



# CALLANDER COMMUNITY DEVELOPMENT TRUST

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Minutes of meeting of CCDT Board on 25 June 2024 in Callander Connect

**Present:** F.Park (Chair), G.Kerr (Vice Chair), T. Kliskey (Treasurer), M.Griffiths, A.Boa, M.Moore, P.Prescott, D. Moore, L.George,

**Attending:** S.Bell

**Apologies:** F.Bowen-Bate, B.McKay, T. Thompson, S.MacKay

- 1. Welcome and apologies** F.Park commenced the meeting at 10:00. Apologies as above.
- 2. Conflicts of Interest** No director conflicts to declare.
- 3. Health & Safety** No incidents to report.

#### **4. CCDT Policies review**

##### **4.1 Health & Safety Policy (and Statement)**

The second draft circulated by F. Bowen-Bate, including the new section on Greener Callander was hereby approved by the CCDT Board of Directors.

##### **4.2 Adoption Leave Policy**

The second draft prepared by F. Bowen-Bate and T. Thompson was discussed, including the options for paid/unpaid leave for appointments and the options for either statutory adoption pay or contractual adoption pay. It was agreed that time off to attend pre-adoption appointments should be paid. At this time due to the limited length of service of current employees it was decided that the policy should include statutory adoption pay, but that this should be reviewed annually, with potential for enhanced entitlement with length of service.

##### **4.3 Anti Modern Slavery Policy**

The previously circulated draft Anti Modern Slavery Policy was hereby approved by the CCDT Board of Directors.

##### **4.4 Safeguarding Policy**



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The previously circulated draft Safeguarding Policy was hereby approved by the CCDT Board of Directors.

## **5. Minutes of the April Board Meeting were approved unanimously**

Proposed: G. Kerr; seconded: A. Boa

Signed by F. Park (Chair)

## **6. Matters arising/ updates**

### **6.1 Operations Manager update**

F. Bowen-Bate circulated his report prior to the meeting. It included a breakdown of figures showing the use of Callander Connect over June, as well as its social media performance. When compared to last month's figures, all showed an increase apart from 1 less meeting/hire (down by 8%) and open days which matched last month. He reported that the trial of the space as a regular workspace/outreach office for the Climate Action Hub has been successful and suggested a provisional daily rental fee of £30 to be suggested. A £10/hr fee was also suggested regarding the enquiry to hire the space for Spanish lessons. The Board agreed to proceed on this basis, but were willing to permit F. Bowen-Bate to reduce the fee to FEL if required as were keen to support this usage.

It was reported that the monthly Callander Connect newsletter was sent out on 14<sup>th</sup> June, with a 59% open rate which is better than the non-profit average. The suggested contents for the quarterly CCDT newsletter to be sent in the first week of July was agreed.

F. Bowen-Bate raised a proposal in his report that CCDT become an accredited Living Wage Employer. A discussion took place regarding this, as although CCDT are committed to being one it was felt in principle that charitable funds should not have to be paid to a government agency to be recognised as such. It was agreed that further investigation as to whether funding bodies require the accreditation should be done before agreeing to the fee.

A proposal from SCOTO for CCDT to take part in their Press Pause programme in respect to Community Led Tourism was included in the report. The proposal was discussed with differing opinions as to whether this was an appropriate time to get involved with such a project. It was agreed that Carron Tobin of SCOTO should be



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invited to present the programme at the next board meeting so that the Directors could make a more informed decision.

## 6.2 Development Officer Update

Report had been previously circulated including updates on the launch of the Community E-bike share; notes from the Callander Partnership Meeting on 31/05; Successful CLLD Application – £21, 166.40 to proceed with masterplan for Callander Meadows and lower Station Road car park; continuation of meetings and developing processes for supporting LPP sub groups and continuation of investigation and application for funding for key LPP priorities.

The successful CLLD application was discussed and it was noted that the project management element was to be CCDT paid for matched funding. It was therefore requested that the next proposal for scope of work from Imagine If should cover the whole period of this project. Regarding the masterplan the need to consult historical ordnance survey maps of the meadows area and to take into account the Callander Paths plan was noted.

The report also shared plans for next month in particular was noted that there will be a drop in weekly LPP zoom call commencing on Monday 24th June between 12-1 for anyone from the LPP sub groups to join and ask questions or for other support. The proposal for the next joint CCC CCDT meeting to be in early August was discussed and due to CCC not meeting in July it was suggested this be postponed to early September.

## 6.3 Group reports

The Visitor Information Centre, McLaren Leisure Centre, Greener Callander and Woodland Group all submitted reports prior to the meeting. It was also reported that M. Moore and L. Hawkins are trying to arrange a meeting with Scott Mason from SC (due to the news that they are likely to be reducing their upkeep of many green spaces in Callander), to establish what will no longer be in their remit and therefore whether there is a potential need for GC to take on.

## 6.4 Callander Enterprise

M. Moore reported that the current Post Office owner is wanting to retire and therefore likely that the post office will close which is a concern to the town. The potential for CCDT to take this on as has been done in Doune was discussed. It was



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agreed that further investigation should be undertaken with discussions with both the current owner and Doune Development Trust to find out what is involved. A discussion also took place regarding the potential closure of the Pharmacy, however it was noted that this was more likely rumour than an actual reality but that the situation should be monitored. The likely closure of a number of other Highstreet businesses was also noted to be of concern.

## 6.5 Community Transport

It was noted that Stirling Council will operate an in-house service for the C60 Bus between Callander and Killin from 1<sup>st</sup> July 2024, for a pilot of 2 years. Additionally, “the Trossachs Explorer” will run for the summer months between Callander and Aberfoyle. There was some uncertainty as to whether this would also continue to Balfron. Whether up to date signage and timetables for both the C60 and Trossach’s Explorer were available at Station Road was questioned.

## 6.6 Finance Update

S.Bell had previously circulated financial papers prior to the meeting including an outline budget versus actuals breakdown, an accounts and funds summary and year-to-date PnLs for all ‘Unrestricted’ Funds.

It was reported that CCDT have received a response back from HMRC regarding the investment in further shares in CCHL. They have confirmed that this investment is accepted as an approved charitable investment as a Type 12 investment under s511 CTA 2010.

A report from CAB was circulated prior to the meeting regarding their funded work in Callander through the Hydro Fund Grant and also the use of the CCDT Hardship/Support Fund. Craig Anderson and two of his support workers met with F. Bowen Bate and some of the Finance Sub members to discuss these reports and their proposal. It was noted that it was a very positive meeting with the figures reported very sobering (634 people from Callander met with CAB over the course of the year which equates to 30% of the population of Callander). A submission for their work to be supported again this year by the CCHF has been received and it was agreed by the board that support should continue this year and their proposal to administrate the Support Fund directly should be actioned. It was also suggested



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that a joint CAB/CCDT article outlining their work and the Community Support Fund should be submitted to the BLV for the next deadline after July's.

## **6.7 Stirling Heritage Trust**

G. Kerr reported on SHT, it is a joint funded body by Historic Environment Scotland and Stirling Council who give advice and support on maintenance of historic buildings. Originally their focus has been only within the city boundaries, however it has been widened to include some surrounding villages like Bridge of Allan and Doune. They have just launched a consultation survey and are running events in a variety of towns and villages, but none in the National Park. GK requested support from the board for him to write to the CEO regarding getting their support circulated further into the rural areas. The board agreed.

## **7. Any other business**

There was no other business to report

Date of next meeting Tuesday 30<sup>th</sup> July 2024.