



# CALLANDER COMMUNITY DEVELOPMENT TRUST

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## Minutes

<b>Company:</b>	Callander Community Development Trust
<b>Meeting date:</b>	27 <sup>th</sup> January 2026
<b>Meeting location:</b>	Callander Connect, 43 Main Street, Callander
<b>Meeting title:</b>	Monthly Board Meeting

## Members present

Marco Limonci	Associate Director (Vice Chair)	ML
Paul Prescott	Member Director (Acting Treasurer)	PP
Frank Park	Member Director	FP
Marilyn Moore	Member Director	MM
Brian McKay	Associate Director	BM
David Moore	Member Director	DM
David Stutchfield	Member Director	DS
Mark Griffiths	Member Director	MG
Monica Holloway	Associate Director	MH
Keith Wright	De Facto Treasurer	KW

## Attendees

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

## Apologies

Alison Boa	Member Director (Chair)	AB
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## Additional circulation

Fiona Muir	Finance Officer	FM
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**Signed:**

**Date:**

Callander Community Development Trust, 55 Main Street, Callander, FK17 8DX  
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## **Discussion topic**

## **Action**

### **1. Welcome and apologies**

1.1. ML opened the meeting at 10:05. Apologies from AB.

### **2. Minutes and actions of November 2025**

2.1. ML proposed the minutes dated 25.11.2025, seconded by MG, and accepted unanimously.

2.2. Board Action List dated 4<sup>th</sup> December was reviewed. All actions from last board meetings are either complete or in process.

### **3. Conflicts of Interest**

3.1. No conflicts of interest to declare for this meeting.

### **4. Health & Safety (any incidents to declare)**

4.1. FBB updated the Board that the flat roof at 43 Main Street had been replaced.

4.2. BM alerted the Board to the cold working conditions of Callander Connect and as a duty of care to staff and users of the space, he proposed that a better heating solution be looked into. PP to loan his spare heaters, while DS to draft costings for an energy efficient infrared heater.

PP  
DS

### **5. Governance committee formalisation**

#### 5.1. Terms of reference

After several meetings of an informal working group of MM, PP, BM and latterly ML to review CCDT's governance policies and Articles of Association, PP proposed formalisation as a Governance Committee of the Board. All in favour. FBB to arrange a meeting of the Committee to draft Terms of Reference for Board approval.

FBB

#### 5.2. Upcoming adoption of Articles of Association exemplar

With our current Articles of Association now 5 years old, and in the light of recent legislation and funding requirements, MM, PP, BM, ML and FBB have been working to update the document to match the Scottish Government template as closely as possible. The latest draft is available for directors to view and FBB requested feedback between now and the February board meeting, whereupon it will require board approval. Thereafter, an Extraordinary General Meeting must be called, with adequate notice, to obtain member approval before submission to regulatory bodies.

All directors

## 6. Project Progress updates

- 6.1. Callander Old Primary School – BM had previously circulated a report on progress including successful award of £20,000 from the Scottish Land Fund on top of the £6,100 awarded by the Callander Community Hydro Fund, which allowed consultants Community Enterprise and architects SJM Studio to commence feasibility work. A public consultation event will be taking place in early February. A request was made for £6,000 from CCDT funds to commission two additional surveys for the building based on architect findings from the recent site visit. The majority voted against the proposal, noting these surveys could be completed at a subsequent stage of the project.
- 6.2. ATM – PP reported he had negotiated an increase on the annual rental fee from Natwest/Royal Bank of Scotland for the ATM at 55 Main Street to £4,000 a year plus utility allowance. MG reported his research indicates that was a favourable rate and so the Board gave instruction to accept. PP to arrange. PP
- 6.3. Meadows Masterplan & Car Parks – Funding of £45,000 from the National Park’s Place Programme Fund has been secured and consultants RaeburnFarquharBowen have been appointed to develop more detailed design of Station Road car park in accordance with the Green Adventure Gateway project report from last year. An inception meeting and site visit is taking place this week. Additionally, funding of £12,000 has been granted from Forth Climate Forest to plant c.1200 riparian trees in Callandrade Meadow with the aim of improving water retention, biodiversity and regulating the river temperature. The landowner is supportive and Forth Rivers Trust will be delivering the planting, subject to the outcome of the Environmental Impact Assessment.
- 6.4. A’Chruinneag flat – MG reported that his research of local holiday lets had shown a trend of declining occupancy rates. Nonetheless, he and FBB will meet with Heritage Property Services to review the past year and evaluate what can be done to improve performance.
- 6.5. Ebikes – DS reported that £5,000 had been awarded by the FVL Community Led Local Development fund for refurbishing Stirling Council’s small, empty shipping container in Station Road car park for storage of our ebikes and for conducting training events from. Work on this has started and will incorporate creative input from Callander Primary School students.
- 6.6. Callander Connect – Aside from the replaced roof and the need for better heating, £4,000 was secured from National Lottery Awards for All towards running costs and event programme over 2 years.

- 6.7. McLaren Communities Futures – DS reported that £9,000 had been awarded by FEL Scotland for dedicated staff time to formalise the partnership and unlock further funding for a programme of climate action and resilience projects across the 10 communities involved. An Expression of Interest has been submitted to the National Lottery Climate Action Fund to resource this programme over 5 years, which will be driven by a new partnership organisation, of which CCDT will be one partner.
- 6.8. Camp Place Phone Box – MM reported the exterior has been painted. Investigations are underway with the Community Heartbeat Trust and Trossachs Search and Rescue for affixing an unpowered and insulated defibrillator to the outside back panel.
- 6.9. Visitor Information Centre – FBB reported the three open weekends in November and December had earned an income of c.£1,600. Callander Heritage Society have begun to move their archive into the vault.
- 6.10. Pedestrian Bridge and Safe Routes to School – No progress with this, although the Community Council held a drop-in event where Stirling Council officers presented on the options for the bridge location. More consultation will follow.
- 6.11. Main Street Regeneration – MM expressed her concern over possible delays to painting due to inclement weather, which would risk missing the fund's claims deadline. MM to raise invoice and, as per item 6.5 of the November Board meeting minutes, CCDT can offer a loan if necessary. MM
- 6.12. CCDT Website – Since the last meeting, the directors gave their tacit approval over email for a new CCDT website project with budget up to £500 in the first instance. This will involve stripping the InCallander site of pages relevant to CCDT, leaving it only with general community information. DS advised that ebike booking software may come at extra cost, however he is looking into whether this could be funded from underspend on a previous grant for the ebikes project.

## **7. Reports/updates**

- 7.1. Finance papers were circulated in advance by FM. KW advised that he is familiarising himself with the CCDT systems but estimates there to be c.£137,000 in the bank. He reported that the Hydro had a good quarter with abundant rainfall.
- 7.2. PP advised that the Finance Committee will meet in 2 weeks' time to discuss, among other things, a draft budget for FY26/27 for approval at the February Board meeting.
- 7.3. Operations Manager, Development Officer and Affiliate Group reports were all previously circulated.

## **8. Any other business**

- 8.1. MM advised the impending deadline for submissions to Stirling Council's Big Conversation Survey and urged all directors to complete it.

Date of next meeting: Tuesday 24<sup>th</sup> February 2026