

Huntly and District Development Trust

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SC 358964 • Registered Scottish Charity SC043353 SC 358964



"Working with others to build a resilient, inclusive, enterprising community capable of dealing with ongoing change."

Approved Minutes of the Meeting of the Board of Directors/Trustees

Tuesday 20th June 2017 19.00-21.00

HDDT Office, Brander Building, The Square, Huntly

Present Les Allan (LA, Chair), Neil Angus (NA), Sharon Scapens (SS), Mary Scott (MS), Alastair Ross (AR), Jamie Wilkinson (JW)

In Attendance Donald Boyd (DB), Debbie Haefner (DH, Minutes)

Apologies Bruce Murray (BM)

Ref	Item	Action	By When
1	Welcome & Apologies		
	LA welcomed all to the meeting and noted the apologies.		
	LA to email Iain Ralston re his future involvement with the Board.	LA	ASAP
2	Minutes of Previous Meeting		
	The minutes of the Board meeting of 26 th April 2017 were approved.		
	Matters arising: <ul style="list-style-type: none">We need to minute the actual interests declared, not just the fact that interests were declared. DH to send out Register of Interests for all to complete. This will be presented at future Board meetings and Board members asked to update / declare any additional interests at each meeting.DB thanked all those who volunteered at the HFC Fun Day. We gained 1 new member at the event and raised awareness.	DH	ASAP
	The minutes of the Priorities meeting held on 16 th May were approved pending the actions in Item 11.		

<p>3</p>	<p>Finance Report</p> <p>DB presented the financial report. Key points were:</p> <ul style="list-style-type: none"> • GRE has repaid £112,000 due to HDDT, therefore our bank balance is healthy and allows us to decide what to do with the funds (item 4). • The first of two instalments of the Scottish Government's Strengthening Communities grant for 2017/18 has been received. This fund's DB's role until end of June. The second instalment, due in July, will fund DB up to the end of September and then the SG support will cease. • The lease, insurance, service costs for the Car Club vehicles has been paid until March 2018. • Gulls – payments have been received from R&M and Deans. DH to invoice the others ASAP. 	<p>DH</p>	<p>ASAP</p>
<p>4</p>	<p>Clydesdale Bank Returned Funds</p> <p>The funds returned to HDDT from GRE mean that HDDT is now in a position to repay some loans and invest in projects/equipment that it has not been possible to do for several years. DB proposed the following use of the funds:</p> <p>1. Repay loans:</p> <ul style="list-style-type: none"> • Personal loans MS: £2,000 to help HDDT purchase Greenmyres. • NoW: ca £21,500 to help HDDT purchase Greenmyres. The Board thanked NoW for the loan and noted that this as a great example of a community partnership. • Personal loans DB: £5,300 + £10,550 <p>Total: ca £40,000</p> <p>2. Invest in:</p> <ul style="list-style-type: none"> • HDDT marketing material, inc pop ups for events, flyers, membership flyers, window banners for Brander (subject to premises approval). • New computer for DB and other office IT items <p>Total: ca £5,000</p> <p>3. Retain:</p> <p>The remaining funds ca £65,000 at least until October until the first normal distribution from the Greenmyres turbine is made. £7,000 to be ring-fenced as contingency fund for anything urgent that may arise across all projects, including essential maintenance at the farmhouse. The funds should be used as match/leverage on funding applications wherever possible.</p> <p>The Board agreed to this proposal and DB/DH to action. DB to email the 5-year cashflow to all.</p>	<p>DH/DB DB</p>	<p>ASAP ASAP</p>
<p>4</p>	<p>Development Manager's Update</p> <p>DB had provided an update on developments since the previous Board meeting via email prior to this meeting (see appendix for full presentation).</p> <p>The Board decided that a sub-group should work on a bid to LEADER over the next month with a view to securing funds for further development of Greenmyres (non-energy). Next deadline is 11th August. Group to include DB, MS, JW and SS. DH to send out a Doodle Poll to arrange a date (w/c 10/07) for all to meet to complete the funding application.</p> <p>DB requests / proposals:</p> <ul style="list-style-type: none"> • Recruitment of a Finance Director. DB has exhausted his ideas/contacts. Directors to either approach candidates directly or pass any ideas of who to approach to DB. JW agreed to approach Gavin West. • We must speak to the Rhynie (and beyond) community re Wheedlemont wind fund. LA, JW and DB agreed to do this in August. 	<p>DB/JW/ MS/SS</p> <p>DH</p> <p>ALL JW</p> <p>LA/JW/ DB</p>	<p>W/c 10/07</p> <p>ASAP</p> <p>ASAP ASAP</p> <p>end 08/17</p>

