Tomintoul & Glenlivet Development Trust

TGDT Board Meeting

Date: 18th February 2026

Held at Discovery Centre (1709-1900)

Minutes

Present: Tilly Smith (TS, TGDT Director & Chair), Sam Robinson (SR, TGDT Director), David Toovey (DT, TGDT Director & Treasurer), Alastair Sharp (AS, TGDT Director), Neil Buchanan (NB, TGDT Director).

Apologies: N/A.

In attendance: Claire Filer (CF, TGDT).

Actions carried over from previous meeting (updates in *italics*)
TS to visit tenant and look at other shelters on ASHPs in the Tomintoul. *Issue resolved, CHT contacted residents to inform them that ASHPs should remain uncovered and during cold weather, residents need to increase the capacity in the system. A plumber has been out to investigate a smell but didn't look into the ventilation. CHT to follow up on ventilation.* TS to ask Sharon about the Smuggler's Hostel website. *Spoke to Sharon and the website works with people booking through it but the board recognised that it does need updating.*

Minutes		
Conflict of interest and governance	None.	
Minutes of previous meeting	Board discussed edits and the mintues were then proposed by NB and seconded by AS.	
2026 Core Costs	DT updated that the claim to HIE for office costs needs to be completed by the end of March. DT has secured funding from Just Enterprise for training on the accounting software. The board discussed invoices to be paid. The board has secured funding from CNPA to employ CF for 8 hours a week to help the board with the running of the trust.	**DT make claim for office costs to HIE.**

New Website	The board discussed the initial website developer who has taken deposit without completing any work. The board is trying to get them to return this or atleast get it running. The board will continue to try get their deposit back. TS updated that a group had met with a local website developer and emphasised to them the importance of the integration of the digital archive. The board discussed the initial meeting with them and agreed to make a decision next week.	**AS to write a letter to initial developer.**

Development Plan Projects	<u>Affordable Housing</u> *Solicitor Update* TS updated that a survey has been done on external walls of a tenanted property, but the roof survey has been delayed due to delayed quote from the contractor. This will examine the ventilation. Weather has also been a delaying factor. Until the survey has been finished TGDT cannot continue with snagging or contact ALPHA. *Factoring Update* TS met with Property Factor Company (PFC) who have created a constitution for the association of owners. This outlines gritting and snow ploughing, cutting back vegetation and block paving. TGDT need to propose a budget for factoring. AS asked for clarity. Only the owners will pay into this pot. Once TGDT has given PFC a budget, the owners will pay quarterly or pay for a portion of invoices. TGDT needs a separate bank account before meeting with the home owners group. *Buyer of property being sold.* A buyer has been lined up and talks are ongoing. The board discussed actions to be taken and agreed to release details only when the sale has gone through. *Selling* Another property is being sold this sale will be worked on in a partnership between the home owner and CHT. TGDT won't be involved. The board discussed CHT's role in the selling of the houses. <u>Glenlivet Projects</u> *Development Officer* CF updated the board that the sale of Inveravon Church to GICA has nearly been completed. They have also been working with Glenlivet Hall on getting their governance progressed. Braes Memorial Garden materials are starting to be purchased but work can't begin until warmer weather. CF expressed that she is looking forward to beginning her new hours. *Heritage Ranger* Lydia will continue in the role remotely to work on the digital archive and help to redefine the role. The board discussed the role and agreed that it should be Dark Skies focused.	**Bank mandate signatures signed following the meeting.**

Hostel and DC update	Hostel Report Sharon reported that the Hostel has been busy in recent weeks. Discovery Centre Sharon reported that the current hours for the PO are working for the community and should remain the same. *Tomintoul 250* Sharon reported that the group opening the discovery centre for Tomintoul 250 need to organise their schedule.	**TS and CF to sit down to Sharon to create a schedule for Tomintoul250 volunteer days.**
Finance	DT gave report of the finances and the board discussed the accounts.	
Galileo MoU	The board has signed an MoU identifying the Parish and Inveravon and Glenlivet as the area of benefit with projects outside area elgible if they also benefit the core area. The board agreed that any money would be administered by a joint board with GICA.	
AOB	Food Bank The Food Bank is open and is a great success with a volunteer running it. There is a drop off available in the discovery centre for food. AGM Board agreed to set a date for a members meeting once the factoring and accounts are finalised. KaTCA meeting TS to submit a report on behalf of TGDT.	
DONM	TBC	