



Minutes of the meeting of Trustees of Bailies of Bennachie held in person at Garioch Heritage Centre and also on Teams on 4th April, 2023, at 7pm.

In Attendance, Trustees: David Bale (DB), Ann Baillie (AB), Lorna Bell (LB), Alex Doig (AD), Alan Henderson (AH), Peter Stock (PS), Donna Taylor (DT), Allan Will (AW) in person, and Willie Linklater (WL) by Teams.

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

ITEM	DESCRIPTION	RESP/ ACTIONER
FOR THE RECORD	<p>Minuted notes that following the last meeting, Willie Linklater rescinded his resignation and will continue as a Trustee in the Secretary role.</p> <p>A further new Trustee, Allan Will, was co-opted by the Trustees to take over the role of the BLPG Trustee from Ann Baillie. Allan was welcomed and introduced to the Trustees at the April 4 meeting.</p>	
1 Apologies	<p>Apologies were received from Fiona Cormack and Kim Morgan.</p> <p>Absent – Jim Herbert</p>	
2. Minutes	<p>Previous minutes were accepted as correct.</p> <p>Items arising,</p> <ul style="list-style-type: none"> •Actions will be in a spreadsheet as a pre-read to update ahead of the meetings. 	
3	Pre-reads were all previously issued, and no comments on these.	
4	<p>Treasurer's Report</p> <ul style="list-style-type: none"> •Thanks to all for assisting with the 2022 accounts, now sent to auditors. •Spend to date is £9.5k, vs £49k annual spend, so on track. •Rathbones meeting to discuss investments is scheduled for 2nd May, 2.30pm, for the 6 monthly update. •For info, Mountain Bothy Assoc has outsourced their membership and accounting and is a possibility for BoB, but not at the moment Henderson Black in Fife are the accountants used •Just Giving has been contacted, potentially could be used for memberships, but traditionally this is used for donations. •Essentials, chased by AB to pay outstanding invoice, no joy yet. (Received and banked 24 April) 	AB



ITEM	DESCRIPTION	RESP/ ACTIONER
Bid for Time	<p>Approval of the 2022 financial statements.</p> <ul style="list-style-type: none"> • Opportunity for questions on accounts. • Changed accounts from cash basis to full accounting, along with notes. • Fairly standard to have this for larger charities, so used standard wording available. Some flavour has to be given about the investments, what they are and the movement of the funds through the year. • The audit has not yet started though accounts provided. May be a few months, then need to be submitted to OSCR. There may be some questions from OSCR with the format changed. • DB said that the press may pick up the legacy and we should have a statement prepared. • Proposal to accept the accounts as correct by Lorna Bell, seconded by Margaret Garden, and unanimously approved by those in the room. Accounts documentation individually sent to each Trustee for email comment and acceptance return to AH. Acceptance by three trustees outstanding. • Alan was congratulated on the quality of his report and his work behind the scenes to compile it 	<p style="text-align: center;">FC</p> <p style="text-align: center;">AH</p>

ITEM	DESCRIPTION	RESP/ ACTIONER
	<p>GDPR</p> <ul style="list-style-type: none"> • Next meeting will have a pre-read video for viewing, as we are nearly there and hopefully all will be completed by May. It will be shown again at the meeting, to take questions and sign off. • As part of GDPR for those handling people's personal data, Bring Your Own Device (BYOD), in addition as good practice for everyone handling Bailies confidential information, everyone's device needs to be secure and running appropriately with up to date virus protection and standard operating systems. • Warning about potential data loss or financial info loss from hackers. Could be a data breach, and need to find a solution to prevent this. • Hopefully new IT Trustee could be on board to assist. • SCVO, Scottish Council for Voluntary Organisations, provides IT service to other charities. Other option is an IT company, who can monitor over internet via software on device, which only impacts on the device, not the content of the device. • DB commented that sometimes double security has a working impact on the device. • Two things happened –a) automatic updates for kit, but hadn't installed that update as was there, but required the install. b) research, home working, 50% of data breaches happen on home laptops. The extra security will reduce this. • GDPR is driving a lot of change, far more than originally anticipated. Reputational damage, injury to the party(s) whose data has been stolen and trustee time should a breach occur are the biggest driver. 	<p>MG/WL</p>
	<p>Preparation for AGM</p> <ul style="list-style-type: none"> • Alex, report will be finalised in next few days. Need a week for printing, 7 day turnaround. Report will be printed as A4. End of next week, 15th, for posting, some 60 require posting. SG to prepare labels, envelopes and stamps. Alex was congratulated on the quality of his report. • 2 weeks notice for the AGM. Digital notice is ready now, and can be sent by bulk email to the membership when it's ready. • Invite needs to have the previous minutes, information for zoom call (request by email to Admin@), agenda, Trustee report and location for in person, email, by 15th. • 24th to be a dry run of the meeting, preferably during the day. Info to when to be shared. (Same evening as BLPG meeting.) 	<p>AD SG</p> <p>PS/WL/AH</p>



