

Minutes of meeting of CCDT Board on 30 January 2024 in VIC

Present: T.Kliskey F.Park G.Kerr M.Griffiths T.Thompson B.McKay A.Boa D.Moore
M.Moore P.Prescott

S.Bell C.Fingland

Apologies: S.MacKay

1. **G.Fishbacher** P.Prescott shared with the board the plans for a Celebration of Graham's life and will advise on the chosen charity for donations.
2. **Conflicts of Interest** There was nothing to declare
3. **Health & Safety** No incidents to report. It was suggested that a Trustee responsible for Health & Safety should be appointed. T.Kliskey agreed to the role. It was noted that a Fire Risk Assessment and general Risk Assessment are to be undertaken for both 43 & 55 Main Street.
4. **Minutes of the November Board Meeting were approved**
- Prop: D.Moore; sec: B.McKay
5. **Matters arising/ updates**
 - 5.1 **EGM** It was noted that the EGM was positive prior to this meeting and thanks expressed for those members who attended.
 - 5.2 **Code of Conduct** The signing of the Code of Conduct by all Trustees was postponed to the next Board Meeting.
 - 5.3 **CCDT Complaints Procedure** It was reported that the work on updating the complaints procedure was not yet complete. To defer to the next meeting.
 - 5.4 **Development Officer Update (Report Circulated)** It was reported that there have been around 250 people through the door at Callander Connect at the launch and since, with a lot of ideas being put on the ideas tree. Huge congratulations by the Trustees were expressed to the team for getting it up and running so quickly. It was reported that the Cycle Share Fund application has been successful. Jim Riach will continue to support with the delivery of the project and will be based at Callander Connect one day a fortnight in his role as Active Travel Officer. It was noted that the Window Display is up and running although a temporary

poster is in place due to the issues with the digital screen.

It was also noted that several other funding applications are in process including UKSPF second round for a Meadows Masterplan Feasibility Study, Climate Hub Seed Fund for Climate Action Callander and also the Third Sector Resilience Fund, which will be a combined application from Callander Resilience Group and CAC.

5.5 Group Reports

- 5.5.1 Support Fund** It was noted that over £7000 of the fund has been given out through CAB to individuals in need in Callander and the need continues to be great. It was agreed that this fund should continue to be topped up as required with quarterly meetings to review the requirements which could be added as an agenda item to the Hydro Fund Committee meetings. A discussion took place on the risk management of the cash withdrawals from the fund which is currently a designated pot in the General Account and it was agreed a separate Bank Account should be set up to minimise this risk.
- 5.5.2 Climate Action Callander (Report Circulated)** An update on what the £8750 lottery funding received in 2002 has achieved so far was given as well as plans up until the end of March. It was suggested that a formal request to become an 'Affiliated' organisation should be made.
- 5.5.3 Greener Callander/CWG** A verbal report was given from an email. CWG is continuing to work on clearing regrowth from the 'Arboretum' enclosures but is restricted to weekends until the end of February. GC are preparing for this year with a plan to refurbish planters/beds outside St Kessogs as their major project this season. A proposal for a new bed in the Mollands area supported by the Rotary Club was also discussed.

(C.Fingland left meeting)

- 5.6 CCHL Share Purchase** It was reported that we have a share certificate for the purchase and CCHL have paid down the loans. A letter will soon be submitted to both HMRC and OSCR to ask permission that it be an allowable expense.
- 5.7 Governance Training Update** Currently awaiting dates from DTAS Representative for free training session for the board.
- 5.8 SCVO Membership** It was agreed to renew for a further year and review again. It was decided membership of ASSC was not necessary and could be allowed to lapse.

5.9 Callander Enterprise It was reported that CE were having an open meeting for members and non members on Tuesday 6th Feb for any business owner. It was agreed that CCDT should support CE further by becoming a member in view of the VIC and Flat.

5.10 Operations Manager Role The scope of the new role of Operations Manager was discussed. It was agreed that the role should be advertised with a salary negotiable in the region of £40k, closing date of 1st March. It was agreed that the role should be advertised through GoodMoves and Indeed as well as the CCDT website. It was also noted there should be a 6 month probation period to allow for a proper review of the role and successful candidate.

5.11 VIC Staffing It was reported that a meeting had been held with the VIC Managers and Committee to discuss the change of terms to PAYE.

5.12 Finance Update Budget vs Actuals report was circulated. Income and Expenditure had been roughly in line with expected budget.

6. Any other business

6.1 Update to Register of Interests M.Griffiths reported that he is now Chair of the Ben Ledi View and VC of the Callander Shooting Club.

6.2 Resilience It was noted that analogue BT Landlines are soon to be disconnected and replaced with VOIP. There will therefore be no back up should electrical power be lost which was raised as a major concern for Resilience and Emergency planning.

6.3 Internet Access A discussion took place on the poor quality of Internet Access to much of Callander as there is Fibre to the cabinet but not to many homes. A question was raised as to whether there was any opportunity for CCDT to 'partner' with BT to rectify this.

Agreed by Board and Signed by F Park (Chair) on 27th February 2024.