

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 23rd January 2018, 19.00-21.00

HDDT Office, Brander Building, The Square, Huntly

- Present** Les Allan (LA, Chair), Bruce Murray (BM), Mary Scott (MS), Carole Small (CS), Jamie Wilkinson (JW)
- In Attendance** Donald Boyd (DB), Debbie Haefner (DH, Minutes), Annabel Pinker (AP, James Hutton Institute)
- Apologies** Alastair Ross (AR)

Ref	Item	Action	By when
1	Welcome, Apologies, Introductions & Declarations of Interest		
	LA welcomed all to the meeting, esp AP, and noted the apologies. More informal nature of this meeting noted.		
2	Financial Report		
	<ul style="list-style-type: none"> DB presented an overview of the Trust's 2018 financial position, showing reserved/committed funds. The summary spreadsheet format was felt more useful than the detailed cash flow DB to investigate options for refinancing SIS loan to reduce costs (currently fixed at 7%) DB to ask SIS for repayment schedule based on doubling quarterly payments 	DB DB DB	20/02 20/02 20/02
3	Scottish Land Fund		
	<ul style="list-style-type: none"> Advisor from SLF visiting on Friday to discuss HDDT interest in acquiring (part of) Gartly Moor to add to what we could do at Greenmyres and town centre properties (Huntly Hotel and/or Square Deal) By the time we make any bid to SLF for Stage 2 funding (capital costs) we will need to make a change to our M&A to make it impossible to refuse membership. Board asked DB to take advice from DTAS on this. 	DB	20/02

4	AC Social Enterprise Fund Huntly Hotel or another		
	<ul style="list-style-type: none"> • Strong interest from AC in supporting a town centre property based solution • Not necessarily HH (lots available but HH offers most scope and is least likely to be taken on by the market) • Need to test feasibility not an options appraisal 		
5	Huntly Express archives		
	<ul style="list-style-type: none"> • Archives now in HDDT ownership. Potential gateway to a wider heritage project • Need to protect them from damage and develop a plan for conservation and digitisation • DB to make proposal after discussing with experts 	DB	ASAP
6	Staffing		
	<ul style="list-style-type: none"> • Board agreed that DB can make proposal for new member of staff. DB to prepare • Issue has come up that contracts are based on 40 hours/week - unusual in our world where 35 or 37.5 hrs is more normal. Such a reduction in hours would mean effectively a 6.25% rise or 12.5% pay rise. Board asked DB to send to a copy of HDDT's standard contract of employment 	DB DB	ASAP 20/02
7	Directors		
	<ul style="list-style-type: none"> • Of the 7 current Directors we have 1 long-term sick (AR), 3 stepping down in Sept (LA, MS and BM) so ALL need to help recruit new Directors ASAP, taking into account findings of Skills Audit • Need to replace LA as Chair, preferably from within 	ALL	ASAP
8	Members meeting		
	<ul style="list-style-type: none"> • Members meeting planned for Feb 27 but Board agreed to go for Tuesday 6th March at The Bank Café and Restaurant. This offers Ice Cream Architecture the opportunity to present their commission to and discuss with HDDT members. This, coupled with change of venue, might attract a larger turnout. DB/DH to arrange. • The meeting offers us the chance to pass any amendment needed to our M&A for SLF. 	DB/DH	ASAP
9	Room to Run Funds		
	<ul style="list-style-type: none"> • Board discussed the Room to Run Minutes received from BM, including a proposal for distribution of surplus funds raised by the event. Board agreed the proposal. BM/DH to liaise with NoW re funds transfer and making the payments. 	BM/DH	ASAP

10	Defibrillators		
	<ul style="list-style-type: none"> CS asked whether any funds are available to buy 5 or 6 defibrillators for Huntly and rural communities? Board thought that the first step would be to get in touch with the communities to find out if they want one and if yes HDDT could perhaps co-ordinate. BM to discuss with Dawn Tuckwood, NHS Grampian Public Health Coordinator. 	BM	20/02
11	Open Discussion		
	<p>Points raised during an open discussion were:</p> <ul style="list-style-type: none"> DB: During our Business Plan preparation good to be aware of needs/aspirations of communities across Huntly and wider District e.g. Rhynie (new hall), Lumsden (playpark), Glass (new hall), Gartly community plan, Gordon Way link up/Gartly-Corgarff paths plan, etc DH/BM: Community minibus could/should be used better, promoting to and working with other community groups and nursing home, etc JW: Is there a role for HDDT to employ an area Events and Marketing Co-ordinator, e.g. to develop new events and support existing ones such as Hairst, Room to Run, Audax, Christmas Lights event, Santa in the Bin, etc As part of Climate Week North East GRE will host an event at the Greenmyres turbine on Sunday 18th March from 2.15pm. MS/DB to run. DB: A96 dualling – how can/should we feed into the discussion around this major infrastructure project? We could/should discuss this with our members by facilitating a discussion. No firm actions were agreed on these points. 	MS/DB	18/03
12	Close of meeting		
	<ul style="list-style-type: none"> LA thanked everyone for their attendance and closed the meeting at 21.05. Next meeting is Tuesday 20th February at 19.00. 		