

Meigle and Ardler Community Development Trust Board meeting minutes		
Date:	25/02/2021	
Time:	7pm	
Location:	Online	
Present:	Kevin Stirling (KS), Caroline Ness (CN), Peter Menzies (PM), , Steve Ebbitt (SE), Hannah Woods (HW), Andy de Vale (AdV)	
Apologies:	Alison McLure (AMcL),	
Declaration of interest:	None declared; KS reminded team that any potential conflicts can also be flagged as we discuss items on the agenda.	
Agenda items		Actions
3&4	<p>CN asked for two amendments to 25.02.21 minutes: Alison McLure and Caroline Lawrie added to Flame of Fusion contributors, and clarity on the length of the project.</p> <p>Otherwise, last meeting's minutes agreed by KS and PM to be an accurate representation of the meeting.</p> <p>HW to resend out OSCR registration form to Trust members as well as the link to the location in GDrive for completed forms to be uploaded.</p> <p>AOB – Colin Stewart has not come back re business liaison. Likewise CN has heard nothing from NFU.</p> <p>All other actions to be discussed elsewhere in agenda. Minutes agreed by PM and KS.</p>	
5	<p>Project updates</p> <p>a) Community Development Worker</p> <p>CN is compiling a handover plan in the GDrive, and will need to assign the various bits of work to others on the Trust. Some aspects (e.g. PVG, email account and social media) will require active and ongoing attention; others (e.g. operations manual) are not quite so urgent. HW to take over monitoring of macdt.info@gmail.com initially.</p> <p>b) Smart Village</p>	<p>HW to work with CN taking over email account.</p>

	<p>Website is now live, and initial feedback has been very positive.</p> <p>CN explained role of digital champion, and noted it was not entirely clear how much access and freedom they would expect to have to Smart Village and MACDT social media. 4 applicants had expressed an interest in taking on the role of Digital Champion to ensure that the Smart Village was kept up to date. CN was not aware of the order the applications for digital champion were received, so we would need to decide on an internal process for selection.</p> <p>The role of who was best placed to take on the role of Digital Champion was discussed at length and candidly by all attendees.</p> <p>It was agreed that having one Digital Champion from Meigle and one from Ardler would be a good demonstration of both villages working together.</p> <p>HW volunteered to be website administrator to do this as and when required but did not want the role of Digital Champion as not comfortable with social media.</p> <p>KS suggested HW share the role with Alan Bell from the Ardler Tavern (who had shown interest in the Digital Champion role). KS to approach Alan and see if he can attend the training on Monday, with HW to also do the training when possible.</p> <p>c) CAP</p> <p>CN has been working far more than her allotted hours to complete the survey analysis, and is close to completing the stakeholder analysis (a time-intensive process as requires re-listening to all recorded Zoom calls). Similar themes have emerged between the two, with business and education more prominent in the latter.</p> <p>Mentimeter poll is set up ready for people to vote on their preferred actions within each theme. QR code for easy access printed on 5 1mx1m banners (with KS) and several A4 laminated posters (with Jackie Brierton). KS and PM to place at strategic points around the two villages.</p>	<p>KS to approach Alan Bell re Digital Champion role</p> <p>KS and PM</p>
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	<p>4 themed zoom room meetings to be set up for voting week, with CN producing videos to introduce each theme that will also be available on the MACDT YouTube channel. Each themed call to be run by a member of the CAP Steering Group, with CN present to record pertinent comments. KS commented that it was clear in the steering group meeting just how much work CN had put into the CAP review.</p> <p>AdV suggested an extra meeting in April to review the priorities set out in the final CAP report, to general agreement. CN added that the CAP report does not mean that only the priorities that receive the most votes are acted upon.</p> <p>d) Flame of Fusion</p> <p>Press Release in the Blairgowrie Ad went out on Tuesday. Many strands in progress: Gordon is coming to the next meeting to discuss orienteering, Caroline has set up a map run that uses a phone app rather than physical markers, Wanda is doing something wonderful with words and there is a “name that dog” scheme to get rural dog owners involved.</p> <p>£500 from Public Health Scotland (PHS) to cover resources. Some of the funds could possibly be used by Cat Mackay to make information boards. PHS are also planning to make a video of the three areas involved in the project, though CN doesn’t think the funds are to go towards this.</p> <p>e) Meigle Bowling Club</p> <p>Slow progress with the lease. PM in discussion with PKC and Kinloch Hall committee re a planning permission for a container. Any storage container could be clad to improve the appearance.</p> <p>PM to go to Bowling Club this week to check condition of the pavilion and grounds; some swelling of the doors with all the recent rain.</p>	<p>CN</p> <p>PM</p>
6	<p>Finance Update</p> <p>a) Bank account has been approved, now requires a deposit of £1000 for it to be fully activated and usable. KS to email Keith Glass, finance manager of GrowBiz, regarding a loan.</p>	<p>KS</p>

	<p>AdV to compile a year-to-date spreadsheet (what has come in, and what has been spent), and to investigate software for receipt management etc. Anyone with receipts to contact AdV. Bowling Green expenses covered by the MA Community Council.</p> <p>KS to check year end was decided to be end of September. KS suggests AdV sets up a financial MACDT account.</p> <p>b) Funding SE: Bank account details required for funding application. AdV shared the letter with the bank account details on GDrive here. PM and SE to liaise this week to go through funding possibilities.</p> <p>KS has signed up MACDT to Amazon Smile, which donates a small amount when people spend through the link. KS to send CN the link to share on the website.</p>	<p>AdV</p> <p>All KS</p> <p>SE</p> <p>KS</p>
7	<p>Operational update</p> <p>Community Development Worker</p> <p>Position will be vacant from the end of March. Via email discussion Trustees have agreed to delay filling that role until it is more clearly defined through e.g., CAP results, funding secured etc.</p> <p>Wanda McGregor</p> <p>Wanda is a mental health nurse with an MSc in Literature. She has been working on the Flame of Fusion project (with CN, AMcL, Cat, Caroline etc.), looking to write poem(s) collating the experiences of local people throughout lockdown. Wanda had expressed an interest working with the Trust to set up a writer's circle, but with the Flame of Fusion project extending beyond CN's tenure, Trustees have agreed ask Wanda if she would lead the project. AMcL has calculated that roughly 30 hours a month until the end of May would be required, and Jackie Brierton (GrowBiz) would fund the position. Wanda would report directly to AMcL, who is also part of the Flame of Fusion project.</p> <p>Developmental Trust Association Scotland</p>	<p>KS and AMcL to reach out to Wanda</p> <p>HW</p>

	Our provisional membership application to DTAS has been accepted; log in details to their website and the resources therein will be shared in due course by HW	
8	<p>Any other business</p> <p>PM asked if anything further had been heard from Alli Napier regarding the Men's shed. A good excuse for people to gather (not necessarily a male thing, but men often need a reason to congregate). Would need to find a venue, even temporarily, with power, light and access. Alli Napier has been involved with such projects before, has access to information and expertise. Possible venues – Guides Hut on the Forfar Road, or talking to Dundee City Council re Belmont. PM to talk to Alli further.</p>	PM
9	Current schedule of MACDT clashes with AMcL Mountain Rescue medical training. Attendees agreed monthly frequency is working well, and will now shift to last Tuesday of every month. Next meeting therefore Tuesday 23 rd March 2021, 7pm on Zoom.	
Signed:		Date: