



CALLANDER COMMUNITY DEVELOPMENT TRUST

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Minutes

Company:	Callander Community Development Trust
Meeting date:	28 th October 2025
Meeting location:	Callander Connect, 43 Main Street, Callander
Meeting title:	Monthly Board Meeting

Members present

Alison Boa	Member Director (Chair)	AB
Marco Limonci	Associate Director (Vice Chair)	ML
Toby Kliskey	Member Director (Treasurer)	TK
Marilyn Moore	Member Director	MM
Brian McKay	Associate Director	BM
Paul Prescott	Member Director	PP
David Moore	Member Director	DM
David Stutchfield	Member Director	DS
Mark Griffiths	Member Director	MG
Monica Holloway	Associate Director	MH

Attendees

Freddy Bowen-Bate	Operations Manager	FBB
Scott McMurray	Development Officer	SM

Apologies

Frank Park	Member Director	FP
Ian McCoull	Co-opted Director	IM

Additional circulation

Fiona Muir	Finance Officer	FM
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Signed:

Alison Boa

Date: 25.11.25

Callander Community Development Trust, 55 Main Street, Callander, FK17 8DX
Charity no SC034462 | Company no SC249970
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1. Welcome and apologies

- 1.1. AB opened the meeting at 10:05. Apologies from FP. AB welcomed MH to the meeting as a returning board member, appointed by Callander Heritage Society.

2. Minutes and actions of September 2025

- 2.1. MM requested that the second half of the item 10.1 be shown as a separate item. Otherwise, the minutes of the monthly board meeting held on 30th September 2025 were proposed for acceptance by DM, seconded by DS and approved.
- 2.2. Board Action List dated 30th September was reviewed. All actions from last board meetings are either complete or have been overtaken by subsequent events.

3. Conflicts of Interest

None

4. Health & Safety (any incidents to declare)

- 4.1. FBB reported an incident during Storm Amy on 3rd October where water was leaking through one of the ceiling lights. There was no visible damage, no ignition and no injuries. The lights were kept off by the users of the space at the time (the volunteers of Callander Jazz & Blues Festival) and the problem has not recurred, but it has been investigated and a roofer booked to check the flat roof above.

5. Finance Committee meeting notes

- 5.1 The Finance Committee shared key notes from their recent meeting.
- 5.1.1. PP was appointed as Chair of the Finance Committee and interim Treasurer after TK steps down at the upcoming Annual General Meeting. Once the new standard template for Articles of Association is adopted in the coming months, this will allow for a permanent Treasurer to become a remunerated position on the Board of Directors.
- 5.1.2. It is agreed that Keith Wright, treasurer for Callander Community Hydro Ltd, will be offered the position of de facto treasurer 2 days a month, for which a contract will be drawn up by TK.
- 5.1.3. It was agreed that each project should have a built-in contingency fund of £500, which should be requested at the outset of the project using the Project Information Files and approved by the Board. If withdrawn, this should be recovered by grant funding.

TK

5.1.3.1. BM raised that there may be instances where an unforeseen expenditure of more than £500 may be required between board meetings. This will be dealt with on a case-by-case basis and if necessary, the policy changed.

SM

5.2. A discussion ensued around budget tracking and grant applications. SM offered to create a grant funding tracker showing clearly what applications are in process, which have been successful, and which have not. This will be for FM's easy reference in the first instance.

FBB

5.2.1. MM suggested expanding this to also include all possible grant fund opportunities which CCDT could apply for. FBB to follow this up separately.

6. Project Progress updates

- 6.1. BM shared a written report on the Callander Old Primary School project. Of particular note, he shared that funders for the feasibility study queried certain sections of our Articles of Association in the context of new land reform legislation, but they have been reassured that we intend to update these to the new standard template in the near future.
- 6.2. ML relayed that a meeting with David Hopper of Stirling Council is being organised for an update on the Pedestrian Bridge and Paths project. He asserted there is a need for better engagement with the community on this initiative, for which a concept design is reportedly underway.
- 6.3. MM reported that the exterior of the Camp Place phone box is being painted this week. Contact needs to be re-attempted with TSAR about the proposed defibrillator's ongoing safety maintenance, as well as with Royal Mail about the post box currently sitting in the middle of the footpath to access the kiosk.
- 6.4. No other pressing project updates at this time.

7. Reports/updates

- 7.1. Finance report was circulated in advance by TK, and is appended to these minutes below.
 - 7.1.1. TK handed out copies of an income and spend allocation breakdown for the previous financial year (2024/2025) for presentation at tonight's AGM. This is also appended below.
 - 7.1.2. MH added that Callander Connect had been a wonderful addition to the community and was well worth CCDT's annual subsidy.
- 7.2. Operations Manager, Development Officer and Affiliate Group reports were all previously circulated.

8. Any other business

- 8.1. FBB reminded directors of their responsibility to verify their identities with Companies House as soon as possible in compliance with new regulations.
- 8.2. FBB confirmed details and timings of tonight's AGM.
- 8.3. FBB reminded directors of Callander Flood Group's information event. FBB, MM and DS to attend on CCDT's behalf.
- 8.4. A discussion took place regarding the recent problems with communications during Storm Amy. When both electrical power and the mobile phone mast were down in Callander, there was no way for residents to make phone calls or contact emergency services. The only exceptions were those who were able to reconnect their analogue phone landlines. It was reported that the Community Council are already in discussions with the relevant agencies about resilience communications, but it was agreed that our support should be offered if needed.

Date of next meeting: Tuesday 25th November 2025

Appendix 1: Finance Report Summary

	Year to date (October 25)			Notes	Approved Budget Financial Year 25/26			Notes
CCHL Income	£140,000						£306,000	
Cost centres	Income	Expenditure	Balance		Income	Expenditure	Balance	
Operations	£0	£30,704	-£30,704		£0	£74,230	-£74,230	
Holiday Let	£11,859	£5,609	£6,250		£22,000	£12,663	£9,337	
ATM	£1,750	£0	£1,750		£3,500	£0	£3,500	
VIC	£43,857	£38,600	£5,257	Stock value not declared	£40,000	£50,000	-£10,000	
Callander Connect	£870	£6,137	-£5,267		£2,052	£13,052	-£11,000	Added projector and screen
LPP	£0	£3,630	-£3,630		£0	£11,280	-£11,280	Spend approved for Imagine If April extension plus £10k for 8 months Dev Officer
Hydro Charity Fund	£40,000	£34,912	£5,088		£0	£70,000	-£70,000	Usual £60k allocation from CCDT resources but added £10k for CAB Hardship Fund
Investment Fund	£0	£170,000	-£170,000	2024/25 £120k + Apr-Aug 25 £50k	£0	£120,000	-£120,000	In accordance with formally approved Investment Strategy
Managed Funds	£968	£20,811	-£19,843	PIG	£0	£0	£0	Any approved spend will need to be drawn down from Contingency below
Contingency	£0	£12,280	-£12,280		£30	£22,357	-£22,327	£11280 taken to LPP above plus £1k to CC
Total CCDT Expenditure	£99,304	£322,683	-£223,379		£67,582	£373,582	-£306,000	
CCDT Balance			-£223,379				£0	

Appendix 2:

Income and Spend Allocations 2024 – 25

INCOME

CCHL Donation	£290,000	95.8%
Holiday Let Net Income	£8,800	2.9%
ATM	£4,000	1.3%
Total	£302,800	100%

EXPENDITURE

Operations

Staff, Contractors, Admin costs	23.6%
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Visitor Information Centre

Local Tourism/Hospitality/Business sector support, local employment, volunteer benefits, positive shopfront streetscape

Sales contribution less cost of sales, Staff, Admin costs (CCDT subsidy)	6.3%
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Callander Connect

OM and Dev Officer office, physical community liaison point, affordable meeting space, positive shopfront streetscape

Rent, Admin costs	3.2%
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Local Place Plan

Progressing LPP initiatives and priorities, Meadows Masterplan, community liaison

Consultants	11.2%
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Hydro Fund

Awards for good causes, CAB administered social support funding

Staff, Awards, CAB (cash)	24.1%
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Investment Fund Accrual

31.6%

Future funding for Operations and Projects once the major 'Feed-In-Tariff' for the Hydro Generating Plant concludes in 2034.

Additional Grants from external funders enabled projects and feasibility studies to be carried out in addition to the CCDT funds allocation noted above.

CCDT also provides banking facilities and Governance structure for other community Groups to raise their own funds and allocate them to their own projects at no net cost to CCDT, these funds are tracked and Accounted for as Restricted Funds.