ITEM	DESCRIPTION	RESP/ ACTIONER
	<p>Rowantree Toilets</p> <ul style="list-style-type: none"> • Failed to reach agreement with Aberdeenshire Council to maintain the toilets as they don't want the expense. In 2022 the toilets were not open at all, but resultant mess was left behind the building. • AB investigated two cleaning companies (£50 pw), but council arrived without key, no water, etc. Building may need repair now. Claire Lessells at Council, asked if the community group were to look after, as they would not have funds to replace or repair. • Expectation that there should be toilets. Took 4 months for the Council to remove a tree stump preventing disabled access. • Bennachie Community Council, two reps from Chapel of Garioch, wouldn't have access to funding, but may add weight to the BoB efforts. As the Car Park needs to be fit for purpose, Abdnshire council should have responsibility for the toilets too. • Bob will get a good name if we could facilitate the upgrade of the toilet. • MG suggested that we escalate the issue of the Council efforts. Council will have to check quality of water. Is building fit for purpose? What is the cost of this? • AB will get a survey of the toilet by Abdnshire Council, and then progress where possible. PS has architect contact who could help survey. • At Donview FLS has a lease with the furniture maker, so one toilet is available there, as his lease includes the toilet. Can we find out when lease expiry? (PMN: Could we agree something with lease holder as suggested by FLS in Jan) • Should we consider a new structure at Donview? 	<p>AB/PS</p> <p>PS</p>
	<p>This discussion had a small comfort break to view the rehearsal of the Bennachie play.</p>	



ITEM	DESCRIPTION	RESP/ ACTIONER
	<p>50th Anniversary Update</p> <ul style="list-style-type: none"> • PS & AB met with George Walker Events Management and proposed that this is the way forward for the 50th. Review of 1973 to 2023. • Originally having the play showcased, but exams prevent actors taking part. Jackie Ross cannot come. • Tara Leiper will present the piano pieces, Nadine Ralston will play clarsach, Ian Thow will play with Garioch Fiddlers. • Hall will be decorated, on stage will have PMN large screen TV with “outside taken in”. More info for the public to look at, will have a photo montage, by Douglas Stalker?, will take photos on the day too. George Walker will take 2 plasma screens, show YouTube Doric tales of Bennachie, Jackie Ross, seating, Bailies tables, membership, books, Wildlife group, BLP, work parties, fun & learning. Need all Trustees to be available to man the areas. • Andrew Smith of Little Brown Dog Gin, he will have license but AB checking if security is required, still to be finalised. Benches to be made up for cups of tea, etc. • Mark Steven is MC. Doors open from 12-4pm. Official start / welcome at 1300. Running order is filed in Teams. • Invites to go to previous Trustees, Bailies, press contacts, and marketing from Inverurie Bid and 42. FC and PS has written a programme for the marketing and media. • AB noted that the as original budget was £5k and it was subsequently agreed earlier in the year by trustees that £3k was appropriate,. Request made to increase budget to £7k. We have to market this to ensure there is a good audience, as cost per person is very high. AB/PS strongly justified the cost as a showcase for the BoB, as most of this cost is now from the external caterer, set up and take down, screens, radio mikes, catering staff, etc. A detailed quote is not yet received from George Walker (PMN PS met with George on 6/4 to reduce cost / scope). Significant opposition to the scale of the budget now and the increase from the agreed £3k. Treasurer requested updates on cost to ensure this revised amount not exceeded • Insurance costs still to be assessed. • General feeling that we can’t back out now, and all the work is rewarded with numbers through the door and long-term benefit. Approval to go ahead. But also got to keep the momentum going from this event. • The membership will be sent bulk email about the event. • Flyer to go with the posted Annual Reports. • Check on the quality of the Wildlife videos, as may be pixelated on big screen . • General comment that Teams is used to file documents but the pre-reads could be more expansive and more notice given to Trustees of progress from sub-group • Further comment that a post like the Ops Manager could have been given some of the role, as there is no one currently to delegate to. To be expedited 	<p>AB</p>



ITEM	DESCRIPTION	RESP/ ACTIONER
	<p>Soundscape</p> <ul style="list-style-type: none"> •Pete Stollery has offered to generate a sound signature of the hill. Public will be invited to record sounds when out on the hills and recording birds, wind, leaves, etc., and this would be produced onto a sound map. £1k all up, in two instalments. •How is it accessible? This is running nationally, not just locally. Stand on the 20th. It's from the hill, so relevant for the 50th. •Some dissenting voices that this is not for the hill, too many arty things going on. Need more events on the hill itself. <p>This item was not approved (PMN – Pete Stollery informed)</p>	
	<p>Writer-in Residence</p> <ul style="list-style-type: none"> • We are unsuccessful in securing funding so, to proceed, BoB would carry full costs. • Project not approved (PMN Ian Grosz informed, will try again next year when new funding round starts) 	
	<p>Progress for BLPG</p> <ul style="list-style-type: none"> •AW requires confirmation of the owners of the land for permission for the Pittodrie dig later in the year. Check with Andrew Tighe, as a starting point. Can we check with the selling agents? AH has an email of contact of agent. Need to check the boundary of Turnpike of sale ground. •Gordon Noble was proposing a dig in June on Mither Tap. There has been no contact with Bailies for this and it is not part of the Baillies / BLPG activities. Checking on progress of this and what was agreed at last BLP meeting, possibly Gordon to contact secretary. 	AW
	<p>Work Parties</p> <ul style="list-style-type: none"> •Successful day for Workparties, someone travelled from Dundee to volunteer. All trees planted on Saturday, the additional Sunday was cancelled. Jackie Cumberbirch would like the trees mapped for records. 	KM
	Meeting finished 21.10	
	Next meeting Tuesday 16 th May at Garioch Heritage Centre, 7pm	

Signed – Chair – Peter Stock
Date 16th May, 2023



Signed – Secretary – Willie Linklater
Date 16th May, 2023

