

ARDLER VILLAGE TRUST BOARD

Minute of meeting 16th December 2011

PRESENT

Bette Gurvan (BG)	Director (Chair)
Brian McCluskey (BMC)	Director
Keith Cook (KC)	Director
Gordon Laurie (GL)	Director
Bill Duthie (BD)	Director
Karen Hamilton (KH)	Director
Jane Martin (JM)	Treasurer
Stewart Murdoch (SM)	Director
Stewart Hunter (SH)	Director
Anne Stott (AS)	Director

IN ATTENDANCE

Vanessa Kelly (VK)	DCC Leisure and Communities
Gillian Lochhead (GLo)	Manager

APOLOGIES

Jack Payne	Director (Vice Chair)
Ian Gordon	Director
Keith Cook	Director

1. Welcome, Apologies and Introductions

ACTION

1.1 BG welcomed everyone to the meeting.

1.2 Apologies were made as above.

2. Minutes of meeting 13th October 2011

2.1 Subject to amending item 11.3 to read Cunningham and not Carmichael the minutes were approved by BD and seconded by BMC.

3. Matters arising from 13th October 2011

3.1 Item 4.3 – BMC asked if the policy had been prepared. GLo advised this was ongoing and would be part of the Changing Lives project.

4. Minutes of Core Group Meeting 28th October 2011

4.1 It was agreed that these would be approved at the next meeting of the core group.

4.2GL advised that although the Community Facilities project had now finished David Gibson could continue to assist on an informal basis.

5 Financial Report

5.1.GLo introduced the financial report. She advised that the TARA and Sanctuary Scotland HA's contributions to the Changing Lives project and SSHA's contribution to the Employability Project had been received.

5.2The cash flow had been updated to include future Wider Role Fund income and expenditure but this will change. Due to the poor uptake of the first college course was cancelled and there will also be a reduction in travelling and adult guidance expenses. The timing of future WRF expenditure and income will depend on the uptake of the second course.

6 Manager's Report

6.1GLo reported that two items needed to be added to the report. The AGM held on 10 November had attracted a reasonable number of members. Audrey Cunningham stood down as a director and Ian Gordon had stood for re-election and was duly elected. However, as no other nominations for residents' director had been received there was a vacancy on the Board.

6.2The second item to be added concerned the updating of the AVT website. A Dundee College student has been identified under the Education into Enterprise project and will shortly begin work on redesigning the site.

6.3GLo expressed her disappointment that the first course of the Employability Project had not gone well. Despite having 10 trainees recruited only 3 trainees attended the induction session with one subsequently dropping out. Those who did not attend were followed up where possible and the reason for not attending appears to be apathy. The next course is due to start on 16 January and recruitment for this had already started. A press release has generated some interest and publicity material is on display in Ardler and the surrounding areas. An article was also placed in the recent edition of the Village News.

6.4GLo advised that the application to Sanctuary's Community Investment fund for the Changing Lives project has been

successful. The steering group is currently being finalised with a view to holding the first meeting in January.

6.5 GLo advised the switch on of the Christmas Lights will be on 7 December. The two primary schools and the 50+ club will be providing entertainment. The Ardler Youth Café will perform the actual switch on and Santa will make an appearance. Refreshments will be served afterwards in the Complex café. Donations from Morrison Scotland and the Co-operative Funeralcare have paid for the tree.

7 Charity Shop Report

7.1 GLo reported Stella Hutchison has decided to step down from her role as manager. She is still recovering from surgery and expects this to take some time. The Board expressed it's thanks to Stella for her contribution to the success of the shop and wished her well for the future. It was agreed GLo would arrange for flowers to be sent. The new manager is Dorothy McGann who has been covering for Stella and has agreed to carry on in the role.

GL

7.2 The shop continues to do well with income for the period totalling £2,890.92 giving a total income for the year of £13,365.77 which is slightly behind the budget forecast. .

8 Business Plan

8.1 The draft Business Plan was introduced by GL and it was agreed that it clearly sets out the challenges facing the Trust. Following a broad discussion it was agreed a number of amendments should be made including;

GL

- The SMDI objective on page 3 should be in partnership with others.
- The objective on page 3 should read to be financially independent and remove generating an annual surplus.
- Clarifying the geographical area of operation on page 5.
- Using stakeholders rather than customers and clients on page 7.
- Clarifying measurement of the targets on page 9.
- Removing the second last target on page 9 as it is not particularly strategic.
- Amending the last target on page 9 to preparing 4 newsletters as the action and the activity to be involving the community.
- Showing the continued support from Sanctuary Scotland on Page 10.
- Preparing a 3 year budget.

8.2 GL proposed accepting the business plan subject to the above amendments. This was seconded by SM and approved by the Board.

9 Social and Community Group Update

9.1 GLo spoke to the minute of the latest meeting.

9.2 GL commented it was encouraging to see that Ardler was the quietest area in Dundee in terms of police reports as reported at item 7.6 of the minute.

10 AOCB

10.1 The Board discussed if a change of night for meetings might allow more directors to attend. It was agreed to keep the meetings to a Thursday but Sanctuary will consider their representation to try to ensure its two directors can attend.

10.2 GLo asked the Board to consider holding AVT meetings in the AVT office to reduce catering costs. It was agreed that the sub group meetings should be held in AVT but the Board would continue to meet in the Complex. BD will ask the management committee to agree to waive refreshment charges.

BD

10.3 Following a discussion on membership of the Board it was agreed to approach Dundee City Council to ask them to review their representation. SM indicated the council was happy in principle to do this. It was agreed that GLo would draft a letter once the new business plan was finalised and ask that council representation reflect the new priorities for the Trust.

GLo

10.4 BD asked if the 2012 Fun Day would again be held indoors. GLo advised that this would be discussed at the first planning group meeting.

10.5 BMcC asked that a Neighbourhood Representative Structure item be included on each agenda.

11 Date of Next Meeting

11.1 The next meeting will be on 16 February 2012 at 6.30pm.