

Minutes of the meeting of Trustees of Bailies of Bennachie held in person and Teams at the Garioch Heritage Centre, 8^{th} August, 2022 at 7pm.

In Attendance, Trustees: Alan Henderson (AH), Jim Herbert (JH), Willie Linklater (WL), Peter Stock (PS) (Quorum of 4 as per constitution.)

In Attendance, non-Trustee: Stella Gauld (SG)

ITEM	DESCRIPTION	RESP/ ACTIONER
1 Apologies	Apologies were received from Ann Baillie (AB), Lorna Bell (LB), Fiona Cormack (FC), Alex Doig (AD), Margaret Garden (MG), Donna Taylor (DT)	
2. Minutes	Previous minutes of 11 th July were noted correct with the following notes and approved. These will be electronically signed and stored. One item arising, regarding legacy being discussed internally and all items regarding values should be removed before posted on line. Action re volunteers for Work Parties is being handled by WL. Frank Strachan item to be removed from website minutes. Open actions now need to be kept on a spreadsheet.	SG WL/SG
3	Pre-reads were all previously issued, and no comments on these.	
4	 Treasurer's Report 45% of funds now invested with Rathbones, remainder 55% to be invested over next few months. Investments with reputable, ethical companies, and AH reported that all going as planned. Mix of high dividends and growth stocks. £2k of interest received. £400k remains in cash, £220k in current a/c, remainder with savings a/c. Reasonable interest where it is. Require plan for a spend budget with the 50th anniversary looming. Calendars printing cost in at c£3k, sold for £5, but wholesale and cost price are different. Require 3 OSCR points of contact, so AH and PS now as well as WL. 	
Bid for Time	AB Attendance Allowance regarding expenses, and this was dealt with on previous meeting. Allowance for team leaders, able to spend and have reimbursement agreed. Re volunteers, propose to have some allowance for expenses, and AB proposes every volunteer should get a £10 allowance to offset. WL suggested two-tier approach, locals receive £10, and further afield receive £20. Agreed not to progress, defer to next year. Due diligence required to which problem we solve vs admin in paying monies out. Opportunity to give a "gift" to regular volunteers.	





ITEM	DESCRIPTION	RESP/ ACTIONER
	 New Trustee Recruitment. David Bale is keen but unable to come on a Monday. All keen to have him on board. Get feedback on meetings on another evening from Trustees. David Lal is another option, business strategist, living in Kemnay. Was able to come tonight, but with attendance down, was put off to another night. WL asked which area these would be covering? Vacancies are WP, BLP, environment, publications and arts. Need to diversify the Trustee base. Perhaps advertise the openings in social media. Requires the Trustee remit created. WL suggested that the first port of call to be the members. WL reminded that FC had previously suggested a newsletter, and she to be asked to get this publicised. PS to approach FC. Do a member mailshot is priority option. 	PS PS/FC PS
	 GDPR, WL said that completion of Phase 1 raised us a level and we have a plan in place to raise a further level (2nd highest), where we require to be on completion of Phase 2. Quote has been recd, as preread. WL requires approval to go ahead. Approved. Using own device, security. Retention of data and data cleansing, been reviewed with volunteers, need to have membership reviewed. Try to do more of our work online, rather than printed copy. Training – can potentially be online, or face-to-face. Included in quote. 3 levels, Trustees, Owner Trustees and Team Leaders. Each group to take c. 1 hour, after intro by pre-read. WL to write up the training obligation and send out, but can be included at Trustee meeting. 	WL
	 Plan on Work. WL says that he needs a more detailed, integrated plan on our activities. Need at least a 1 year plan, to include the 50th activities. PS suggested that he could start a rough copy of this. There is the 2021 plan to revisit. Also require a 5 year strategic plan for the long term views. Require to understand actually where the Bailies need to be in the 5 years, what are the aims. Perhaps a workshop to bring fresh ideas to the aims. JH suggested that he could facilitate this, and also include the ideas of landowners, etc. Each plan/project requires each activity to have a financial budget 	WL/PS
	and owner trustee attributed in order to progress.A workshop in September to be arranged.	PS





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		ACTIONER
	Trustee meetings – should be at a higher level and not in detail at each monthly meeting. Trustees should be empowered to make decisions for the Bailies. The financial authority limits can be used to empower Trustees. Use Teams for all the details, not necessarily bring to meeting. Use Pre-reads. Bid for Time has helped, but still meetings require more focus and be more strategic.	ALL
	 GHC Workshop. WL suggested that PS meet with Colin Wood, to try more collaboration via an agreed workshop for discussion on projects. Also with landowners to see if any collaborative projects. BVC AH suggested we require more togetherness with the Bennachie Visitors Centre (BVC). JH said the external impression is that BVC and Bailies are the one organisation. Aberdeenshire Council is closely involved with BVC. 	PS
	Governance feedback – Youngsters to be included, and demarcation between a volunteer and a member of public. Are they covered by insurance. JH commented as long as insurance advised, we are covered, but we do need a risk assessment as matter of practice. No induction required for e.g. wildlife walks. Insurance is there to protect us in cases of negligence.	PS/JH
	• 50 th Anniversary project – Fields for Wildlife, run past the wildlife group too. Rent land from farmers and create wildlife fields. David Bale was keen on doing this. 10 hectares at Nethybridge. Budget likely in the £6-10k p.a. General agreement in the room.	PS
	Bin Stores at Back of Bennachie. PS will run with it. Perhaps up to £2k spend.	PS
	• FLS discussions - permission still to be required. Use of power tools and the container on the agenda. Strimmers, etc., may be far more effective. Memorial has appeared half way up Mither Tap. Make FLS aware of it. Project could be replace the way-markers. Signs for the Poo Bins to be made visible. Wastebin for Donview. Litter picking stations.	PS
	Landowners Workshop – Monymusk, Forbes and FLS with the Bailies to have a brain storm to see if there are any effective ideas to find projects of mutual interest. Can we influence any of the planting programmes, e.g. the clearfell area by the containers, can natural woodland be considered? Request consideration of the Bailies aims before actions happen. PS to write letter suggesting meeting.	PS





ITEM	DESCRIPTION	RESP/ ACTIONER
	Rowantree Toilets – the image of the Bailies is impacted with the Council not opening them, as seen to be "ours". Temporary portaloos, can these be considered? Once in place, can never be removed. PS and MG to take this matter off Trustee meeting agenda.	PS/MG
	• Marketing - FortyTwo proposed to do the marketing for Bailies, and pre-read was submitted. Do we need to ensure our aims are defined before we hire these? Good feeling that if we meet them on a workshop to work together, they might facilitate our aims for us over discussion. They also include a website option (£4-5k). WL commented GlobalWeb is antiquated. ShareSpace can be replaced with Teams for file storage. Decision made at the meeting to go ahead. PS to approach FC in order to progress.	PS/FC
	Ops Manager – Require this to be moved forward.	
	Meeting finished 20:53	
	Next meeting 12 th September at the Garioch Heritage Centre	

Signed – Chair – Peter Stock
Date 12th September, 2022

Signed – Secretary – Willie Linklater Date 12th September, 2022 Win Elium

