Kincardineshire Development Partnership

Kincardineshire Development Partnership
Board of Trustees Meeting – Thursday 22nd August 2024 at 7pm
Community Room, Stonehaven Community Centre

Minutes

Present:
George Cruickshank – Newtonhill, Muchalls & Cammachmore Community Council
Bridget Scott – Bettridge Centre
Ian Hunter – Stonehaven & District Community Council
Starkeeper Morton – The Haven
Peter Flockhart – TRAK

Apologies:
Eeva-Kaisa Arter – Catterline, Kinneff & Dunnottar Community Council

In Attendance:
Henning Wagner – Mill of Benholm Enterprise
Mairi Eddie – KDP Development Worker
Margo Titmuss – KDP Windfarm & Funding Officer

1. Welcome
The Chair, George Cruickshank, welcomed all those present and thanked them for attending. He advised the Board that Andrew Newton had resigned as Trustee, with immediate effect. Eeva-Kaisa has also expressed a wish to leave the Board but has agreed to stay on until a replacement Trustee can be co-opted.

2. Approval of Previous Minutes
The minutes of the formal meeting of 16th May 2024 were approved as an accurate record of the meeting. They were proposed by Ian Hunter and seconded by Peter Flockhart. In addition, the minutes of the meeting of the Election of Officebearers on 20th June 2024 were approved as an accurate record of the meeting. They were proposed by Bridget Scott and seconded by Starkeeper Morton.

3. Matters Arising.
4. Reserves Policy to be added to next Agenda.

4. Nomination & Acceptance of Co-Opted Trustee
Henning Wagner was nominated as a co-opted KDP Trustee on behalf of Mill of Benholm Enterprise. He was proposed by Peter Flockhart and seconded by Ian Hunter.
Action – Margo to provide Henning with KDP Welcome Pack, including constitution.

5. Finance Update including Cash Flow
Finance report shared in advance. The Treasurer advised that it was an improving forecast due to recent funding successes. The date when KDP would run out of funds is now February 2026, rather than November 2025. Bridget advised that she has contacted OSCR to change the main contact from Andrew to herself. Once this has been finalised, the annual return will be completed.

6. KDP Development Officer Report
Mairi shared an update in advance. Main points being:

- KDP AGM – a very successful event, with positive feedback. The latest Annual Report was also shared at the event. Copies are available for Trustees to distribute to interested parties.
- Place Planning – funding has been received from the Council to develop a Community Action Plan Guide. A great deal of time has been spent creating an eye-catching and informative guide, and we have received very positive feedback so far. It will be available for the Trustees to view once the Council has concluded their assessment. KDP will also present two Place Planning workshops in the coming months, funded by the National Lottery award.
- Halls Network – successful event in April with another possibly in the Autumn.
- Bervie Wellbeing Event – Mairi was involved in this event which has resulted in a twice-monthly Bervie Strollers walk, which starts and ends at the Community Café. New walk leaders are being encouraged to get involved.
- Community Planning SLA – Area Manager is hoping to extend the contract for a further 3 years, and will hopefully know by Christmas. Mairi has been working on a variety of projects including refreshing and updating the Local Area Plan, developing a Food Plan for K&M and a launch event for the Growing Network.
- Out & About – visits to a couple of KDP members were undertaken over the summer and were found to be most worthwhile for KDP staff and the groups visited.

- Website – feedback on the new website continues to be positive and we are working on improving and increasing the information shared.
- Community Café Get Together – an Afternoon Tea for the volunteers of the four Community Cafes supported by KDP is arranged for September. This is an opportunity to thank the volunteers, celebrate the success of the initiative as well as a networking opportunity.
- Volunteer Event – we hope to host a smaller volunteer event at Mearns Academy in the Autumn. Margo is liaising with the school to try to make this happen.

George thanked Mairi and Margo for their hard work and offered to assist at any future events.

7. Windfarm Update

Hillhead of Auquhirie - Closed on 30th June and the panel meeting was held on 22nd July. There were 18 applications, totaling £22,445.99. 14 applicants were successful with a fund of £15,986.86 awarded. The four unsuccessful applicants were given suggestions for other potential funding sources.

The panel agreed that setting an upper limit of £1500 for applications had been very successful.

Meikle Carewe - The fund is currently open until 30th September. We have now implemented the new online application process, which appears to be working well, with favorable feedback. There are 6 applications to date, but most are received in the last two weeks.

St John's Hill - Reopens on 1st January 2025.

Windfarm Administration - The online application process will be extended to cover St John's Hill and Hillhead of Auquhirie.

8. New Membership Requests

Membership applications were received from: Friends of Forest Drive Park and Bervie Kids Club. Both were approved.

9. Trustee Recruitment

At present KDP has 7 trustees and 1 co-opted trustee. This can cause difficulties ensuring a quorum of 5 at every meeting, especially as a current trustee has not attended meetings for some time. It was decided a letter will be sent to advise this trustee that their trustee position is withdrawn as per the Constitution, clauses 55-87.

As mentioned earlier Eeva-Kaisa Arter wishes to stand down as a trustee, but there may be another representative from Catterline, Kinneff & Dunnottar to take her place, utilising the only co-opted space available until the next AGM. It will be essential to find new trustees to join the board at the next AGM. If any other Trustees were to leave in the meantime it may be necessary to hold an EGM to recruit new Trustees.

10. Funding Update

Reid Hutchison has advised that there is surplus money left from the Rural Partnership Challenge Fund, and this will be available to the remaining Rural Partners to apply for. A total of approximately £40,000. Mairi has prepared an Expression of Interest for £11,500 which needs to be submitted by the End of August. The three main strands of the application being:

- Growing Business support for the 3rd sector
- Encouragement of community sharing and repairing initiatives.
- Mapping of Community Initiatives in K&M.

The board agreed that this would be a worthwhile application and to proceed.

Mairi advised that she would also continue to look for other funding opportunities.

11. AOCB

An invitation was received from The Wee Gaitherin to attend their celebration event. George Cruickshank agreed to attend on behalf of KDP.

Tullo update – meeting to be arranged with operator.

Appraisals to be undertaken by Bridget, with another Trustee assisting. Mairi suggested also getting feedback from Lesley Robertson, as she works for the Council 2 days per week.

12. Date of Next Meeting

The next meeting will be on Thursday 14th November at 2pm. The venue is to be agreed.

The meeting closed at 8.35pm.

Minutes taken by Margo Titmuss

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

Signed: [signature] Date: 14.11.24