



**Minutes of the Board meeting held on
25th May 2022**

Present/apologies for absence:

- **Present:** Iain Frazer (Treasurer), Fran Hall, Anne Hislop (Vice-chair), David Howell, Iain MacKay, Chris Robinson (Company Secretary), Josh Thornhill (Chair), Gordon Cowtan (Consultant) (linked by Zoom), Kayt Howell (Manager)
- **Apologies:** None

I. Welcome – JT

- Josh welcomed everyone to the meeting and outlined the priorities for discussion.

II. Kayt report & questions

- Kayt had circulated her report prior to the meeting.

III. Platinum Jubilee final plans – Kayt & Anne

- Anne & Kayt have a final meeting with the other groups involved tomorrow (26/05/22). The brochure has been completed and will be delivered to households in the next few days.
- The FDT have a team for the quiz night on Thursday 2nd June.
- Friday is the school event which begins at 10 a.m. Kayt asked for the people helping out to meet at the FDT hut at 9 a.m. to help carry things up to the school – exhibition stand, FDT sign, gazebo as well as printed materials and games etc. from Kayt's house. Kayt has done a risk assessment for this event. Kayt will check that the Bike Doctor is still going to attend from 10 a.m. – 2 p.m. Time permitting, there will be an environmental QR quiz as well. Everything will then be returned to the hut ready for people to set up at the Bowling Hub on Saturday.
- Chris and Fran will judge the crown competition on Saturday. There are two prizes for under 12's and two for over 12's.
- Sunday is the craft fair at the Menzies Hall and the FDT stall will be set up there as well. The Guild will be doing tea and cakes.
- Kayt mentioned the gazebos which had been borrowed by other people and returned in a jumble. As yet, nobody has asked to borrow a gazebo but if they do they will have to collect it from the hut themselves and work out which bits belong together.
- **ACTION:** Kayt to circulate an email with final details of each event and who is involved.

IV. Consultation format for Platinum Jubilee events - All

- Josh proposed having two boards – one with project ideas and one with the needs that each project addresses. People could then be given stickers and/or post-it notes to vote for their favourite projects and add ideas or suggestions. Kayt suggested having an example bar at the top of each board. Josh suggested having the background of the boards as Ordnance Survey (OS) maps of Fintry or asking Mim Emerton for permission to use some of her artwork. Fran thought that the background might end up completely overwhelmed by post-it notes anyway. Kayt suggested using photographs of Fintry and asking Willie Sangster (WS) to get them printed out. Iain M thought that the cost of getting them printed out A1 size might be quite high. **ACTIONS:** Kayt to make enquiries about the cost with WS and also look online. Chris to speak to Jamie Turner to see if Duncan has an A1 printer.

V. History Night – final plans - Kayt

- Invitations have been sent out by email and by post. Positive replies received so far from Chris Smith, Rachel (from Foundation Scotland), a representative from Falck, Yvonne (Fintry Primary School Headteacher), Sandy Kelso & Dougie Spence from the Sports Centre, Cicely, Chrissy (ex FDT staff member). Norman has been invited but no reply yet. Currently there are around 25 people coming.
- Kayt felt it would be good to have some way of involving the people who cannot attend in the consultation process.
- Anne suggested inviting one of the new Stirling Councillors.
- The format will be:
 - Welcome and introduction – Josh
 - History of FDT presentation – David Smith
 - Discussion, thoughts and ideas from those attending on the future of the FDT
 - A table of printed material – brochures etc.
- There was discussion about what refreshments, if any, should be offered. It was agreed to ask the Sports Centre to provide tea, coffee and biscuits.
- It was also agreed to make a donation to Fintry Museum as a thank you to David Smith for helping out.
- Kayt mentioned that there are polo shirts and fleeces with the FDT logo in storage. Josh wondered if it might be good to wear them at the Jubilee events and at the History Night.

VI. Consultation format for History Night - All

- Josh suggested splitting the group into 4 sub-groups for the consultation. Kayt said she would speak to David S for advice about this.
- The idea at the moment is to have something similar to the format for the Jubilee events i.e. asking the questions what do you want and why and then having post-it notes or stickers for people to select the projects they support the most.

