**Upper Eskdale Development Group**

**Board of Trustees**

**Meeting Minutes**

**Sunday, 13th August 2023**

**Attending:** Ernie Buck, John Darwell,Jakki Gunn (Chair), Ani Lhamo, James McCulloch, Lisa Warden

 - Lara Porter and Adrian Solomon

**Apologies:** Carol Bennett, Nancy Chinnery,

**Minutes of the last meeting, 9th July 2023**.  Majority of actions have been completed. Still in progress:

* Land: Group unable to discuss with Bernard as he has been busy **ACTION**: subgroup (Lara, John and Lisa) to discuss with Bernard in September. In the meantime the subgroup should take a walk around the proposed area.

Bank accounts: James clarified that United Trust Bank do a 90-day notice account and the Board agreed, with Adrian’s approval, that the surplus funds can go in this account. Ani Lhamo moved and John seconded the motion.  The motion was carried.

* ACTION: James to set up the account and transfer the funds.
* Articles of Association: Lisa has not yet had time to start the comparison of documents. ACTION: Lisa to compare the differences and to identify any gaps, then discuss with Jakki and Nancy.
* Archeology meeting: Lara has been in talks with various people about the archeology in the valley ACTION: Preliminary archeology group to be set up, date to be identified and notification to go out.
* Fundraising: Just Giving page has been set up **ACTION:** to set up an ‘Easy Fundraising’ platform which is like the old Amazon scheme.
* Repairs and general maintenance: Ernie is currently working on sanding and staining the doors and windows. ACTION: Ernie and Jakki will try to create weatherboard for the doors from wood that we already have before investing in more. Notice board for volunteers to be tested to make people aware of what jobs they might be able to help with.

John moved and Ani Lhamo seconded the motion to accept the minutes.  The motion was carried.

1. **General Administration (incorporating ODM report)**

Lara updated the Board with her Manager’s Report. There are multiple funding possibilities available to support the community and Lara is investigating these. Of note is the Strengthening Communities Programme (SCP) which is a fund from the Scottish Government administered by the Development Trust for Scotland (DTAS). This may fund a 3 year FTE post for an ‘Enterprise/Development Officer’ for our community. Careful consideration needs to be given as to how this position would fit in with existing roles within the charity. ACTION: Trustees must submit an application (not an existing employee). Expression of interest to be submitted by 31st of August. Lara and Lisa will action so that our options remain open.

The Board discussed various options around Health and Social Care support for our community. John and Lisa are both happy to support any initiatives.

* Adrian presented the financial report. There remains a surplus in the Lunch Club fund; the Board discussed possibly using this to amalgamate a Lunch Club with Warm Hub. There is also an underspend in the Admin Assistant role with 4 months of the first year left. We are still waiting for our financial report from the accountant. ACTIONS: Lara to review underspends. Jakki to submit the Chairman’s report to the accountant so that she then sends us our accounts as part of the annual report. Adrian, Lara and James to review the possibility of retaining a new accountant once we receive this year’s financial report.

**2) EEA**

Work to start at end of August ACTION: Room upstairs needs to be cleaned out.

**3) Garden Club**

Waiting on approved funding to come through.

Ani Lhamo and John had to leave the meeting by this point which then left us below the minimum number of Trustees to continue. The meeting was therefore drawn to a close.