

The Glendale Trust

SC327627 Charity SCO38741

MINUTES OF DIRECTORS MEETING

18:45 Thursday 12th July 2018

Glendale Community Hall

PRESENT: Dominic Houlder (DH), Karen Redfern (KR), Gordon Thomson (GDT), Roy Bennett (RB)

Joining via Skype (voice only) Elgar Finlay (EF)

Dominic agreed to chair the meeting, pending item on election of Officers

0. **APOLOGIES** – None

1. **ADOPTION OF MINUTES of Directors meeting on 7/6/2018** – RB proposed, KR seconded.
Adopted *nem con*.

2. **MATTERS ARISING**

- Dealt with under subsequent agenda items.

3. **TREASURER'S REPORT**

- Electricity Bill for Borrodale School. KR reported that we have received further correspondence from EDF regarding charges for electricity usage in Borrodale School. This has been ongoing for a number of years. Noted that we had no outstanding debt in this regard and that EF had repeatedly informed EDF by email of the disconnected state of the school and house. **ACTION (EF):** to raise a formal complaint with EDF next time we receive a demand or similar from them.
- KR sought approval to pay £166.60 from unrestricted funds for renewal of the Trust's web site. **AGREED** *nem con*.

4. **LDO ROLE**

- Prior to discussing the LDO role all directors were asked to confirm that they had no personal interest in this matter or any other matter on the meeting agenda. All did so, although GDT stated that, as a resident of Glendale, he had a personal interest in all items on the agenda.
- GDT suggested that, partly because we only have funding for a part time LDO this year, the current LDO job description should be modified to a) ensure focus on key short term (1-2 years?) activities that the board wish to pursue, and b) be more prescriptive in terms of what the LDO is expected to do with respect to these activities, as opposed to what the directors are expected to do. After discussion EF agreed to draft and circulate a new LDO job description taking into account the views expressed: **ACTION (EF)**.

5. **ELECTION OF OFFICERS**

- RB agreed to take on the role of Chair from 1/9/18.
- DH agreed to continue to act as Chair until then.
- KR agreed to continue as Treasurer, but asked to be relieved of most of the Secretary role.
- GT suggested that we could employ a secretary to carry out most of the Secretary role. KR agreed to get a ball park estimate of the cost of doing this: **ACTION (KR)**.
- Meanwhile, DH suggested we try to implement a more equitable division of secretarial tasks amongst the directors. In addition, **ACTION (KR):** investigate whether accountants could carry out the Trust's statutory filings.

6. **MATTERS ARISING FROM THE AGM**

- **School House/Affordable House**

- EF reported that the current building warrant for the work to Borrodale School House expires on 3rd August 2018. He reported that if work does not start on the renovation of the school house to form an affordable house before this time then the Trust would have to re-apply/renew the warrant. This process would entail complying with updated building regulations; which, in turn, would be expected to lead to a significant increase in renovation costs.
- Because of this, and because of the commitment made to members at the AGM, it was agreed that an EGM will be held at 7pm on Monday 30th July in Glendale Hall. The purpose of the EGM will be to:
 - Inform the meeting that the directors intend to proceed, with effect from Tuesday 31st July 2018, with the renovation of Borrodale School House to create an affordable house
 - Acknowledge that this decision may impact on the feasibility of some of the options being considered for the whole Borrodale School site, but explain why the decision was made.
 - Confirm that the directors will continue to evaluate all other options for the remainder of the Borrodale School site and when the options are defined in a comparable form they will be put to the community as a whole, with a Board view on the advantages and disadvantages of each option.
 - **ACTION (RB)**: draft EGM notification to be sent out.

7. ANY OTHER BUSINESS

- Prior to closing the meeting DH agreed to write 'holding' responses to recent emails from Clare Gray, Andrew Kiss and Stuart Bell.

8. DATE OF NEXT MEETING

Not set.