VII. Directors' Training - Josh

- Josh has spoken to Scottish Council for Voluntary Organisations (SCVO) and Stirlingshire Voluntary Enterprise (SVE). They can do essentials training for all Directors for £60. The session would be between 2 and 3 hours long. It was agreed to do this sometime in July or August.

VIII. Newsletter content ideas – Kayt & All

- Kayt asked the Board about sending out a newsletter soon. Fran suggested waiting until after the Jubilee weekend so that it could be mentioned, and photographs included. She also suggested mentioning The Big Plastic Count – an event instigated by Greenpeace to encourage people to keep a note of how much plastic they used during a week in May. Josh mentioned No Mow May – a campaign by the charity Plantlife encouraging people not to mow their gardens during the month of May to boost flowers and nectar production for bees and other wildlife. He also mentioned On the Verge – a Stirling based community group who help to develop and establish areas of wildflowers in Stirling and Clackmananshire. Josh also suggested including links to grants and other support that is available from the government. He also suggested including advice about simple measures that householders can take to reduce their heating bills. Gordon mentioned the piece that got written about Balgair following Norman's enquiry. This was going to go into the Fintry Focus and Gordon asked what was happening about that. Kayt knew that the last edition of the Focus was the last one that Cicely was going to do but did not know if anyone was going to take it over. David Smith had asked for a group of volunteers to do it together and Anne thought she had heard that this was the case but no-one was sure. It was agreed to put the piece about Balgair into the newsletter and Kayt noted that there might be an update on the situation at Balgair by the time the newsletter is distributed. Kayt hoped to send it out between the Jubilee and the History Night. Josh also suggested speaking to Douglas Rae who posted some good photos and information about wildlife in the area during the pandemic. He felt that regular contributions from members of the community would be good. Kayt felt that this would depend on what the Board wanted from the newsletter. Currently it is to inform the community about what the FDT have been doing. Including pieces from members of the community may make it more of a Fintry Focus style newsletter.

RESERVED BUSINESS

- **Policy sign off - Chris**

- Chris has been working his way through the policies and is about halfway through.
- These need to be reviewed annually to ensure that they are still up-to-date and relevant to the Trust.

IX. Approval of IT equipment - All

- Money has been set aside to purchase a laptop for Kayt. Kayt had circulated some potential laptop ideas to the Board. There was some discussion as to whether it should be a Mac or a Microsoft laptop as Kayt is used to working on Macs. Fran felt it was fine for Kayt to have a Mac but suggested having one or two Microsoft laptops that were available for Directors to use if needed. Kayt was concerned about moving all the files etc. from a Mac to a Microsoft laptop when she was not used to using the Windows system. David agreed that it would be much easier to transfer information from one Mac to another. Gordon pointed out that if the laptops were purchased through FREE then the VAT could be reclaimed. Josh suggested having an IT budget so that equipment can be purchased when needed and replaced on a 3-5 year cycle. The Board approved the purchase of a Mac for Kayt and a Microsoft laptop for Directors' use, an Office package for both and a virus checker for the Microsoft laptop.

X. Gordon report and questions

- Gordon had circulated his report prior to the meeting.
- Gordon talked about work done by the Carbon Co-op who have been looking at addressing properties on an individual basis to find ways to reduce energy usage and look at what kind of heating system would work best. They can provide each household with a road map to becoming carbon neutral including advice on funding. **ACTION: Gordon to circulate some links to the Board.**

XI. RESERVED BUSINESS

XII. A.O.B.

- Chris had spoken to Callum about the logs. Callum can do the log splitting but a decision would need to be made about where the logs would be moved to and stored. Callum said it would be easier if members of FDT were available to move the logs as they were being split. Kayt suggested that the resilience team may have information about who would be the best recipients of the wood. Josh suggested storing the wood and then offering it to the resilience team to distribute as they saw fit. Iain M reminded the group that any wood cut now would not be ready to burn until winter 2023. Josh suggested it taking the logs down to the Sports Centre and letting people know that it's there with the offer of delivering it to anyone who could not collect it themselves. There was discussion about where to obtain bags to put the logs in. Chris said that he had some available. Fran suggested making it clear that it should be one bag per household. **ACTION: Chris to speak to Callum again to check his availability.**
- Chris had asked Duncan about an A1 printer but he does not have one.

Next meeting: 15th June 2022, 6.30 p.m. History Night
22nd June 2022, 7.30 p.m