



CALLANDER COMMUNITY DEVELOPMENT TRUST

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Minutes of Board Meeting of 25th February 2025 in Callander Connect, 43 Main Street

Present: Alison Boa (Chair), Toby Kliskey (Treasurer), Gordon Kerr, Frank Park, Paul Prescott, Marco Limonci, Marilyn Moore, David Moore, Mark Griffiths, Brian McKay, Loucas George, David Stutchfield

Attending: Freddy Bowen-Bate (Ops Manager & minutes), Chiara Fingland (Dev Officer), Fiona Muir (Finance Officer)

Apologies: Sue Mackay, Tracey McFall

1. Welcome and apologies

A. Boa opened the meeting at 10:00. Apologies as above.

2. Minutes of January 2025

B. McKay requested that item 11.2 be amended to reflect the raise and backdating of F. Bowen-Bate's salary following successful completion of his probation period in October. Action: F. Bowen-Bate to amend.

Subject to the above, the minutes were otherwise accepted, proposed by M. Moore and seconded by A. Boa.

3. Conflicts of Interest

None to declare.

4. Health & Safety (any incidents to declare)

None to declare.

5. Matters arising and outstanding actions not otherwise covered in agenda

5.1. Review of all committee Terms of Reference and memberships, and Memoranda of Understanding with partner organisation.

F. Bowen-Bate proposed to delegate authority to a quorate subgroup of directors to review and approve these going forward, subject to the rest of the board having visibility of the documents and the right to table queries or objections. P. Prescott, B. McKay and M. Moore volunteered

Alison Boa.



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to be the subgroup. All were in favour. Action: F. Bowen-Bate to arrange ToR and MoU review with subgroup. Action: F. Bowen-Bate to schedule wider review of Articles of Association in coming months, to allow time for any suggested updates to be incorporated and circulated among the membership in time for an October AGM.

5.2. CCDT Policies Review.

Similar to the above, the subgroup will review and approve draft policies going forward, with the rest of the Board having sight and opportunity to query.

5.3. Imagine If Scope extension.

A meeting was held with Imagine If and most of the Board to review current progress on CCDT projects and identify which ones Imagine If would be needed to work on over the coming period. This is being fleshed out and Imagine If will submit a proposal scope for the next six months in the coming week – see also Development Officer report (item 6.3).

6. Reports/updates

6.1. Finance Report – circulated

T. Kliskey and F. Muir have drafted a report, which will be updated and re-presented to the Board each month showing income, expenditure and balance against each of CCDT's areas of work (Operations, Holiday Flat, Visitor Information Centre, Callander Connect, Local Place Plan project work, Community Hydro Fund, etc.) The report shows these for the financial year to date, the anticipated end of financial year, and anticipated budget for next financial year. This needs further work, pending a few operational decisions. However, early suggestions on budgeting going forward include:

- £10k subsidy of the Visitor Information Centre
- £10k subsidy of Callander Connect
- Amalgamating the Community Hydro Fund line with the Community Support Fund (£10k/year administered to those in short term crisis by Citizens Advice Bureau in Callander)



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Based on current projections, there will be a contingency of c.£44k next financial year, notwithstanding confirmation of exact expenditure figures on contracts, and excluding money set aside for a futures investment fund. The remaining contingency is the only resource available to fund LPP projects and managed funds projects and the Board agreed to tighten governance and tracking of any such commitments to projects in order to most appropriately allocate resources. The rigorous implementation of a proposed Project Brief and Approval form was agreed. Action: FBB to circulate the form for agreement.

See below.

A query was raised as to how to categorise grants awarded. Action: M. Moore and F. Muir to follow up and agree a coding system.

6.1.1. CCDT Investment Manager Proposal – circulated

On recommendation from the Charities Aid Foundation, the CCDT Finance Committee met with LGT Wealth Management in early February to discuss options for managing a futures fund for CCDT, to build up a contingency sum which would allow CCDT's activities to continue once the 'Feed In Tariffs' for the Hydro Scheme cease in 9 years' time and c. 75% of CCDT's current income is stopped.

LGT come highly recommended and could offer a service which would build a multi-asset portfolio aimed at accumulating growth over time. They also provide training on investments, governance and legislation, including investment policies.

The Finance Committee recommend proceeding with LGT Wealth Management, seeding an initial lump sum of £100k of Hydro Scheme income, and £120,000 for each financial year, with nominal investments of £10k per month for the next 9 years. Note – these funds will be taken from surplus income not otherwise allocated to budgeted expenditure and can be withdrawn with a few days' notice if required.

