



CALLANDER COMMUNITY DEVELOPMENT TRUST

callandercdt.org.uk

Minutes of meeting of CCDT Board on 27 August 2024 in Callander Connect

Present: F. Park (Chair), G. Kerr (Vice Chair), M. Moore, P. Prescott, D. Moore, L. George, M. Griffiths, B. McKay

Attending: S. Bell, F. Muir from 12:00-12:30

Apologies: A. Boa, T. Kliskey (Treasurer), T. Thompson, S. MacKay, F. Bowen-Bate, E. Burroughs, C. Fingland

1. Welcome and apologies F. Park commenced the meeting at 10:05. Apologies as above. It was requested that feedback from F. Bowen-Bate & T. Kliskey's attendance at the DTAS conference be added as an agenda item for the next meeting.

2. Conflicts of Interest No director conflicts to declare.

3. Health & Safety No incidents to report.

4. Minutes of the July Board Meeting were approved unanimously

Proposed: D. Moore; seconded: M. Moore

Signed by F. Park (Chair)

5. CCDT Policies review

5.1 Financial Policy – Revised draft (reviewed by Finance Committee on 22nd August 24) was hereby approved by the Board of Directors without amendments. This will be reviewed annually although it was noted that with the imminent changes in bank signatories due to the new Finance Officer being appointed, this section will need updating sooner.

5.2 Grievance Policy was hereby approved by the Board of Directors without amendments. This will be reviewed annually.

5.3 Disciplinary Policy was hereby approved by the Board of Directors without amendments. This will be reviewed annually.



CALLANDER COMMUNITY DEVELOPMENT TRUST

callandercdt.org.uk

- 6. Agreement on criteria and qualifications of CCDT Associated and Affiliated Organisations** (table circulated) The table produced by F.Bowen-Bate was reviewed and discussed with amendments and corrections suggested. It was agreed that current Associated Organisations who have the option to put forward a Director for the CCDT Board were correct as per the table and agreed at last AGM. Current Affiliated organisations comprise of Greener Callander, Callander Woodland Group, Climate Action Callander, Cycling Meanders, Craigard Club and Callander Mental Health Matters. It was agreed that for a group to become Affiliated it must operate in Callander and have a 'committee' or management group. The package available to such organisations that should be advertised includes banking, insurance and grant application support, this is primarily to aid those organisations that operate in Callander but who are not officially constituted which can act as a barrier in grant applications/banking etc.
- It was agreed that the previously created CCDT Organisational Structure Chart produced by P.Prescott should be updated to stand alongside this table. It was agreed that all groups that are actually a part of CCDT as per the (including it's subsidiaries/trading entities - CCHL, CCHF, VIC & 55MS Flat) should provide monthly or quarterly reports to the board as appropriate.
- It was also proposed that a list of beneficiaries of CCDT should be created to include all organisations who have received support both currently and historically.

7. Matters arising/ updates

7.1 Post Office Update

It was reported that the CCDT sub-group met on 26th August to review the situation. F.Bowen-Bate was tasked with asking the Post Office some questions for which we will need feedback by 16th September. However it was noted that CCDT have requested to be a backup option with support given to the two other business applications as a first choice. The application process is considered fairly onerous and there is a requirement for all Directors to be DBS checked and also to submit copies of their passports. It was agreed that CCDT would prefer not to submit a full application unless the others do not qualify. A risk associated with this course of action could be that Callander could be without a Post Office for a few months. It was agreed that the process should be on hold pending feedback from the Post Office but acknowledged that CCDT may have to act very quickly to proceed with an application should it become necessary.



CALLANDER COMMUNITY DEVELOPMENT TRUST

callandercdt.org.uk

7.1.1 Royal Mail Sorting Office Planned Closure

CCC have been notified of the planned closure of the local Callander Royal Mail Sorting Office, which is seen as a potential issue for mail deliveries and the local postmen/postwomen. A local business person has shown an interest in supplying premises for a local sorting office to continue. It has been suggested that a petition to the Royal Mail against the closure should be organised. M.Moore is awaiting information on who to address such a petition to. The Board agreed that it would give support to the process in the form of advertising the petition through the channels available to it.

7.2 Operations Manager update

F. Bowen-Bate had circulated his report. It summarised the usage and social media performance of Callander Connect in August, which was largely consistent with that of July.

It was noted that the combined CC, CCDT and CCC newsletter was currently being compiled. Operationally it was reported that the new Finance Officer has been appointed, Fiona Muir a local resident has accepted the role and S.Bell will commence the handover process. In the report F. Bowen-Bate asked whether the board would be interested in any further training workshops from DTAS which the Board agreed could be useful. The Operations Manager had identified a current funding opportunity with The Community Led Local Development 2024/25 Programme for rural Forth Valley and Lomond. Due to the limited timeframe of closing date for expressions of interest being 30th August it was agreed not to pursue this at this time. However it was agreed that an 'oven ready' project specification should be developed for agreement by the board in case of similar funding opportunities becoming available in the future. M.Moore raised that Callander Flood Group could benefit from being able to apply for funding for a feasibility study to see what alternative options might be available to the proposed 'wall' flood defence proposal by Stirling Council. It was agreed that CFG could be informed of the opportunity to become an Affiliated organisation of CCDT to assist in such an endeavour.

