

Tomintoul & Glenlivet Development Trust Board Meeting



DATE: 7th December 2016

VENUE: Glen Avon Hotel, Tomintoul

Attendees

Mark Finnie (Chair, TGDT), Mary Williams Edgar (Company Secretary, TGDT), Tilly Smith (Membership Director, TGDT), Jennifer Stewart (Director TGDT), Dr Malcolm MacGarvin (Director, TGDT) Doug Nisbet (Director, TGDT), Oliver Giles (Local Development Officer, TGDT), Justin Livesey (Business Development Manager, TGDT)

Apologies:

Lee Haxton (CNPA), Vicky Hilton (Countryside Manager Crown Estate), Fiona Robb (HIE)

Previous Minutes	ACTION
Proposed Mark	
Seconded Jennifer	
Matters arising	
Mary is standing down as company secretary. The board thanked her for all her work. Oli will ask our accountant to cover this function for the Trust. Arlene will also be asked to look into the costs to cover HR issues in relation to the new staff coming as part of the landscape partnership.	OG
It was noted to give Julian a thank you for all his work in regards to sound recording training for the volunteers.	All
There was a discussion around the request by the Landscape partnership board if the Trusts staff could be temporarily housed in the Smugglers Hostel. This was not accepted for a number of practical reasons including existing bookings and it is not appropriate office space. The Trust would keep an eye out for office space.	TS / MB
It was agreed to get a digital copy of the crown estate map from Vicky.	OG

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Trading Subsidiary Report	
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Justin noted that there had been £365.00 made by fundraising in November.

Current value of bookings over the winter season

The Smugglers			
	January	February	March
Bookings	£2,831	£1,500	1,200

Key events and activities in November: Dark Sky event in the Braes of Glenlivet Hall, Tomintoul Primary School Christmas & HLF Celebration Pub Quiz & Ceilidh

The Smugglers Refurbishment.
 The double glazing has been replaced by Cathedral Windows. This has all been done within the agreed time scale and delivered on budget. The windows make a big improvement not only to the look but also the heat loss of the building. Julian has been employed to do the painting to the Hostel.

TGDT Health check	
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It was agreed to set up a paid for dropbox so that all documents could be shared by staff & directors. A draft constitution will be sent out to this drop box. The original objectives of the Trust are to be sent out.	OG
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The relationship between the trading board & main board needs clarification if we move to be a charity.	OG
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A facilitated visioning session in February was needed with a 5 year plan produced for TGDT. Income generation v's community benefit looked at. A simple matrix produced with the overall objectives and strategic plan agreed.	OG
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It was agreed that the board would send headings to Doug by the 10 th of January that where key topics for the strategy. These would be compiled by the 18 th of January.	All
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On the 8 th of February there would be a 4 / 5 hour facilitated session to develop a strategy.	All
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Project updates & proposals	
<p>Broadband</p> <p>Malcolm talked to the Board about B4RN. This is a professionally designed fibre optic broadband network, registered as a non-profit community benefit society, and run by a dedicated local team with the support of landowners and volunteers.</p>	
AOB	
<p>There was a huge well done given to the whole team for winning SURF award for the best example of a community led regeneration project.</p>	
Date of next meeting	
<p>11th January 2017</p>	