Tomintoul & Glenlivet Development Trust

TGDT Board Meeting

Date: 13th May 2020

Video Conference (5-7pm)

Minutes

Present: Doug Nisbet (DN, TGDT Director & Chair), David Toovey (DT, TGDT Director & Treasurer), Tilly Smith (TS, TGDT Director & Vice Chair), John Polak (JP, TGDT Director) Jenny Herschell (JH, TGDT Director) Andy Wallace (AW, TGDT Director), Alastair Sharp (AS, TGDT Director).

In attendance: Oli Giles (OG, TGDT), Liz Henderson (CNPA), Fiona Robb (HIE)

Apologies:

Due to the restrictions associated with COVID – 19 the meeting was held online.

Actions carried over from previous meeting (updates in *italics*)

Minutes		
Minutes of previous meeting	TGDT Board minutes from 15th April were approved. Proposed by Jenny Herschell Seconded by Tilly Smith	
Matters arising from previous actions	LH asked for request for cashflow forecast to be added to the meeting minute FR suggested reverting to a Zoom meeting due to the difficulty some directors experienced using Skype DN informed the board that the campsite meeting had taken place and would be covered in the agenda The request for a TITP meeting received a limited response. Deadline for starting organising is mid June so a new date will be circulated	OG to complete the cashflow and circulate with June board papers OG to circulate a new TITP meeting date

Conflict of interest and governance	No conflicts of interest were raised No governance issues were reported	
COVID – 19 update	**Staff** The current status of TGDT staff is as follows Discovery Centre Assistants x3 and DC Supervisor – Furloughed until further notice. DCS covered by HMRC Grant and this is being paid monthly. 3 x DCA on a £50 p/w retainer **Hostel & Discovery Centre** The Hostel and Discovery Centre remain closed until further notice. The board discussed the implications of staggered reopening of the two facilities and the issues this presents due to the funding relationship between the two facilities. DN recommended further discussion once more information was available. OG highlighted that guidance would be available on a sector by sector basis. **Community helpline and response** TGDT is coordinating volunteers in Tomintoul and working closely with GICA on volunteers on Glenlivet. As expected uptake of the volunteer service and community larder increased dramatically in May and we have taken and distributed three deliveries from Moray Food Plus. We are the main contact for our area on the Grampian hub.	
Finance report	OG presented the Hostel and Trust finance reports and the board reviewed the statements that were circulated in advance of the meeting Purchases of equipment and software for the digital archive and a Tomintoul Coat Project invoice were approved.	
Development Projects	**Affordable Housing** Locogen Stage 3 draft report has been received. Project team will review and circulate a final draft for board discussion Site sale is progressing well and our solicitor is almost ready to conclude the sale – the board agreed to wait for the outcome of the Rural Housing Fund application before proceeding with the sale and agreed to let the site owner know there would be a delay in completion. **Campsite** DN, JH and FR attended a meeting with CES and representatives of the Hill Committee and Games Committee to discuss the potential for a campsite on the Lying in Ground. Those present at the meeting saw no reason the Lying in Ground couldn't be used for camping. The board hoped CES would offer the site at a reasonable rate. FR offered to push capital funding she had identified for the project in to next years budget.	OG to circulate the final draft Phase 3 report when it's ready OG to email site owner and advise of a delay

TGLP	TGLP Board had opted for at least a three month extension and OG is working with WBW to extend staff contracts. Income from the Business Centre was discussed and all agreed that rent should be due after three months.	
AOB	Developments in the plans for an observatory in our area were discussed and all agreed that the project would be good for our area and remain open to a role for TGDT.	
DONM	10th June – Board meeting 5-7pm Email reminder to be sent out in advance before the next meeting (and the day before). Oliver Giles is inviting you to a scheduled Zoom meeting. Topic: TGDT Board Meeting Time: Jun 10, 2020 05:00 PM London Join Zoom Meeting https://us02web.zoom.us/j/86314778157?pwd=TEVUeHFTbCtzelVRTHNJV05YNFBvUT09 Meeting ID: 863 1477 8157 Password: 083976	