7.3 Development Officer Update

Imagine If had previously circulated their report. It was reported that the bike locker location is supported by LLTNP planning and conversation is ongoing with SC Planning & Assets department. The Meadows Masterplan project is progressing with



CALLANDER COMMUNITY DEVELOPMENT TRUST

callandercdt.org.uk

the appointment of the Landscape Consultants and the Steering Group has had their first meeting. A number of Engagement Events have been planned and the Board was asked for volunteers for The Gathering on 31st August and the joint event with Callander Meanders & trust in the Park on 22nd September. Imaginelf are developing an Information Databank for Consultants and Community Use and a request was made to email relevant reports, studies, photos of the Meadows and Station Rd to the Development Officer. A discussion took place around whether CCDT should be associated with a Car Free Day as some Directors felt this was not appropriate for a rural community. Some Directors raised concern as to what level of autonomy Imaginelf had to make decisions on activities which represent CCDT. Imagine If also reported that work has commenced on an application to the Climate Action Fund (£500k-£1.5m), with input from Directors welcomed. A further funding opportunity identified is the Art Roots Funding - Sustrans - deadline 15.10.2024.

7.4 Group reports

Greener Callander and Callander Woodland Group reports had been jointly circulated prior to the meeting. GC have installed signposts on the flower beds outside St Kessogs asking people not to walk on them. CWG have received the draft MoU from FLS for comments. It was agreed that the MoU would be acceptable subject to the wording being changed that it is between "FLS and CWG, an affiliate organisation of Callander Community Development Trust".

A report on the Visitor Information Centre (VIC) was also circulated. As at 24th August 15,485 visitors had been counted this season, with 1000 clocked volunteer hours. It was also reported that a member of the tourism team at Fife Council has asked to visit in September to see how we operate in advance of VisitScotland's centres closing later this year.

A report from Callander Community Hydro Fund was also circulated prior to the meeting. The Hydro Fund Committee met on 13 August and the following grants were awarded:

1. Craigard Club £5,000 towards annual running costs of lunch club for over 60s for three years.
2. Callander Festive Events £5,000 to replace festive lights and equipment in Ancaster Square and deliver a community switch on event.
3. Stirling Citizens Advice Bureau Approved £20,000 to support three-day-a-week advice service in Callander for one year.



CALLANDER COMMUNITY DEVELOPMENT TRUST

callandercdt.org.uk

It was also reported that the funding information evening was held on 31 July at Callander Connect as a joint event with CCC's Braes of Doune Fund. This was a busy evening, with five enquiries to the Hydro Fund. The next deadline for applications is 30 September for decision at a committee meeting on Tuesday 12 November, 10am in Callander Connect.

7.5 Camp Place Phone Box

A proposal from a member of the public who is a regular visitor to Callander was circulated to the board prior to the meeting. It has been identified that BT have identified this traditional red kiosk for removal unless a local organisation opts to adopt it. The cost to adopt it would be £1 and whilst CCDT would be legal owners of the kiosk, they would bear no responsibility for any costs at any point such as the initial conversion work, any future works to change its use or future maintenance. This would be covered entirely by the proposer. It was noted that such phone boxes have been used for a wide variety of purposes when adopted by a community. The matter had already been raised with Callander Heritage Society, who are not interested in making use of it at this time, however the Board agreed that CCDT could adopt it and then ideas for its usage sought from the community.

7.6 St Kessog's Update

L.George gave an update on enquiries into a community interest right to buy for St Kessog's, with the caveat that CCDT are not in a position to pursue anything that is not self-sustaining financially. A discussion with DTAS revealed that CCDT do not currently have the necessary credentials for a right to buy proposal due to its current Articles of Association. The possibility of an community asset transfer was discussed but this does not give CCDT any rights should SC proceed with putting it on the open market. For a right to buy application to be put in a petition with at least 300 signatures would need to be obtained. It was noted that two feasibility studies have previously been produced in relation to St Kessog's, at least one of which was considered fairly flawed. It was agreed that a review of our Articles of Association in line with current DTAS recommendations be actioned and the Feasability study previously commissioned by CCDT be sent to L.George.

F.Muir, the newly appointed Finance Officer joined the meeting at this point.

7.7 Finance Update



CALLANDER COMMUNITY DEVELOPMENT TRUST

callandercdt.org.uk

S. Bell had circulated papers prior to the meeting including CCDT Accounts and Funds summary, CCDT Unrestricted Funds PnL and Outline of CCDT Budget vs Actuals. P.Prescott reported on the Finance Sub-Committee meeting held on 22nd August regarding how to meet the inevitable shortfall in income in 10 years time when the FIT payments cease to CCHL. The recommendation was made to the board that CCDT invest at least £10k a month (an equivalent sum to the interest payments previously afforded by CCHL prior to the loans being paid off in February 2024) in the stock market in funds which are medium risk, internationally diversified and with low charges. This plan was endorsed by the Board in principle.

8. Any other business

L. George reported on the progress made in applying for a Bird Feeder for the Meadows Area. It was noted that the fund pays for the installation of a solar powered feeder that the public can purchase feed for the ducks and swans that does not harm the river ecologically. It is a fully funded project and CCDT would be given 10% of the profits. The Board unanimously approved this project.

A report was circulated to the Board by M.Moore on the morning of the meeting regarding a report from Trossachs Search & Rescue about the various defribullators around Callander that are in need of adoption. It was agreed that 2 fundamental questions need to be answered prior to CCDT considering adopting. Firstly, what is the one off and likely ongoing maintenance charges for each defribullator and secondly what responsibilities are involved, in particular should one be inoperable for some reason when needed, would there be any liabilities involved.

The issue surrounding Stirling Council's removal of funding for PTA swimming lessons was discussed briefly, following previous email communications amongst the Board. It was agreed that, although the CCHF could only offer support to Callander Primary School rather than providing a solution for other primary school users of McLaren Leisure Centre, an application from the PTA to CCHF is likely to be considered sympathetically.