

**Kincardineshire Development Partnership  
Board of Trustees Meeting – Wednesday 24<sup>th</sup> March at 8.15 pm  
Virtual Meeting via Microsoft Teams**

**Minutes**

**Present:**

Ron Sharp – Portlethen Town Association  
 Mairi Eddie – Benholm & Johnshaven Community Council  
 Andrew Newton – Stonehaven Tolbooth Association  
 Sandra Davison – Mearns Area Partnership  
 George Cruickshank – Newtonhill, Muchalls & Cammachmore Community Council  
 Marion McNeil – Crathes, Drumoak & Durriss Community Council  
 Isabella Williamson – Arbuthnott Community Council  
 Bob McKinney – North Kincardine Rural Community Council  
 Ian Hunter – Stonehaven and District Community Council  
 Walter McMillan – Portlethen Men’s Shed  
 Bridget Scott – Betteridge Centre

**In Attendance:**

Jacky Niven – KDP Development Worker  
 Margo Titmuss – KDP Administrator (Minutes)

**1. Welcome**

The short meeting was chaired by Ron Sharp.

**2. Election of Office Bearers**

Position	Nominee	Proposer	Secunder	Agreed
Chair	Ron Sharp	Walter McMillan	Mairi Eddie	Yes
Vice Chair	Mairi Eddie	Ron Sharp	Andrew Newton	Yes
Treasurer	Andrew Newton	Ron Sharp	Bob McKinney	Yes
Secretary	Bridget Scott	Ron Sharp	Mairi Eddie	Yes

**3. AOCB**

Staff

Mairi Eddie highlighted that KDP requires more formal procedures for supporting staff including such things as appraisals, contracts, timesheets, etc. She proposed that a position is created and that can be fulfilled by one or multiple Trustees, who have knowledge in the specific areas.

Mairi advised that she had spoken to Marion who filled the Staff Liaison role in the past, who agreed that the new position required more formal procedures and knowledge.

It was decided to add this to the next meeting agenda.

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#### New Trustees

Prior to the AGM, Ron Sharp spoke with Karen Traill of Edzell Woods Community Trust who was considering joining as a Trustee. Ron will follow up with Karen to find out if she is still wanting to join, if so, a nomination form will be provided.

Following Ian Hunter's information that Paul Melling was resigning as a KDP Trustee, it was agreed that Portlethen Community Council should be approached to clarify the situation and offer a new representative if required.

**Action** – Margo to email the Portlethen CC secretary for clarity.

#### Covid Sub-Group

It was agreed that the subgroup formed to deal with KDP business during the initial Covid restrictions would be disbanded and that full Trustee monthly meetings will resume with immediate effect.

#### **4. Thanks and Date of Next Meeting**

Ron Sharp thanked everyone for attending.

The next meeting will be on Thursday 29<sup>th</sup> April at 7.00pm. This will be a virtual meeting.

The meeting closed at 8.40 pm.

Minutes taken by Margo Titmuss

I, RONALD SHARP hereby confirm these minutes reflect a true and accurate record of the meeting.

Signed: R. Sharp 13/5/2021 Date: