money will be coming into the FRED account as a result of doing (probably) the last VAT return.
- Gordon has been in touch with someone from Microsoft Cloud to discuss the FDT's future requirements.
- Air Quality project – this is happening in rural Stirlingshire and someone has been out to Fintry to look for possible sites for sensors. Possibilities are the Menzies Hall and the Sports Club. Gordon had suggested the school but there have been problems in other areas with siting the sensors at schools as it has been difficult to get permission from Stirling Council. The Sports Centre is the most likely site as there is already a mast in situ there and it would be easy to feed from there straight into the committee room. There is also good WiFi there. The next step will be to speak to Sandy Kelso at the Sports Club to get permission. Kayt asked for information to put into the newsletter and Anne noted that this would be a good response to a resident who had commented on the bad air quality in Fintry recently. The Board were all happy for this project to go ahead although Luke pointed out that the poorest air quality in Fintry is probably around the junction of Main Street and Kippen Road. Gordon agreed but said that there were difficulties with accessing the mast on the Menzies Hall without scaffolding and there was no budget for that. Also, there is no WiFi in the Menzies Hall. There is a possibility to move it if it's not working very well at the Sports Centre i.e. if it does not show any changes in air quality. There may also be a budget for more sensors in the future. All the information it collects will be publicly available.

### **XIV. Balgair Update – reserved business**

#### **XV. Date for History Night and arrangements**

- Kayt proposed to hold this late March/early April as there are lots of other things happening earlier in the year. Kayt has begun to gather photos and other information for a Power Point presentation on the FDT's history. David Smith is going to help with making it a light-hearted, informative presentation to remind people that a lot of good stuff happened in the past and that there's a lot of good stuff still to come. Previous Directors will be invited and Kayt hoped that there would be an open chat following the presentation. If this works well, it could be run again as a community event, maybe tied in with the FCC's plans to hold a 'We are Fintry' event with artists and exhibitions and all the Fintry groups represented. Kayt has already indicated to the FCC that the FDT would like to be involved in some way. Kayt asked the Board if they were happy for her to continue with what she was doing and reminded them to get in touch with her if they wanted to see what she had done so far. Luke thought it sounded like a good way to think about where the FDT is headed next by looking back at what they had achieved so far. Kayt agreed and thought that the springtime would be a good time to look again at Futures and governance and think about the way forward. The time when the income will increase substantially is getting nearer. It will be a good time to review how the FDT has operated in the past and consider if changes need to be made.

#### **XVI. Any Other Business**

- Luke reported that the main tree that had been causing concerns at the school was taken down on Friday. There was some discussion about creating a chainsaw sculpture from any of the trunk that remained standing, and Luke mentioned that the wood is available for anyone who wants to collect some. Josh also proposed creating a sculpture trail in one of the local woods.
- There has been a top-up to the solar fund and is now over £1000. This information has been relayed to the Headteacher.
- Gordon will be away for two weeks over Christmas and so will let residents and AMP know that if there are any issues, they will have to deal with them directly. Gordon will also give the residents an update on what's going on with the consultancy report etc.

Next meetings: 15<sup>th</sup> December 2021 – Christmas Get Together

18<sup>th</sup> January 2022 – Board Meeting  
2<sup>nd</sup> February 2022 – AGM (7.30 p.m.)