**Upper Eskdale Development Group**

**Board of Trustees**

**Meeting Minutes**

**Sunday, 15th October 2023**

**Attending:** Ernie Buck, John Darwell,Jakki Gunn (Chair), Ani Lhamo, James McCulloch, Lisa Warden, Nancy Chinnery (not present from the start)

 - Lara Porter

- John Wharton (observer)

**Apologies:** none

**Minutes of the last meeting, 10th September 2023**.  Majority of actions have been completed. Still in progress:

* Land: Ongoing. **ACTION**: subgroup (Lara, John and Lisa) to discuss with Bernard when everyone is free.
* Articles of Association: Lisa has started a review of the document. Much of the language appears to be legal and necessary. Changes required with membership and board requirements. ACTION: Lisa to discuss with Jakki and Nancy once potential amendments identified.
* Repairs and general maintenance: Unable to source cost effective weatherboards which can be delivered to us. ACTION: John Wharton suggested using a postal address south of the border and then we could collect items. JG to investigate. Notice board for volunteers to be tested to make people aware of what jobs they might be able to help with.
* Accounts: Not received before the Companies House deadline however deadline has now been put back by 3 months. Accounts subsequently received but need to be checked prior to submission. ACTION: Jakki to meet with James and Adrian to ratify accounts. Lara to continue pursuing quotes from other accountants.
* Thank you for staff and volunteers: Does the Board still want to send thank you cards? ACTION: Board to decide and then Lisa will source and bring to next meeting for signatures.

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

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

**-** Funding applications are ongoing, with successful bids to support warm hub, potential transport and also health needs of the community

**-** Full programme of events in October, all support welcomed

**-** Possible theft of goods from the shop and the store cupboard. Noted that sometimes people pay for goods at a later date if no one is free to take the money. CCTV being reviewed. Discussion held as to how to avoid this situation in the future

**-** Letter received from our solicitor reminding us of a previous matter received many months ago regarding where the boundary lies on the south of the school house. There has been no further contact from Kronospan so the decision was made to leave the matter for now, unless we here further from them

**-** No financial report as Adrian has been on leave

**2) EEA**

Work to improve the upstairs room to start at beginning of November

**3) Garden Club**

Session by Abi from Propagate scheduled this month

4) AOB

- Carol has resigned from the Board due to ongoing health issues and difficulty attending meetings. We thank her for her hard work so far and hope that she continues to use the resources available at the Hub.

- Ernie announced that he plans to leave the Board at the December AGM. He has stepped down from the Board of the ESMP Hall and as such is no longer able to represent them at our meetings. Ernie dedicates a great deal of his time to helping the Hub, something we know the whole community is grateful for. He plans to continue helping going forwards, and we want him to know that this is very much appreciated by us all.

- Ani Lhamo is due to leave the UK for several months. She will not return until May 2024. Under our Articles of Association a Board member can only be absent for this prolonged period with the full permission of the Board. Those present voted and permission was granted. It was agreed that Ani Lhamo would still receive the minutes and that we would contact her if matters arising were pertinent to her.

- John Wharton sat in on our meeting as he is keen to join the Board.

- Ernie reminded the Board that from 1st November 2023 he will making a weekly delivery of medications from the pharmacy in Langholm.

- Our next meeting is on Remembrance Sunday. The Board agreed to move the meeting time to 9am so that those who wish to attend the memorial can do so at 10.45