6	Update from Working Groups		
	<p>1. Greenmyres (MS, SS)</p> <ul style="list-style-type: none"> Native plants have been planted on the island. MS has applied to Strathbogie CC for a grant to cover costs of a First Aid Course (for outdoor events) taking place at Glenmore Lodge, Aviemore. Fishing has 8 new members who automatically become members of HDDT. <p>2. Sports, Health and Wellbeing (BM) No update</p>		
7	Community Minibus		
	DB talked the Board through a paper regarding HDDT taking on the coordination of the community minibus. This was seen to be a great opportunity to support a local group in delivering an important service and to enhance the image of the Trust. Approval was given to DB to progress.	DB	ASAP
8	Community Share Offer		
	GRE has decided to abandon the share offer issue at this time due to a variety of reasons inc Financial Conduct Authority delays, resource implications for GRE/HDDT, cost/benefit involved and potential loss of control of income stream. The HDDT Board agreed that this was a sensible course of action given these changes in circumstances but asked that the decision be explained clearly to the general public and especially those who had expressed an interest in investing in the scheme. DB to action.	DB	ASAP
9	Members Meeting		
	<p>Our next members meeting is on Tuesday 27th June, 19.00 to 21.00 at the Golf Club. As many staff and directors as possible should be there to answer questions etc. DH to send notice out to members ASAP.</p> <p>SS has made the decision to resign from the Board at the AGM in September due to other personal commitments. On behalf of the Board LA thanked her for her contribution and dedication to the Trust. SS will continue in a volunteer role in the community angling.</p>	ALL DH SS	27/06 ASAP Ongoing
10	Greenmyres Ambitions		
	DB introduced a paper that Jill had produced for the Board to determine their desired level of risk / ambition at Greenmyres. The Board took the paper away to assess and DB agreed to send it to all by email also. This will be discussed in greater length at the next Board meeting in August and any immediate reactions can be sent to JA/DB before then.	DB ALL	ASAP 15/08
11	Away Day Priorities – Director involvement		
	<ol style="list-style-type: none"> Assistance to DB in preparing investment policy for our wind farm funds: LA to help DB to draft a policy for all to review. Representation on GRE Board: Directors to be LA in his role as HDDT Chair, and JW. Their term with GRE lasts until their term with HDDT expires. Greenmyres sub-group: Board to decide this after review of Jill's paper. Transport/connectivity sub-group: Directors to be JW, NA and MS. Sports Hub sub-group: Directors to be BM and LA. Town Centre Regeneration sub-group: Directors to be LA and BM. Communications sub-group: BM and one other to be recruited. IT/Systems Sounding Board for DB: AR. 	DB ALL	 15/08

12	AOCB		
	<ol style="list-style-type: none"> 1. MS noted the weeds and long grass surrounding the bench and cairn on the Portsoy path. NA agreed to strim the area when he gets a chance. 2. An Expression of Interest has been submitted to the Heritage Lottery Fund Great Place Scheme. This would support employment of a heritage officer to deliver work to put culture and heritage at the centre of our area's regeneration. If the EOI is successful we will be invited to submit a full bid before the end of September. 3. Clashindarroch wind farm extension proposal. DB to look into this in more detail and report back 4. DB met with Scottish Cycling's Head of Performance on 20/06. He is very keen to use the Huntly and the Huntly Nordic and Outdoor Centre as a base for delivering activity. DB to follow up. 5. DH to email Board a list of staff annual leave. 	<p>NA</p> <p>DB</p> <p>DB DH</p>	<p>ASAP</p> <p>ASAP</p> <p>Ongoing ASAP</p>
	LA thanked everyone for their input and closed the meeting at 21.10. The group agreed that the next Board meeting would be held on 15 th August. There will be NO July meeting.		