D. Stutchfield raised that Shell forms part of some of LGT's portfolios, and as a charity funded largely by renewable energy, any portfolio of ours should be screened for fossil fuels. Action: F. Bowen-Bate to check this with LGT.



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Directors agreed that inclusion of fossil fuels as part of the investment portfolio should need exceed 5% of the total composition of the fund. M. Griffiths proposed, seconded by L. George and all voted in favour of proceeding on the above basis, with the Finance Committee having delegated authority to make the payment transactions –
raised and seconded by one of the four bank signatories. Action: F. Bowen-Bate to take forward.

6.2. Operations Manager Report – circulated

F. Bowen-Bate reported updates on preparation work with the VIC ahead of the new season, a review of the EBikes Share Scheme, summary of activities at Callander Connect, a bookings update on the holiday flat, updates on discussions with other development trusts about a potential collective project on climate resilience, applications and insurance arrangements for using Camp Place Phone Box for community purposes, organisation of the Press Pause workshop for community tourism and others.

L. George suggested offering discounts to CCDT members or local residents to book the holiday flat. Action: F. Bowen-Bate to explore this. Alongside F. Bowen-Bate's work in creating a central project filing database, T. Kliskey suggested a database of CCDT assets. Action: T. Kliskey and F. Bowen-Bate to create an assets database.

A. Boa, L. George and M. Moore confirmed their willingness to attend Press Pause representing CCDT, Callander Community Council and Callander Enterprise, respectively.

6.3. Development Officer Report – circulated

C. Fingland reported on progress with each of the Local Place Plan priority projects. A Business Justification Case from Stirling Council to draw down £2.5m of allocated Scottish Government funds for use on the new pedestrian bridge and associated paths has been submitted and endorsed by CCDT, Callander Community Council, Callander Enterprise, McLaren High School, Callander Primary School and McLaren Leisure Centre. A survey and application process is currently underway to confirm which shopfronts will receive the Premises Improvement



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Grant from Stirling Council and supplementary funding is being sought from the Hydro and Braes of Doone funds for upgrading shop signage.

The Green Adventure Gateway Project has now concluded and all final reports and documents are available from Callander Connect. Around 30 stakeholders attended an end of project workshop to identify priority projects, and a public exhibition was held for residents to view and comment on the vision schematics.

Stirling Council have been in touch with CCDT to say they are open to working with the community to ensure a positive way forward with the sale of St Kessog's Church. Meetings with SC representatives have been held, with more scheduled to ensure good communication and understanding of community and Council perspectives.

Imagine If's current commission finishes on 28th February, so a proposal for a new scope will be sent round the Board next week for their consideration. This would commence from 1st April 2025, with the exception of honouring existing commitments in March. Action: Imagine If to submit new scope proposal

6.4. Group Reports – Hydro Fund, Greener Callander & Callander Woodland Group circulated

Hydro Fund – applications recently approved for a duck feeder in the Meadows subject to landowner permission (Community Council), improvement of shop signage (Callander Enterprise), equipment for measuring home heat efficiency (Climate Action Callander), equipment and improvements to War Memorial Garden (Greener Callander), McLaren High School's Anti-Vaping project and Science teaching equipment.

Greener Callander – the Hydro grant will cover plants, watering, general maintenance, PPE etc. Heathers and conifers around the War Memorial to be replaced in collaboration with the British Legion local group.

Callander Woodland Group – FLS have agreed to CWG clearing a path across the lower beech wood of Coilhallan Wood. They will also drain the very wet sections there. An ATV track across the area where FLS have felled trees has been marked for restocking access, which can be used to link walking/biking trails. Ground preparation is planned for



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March and planting of the restock site with productive broadleaf in October this year.

7. Any Other Business

7.1. A discussion took place as to how to manage Imagine If's time over the month of March. It was agreed to proceed with their suggestion of 4 days over the month £1200 (1 day a week).

7.2. F. Muir notified the Board that the final quote for Feeds & Stoves to install an automatic door ahead of the launch of the in-house Post Office came to £2,650. Unanimous approval was given to go ahead and provide these funds from CCDT.

Date of next meeting: Tuesday 25th March 2025 at Callander Connect

Actions:

F. Bowen-Bate

- Amend February minutes
- Arrange Terms of Reference, Memoranda of Understanding and policies review with subgroup
- Schedule wider review of Articles of Association in coming months
- Check screening of investment portfolio with LGT Wealth Management, and arrange for proceeding with the investment of £120k with LGT Wealth.
- Circulate a project brief and approval form for agreement.
- Explore community discounts for holiday flat
- Liaise with T. Kliskey on creating an assets database

M. Moore

- Follow up with F. Muir about coding grant income

Imagine If

- Submit new scope proposal



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