

Tullibody Community Development Trust Meeting

Tuesday 19th June 2018

Present: Chris Calder (CC), Cathy Ely (CE), Janet Gowran (JG), Philip Grivell (PG), Chair Janette McGowan (JMG), Charlie Watt (CW), : Lynsey McKinlay (LMcK)

Apologies Graeme Thompson (GT)

	ACTION
<p>Welcome from Chair (JMcG)</p> <p>1. Special Agenda Item Presentation from Sam Grivell- Lornshill Pupil currently involved in Youth Philanthropy Initiative</p>	
<p>Minutes of previous Trustees meeting 05.06.2018 proposed by CW and seconded CE</p> <p>Matters arising – none – all on agenda</p> <p>Clacks Council Meeting Update Chair gave verbal update and reminded trustees that the written update had been shared electronically. The discussion was very positive and the Council officer is proposing to put recommendations regarding interim arrangements for TCDT along with other community facilities/ /Trusts to full council at the end of June</p> <p>Discussion regarding Trustees and PVG membership , JG to enquire at CTSI</p> <p>Visit to Clackmannan Trust Update</p> <p>CW, CC and JG gave verbal feedback on their learning exchange visit to Clackmannan Town Hall Trust (11.06.2018) , They all felt that this had been worthwhile and very informative , however there are some practices that we would steer away from i.e payment system. JG took notes, still to write them up and circulate. Chair thanked them for their feedback and reminded everyone to take photographs (evidence/marketing / publicity)</p> <p>Finance Report & Funding Updates</p> <p>Since last meeting we have spent £140 on promotional banners. JG gave PG invoice (£16.50, Clacks Council use of Civic centre 11.5.2018 meeting with Claire Baker MSP) for processing</p> <p>Draft Trust Vision (to support funding applications, evidence capacity to Clacks Council) NB. *Funding Strategy still to be completed.</p> <p>JMcG has been reviewing and updating our vision/ strategy document, a draft copy has been circulated for feedback. We took time to go through the document giving suggestions/ amendments and additions etc JMcG recorded the proposed changes / additions etc and will update and recirculate. LMcK advised the we could access Decile information on Clacks web (ie Free School Meal Entitlement) Chair Asked LMcK to explore and feedback information sourced. Ally Mc Alpine is working on getting accurate information on SIMD figures this gives more weight to our funding application as it provides evidence of need etc.</p> <p>Looking to other Trustees to take on some actions to assist the progress with funding matrix and funding applicants. CE agreed to take on *Funding matrix and CW offered support . PG will look at the funders that CTSI has sent through</p>	<p>JG</p> <p>JG</p> <p>ALL</p> <p>PG</p> <p>JMcG</p> <p>LMcK</p> <p>CE,CW, PG</p>

Communication and Media

CC feedback from last Campus stakeholders meeting , in addition to this there has been communication via Social media from Abercromby Parent Council - re no community facilities in the new campus

LMcK

Agreed to change the Facebook page Save the Park to **TCDT** , give administration rights **PMcN, LMcK and JMcG**

Web update

CE has been updating news post and **PG** will amend so they appear as if added on the actual dates etc.

CE PG

Web Contact forms, we've missed a notification from a junior member who would like to interview Trustees for a project he is doing for Youth Philanthropy Initiative , reminder to check the web and pass on to relevant Trustee. Those that can make it please be at THL for 5pm Wed 20 June for the pupil's presentation.

Newsletter and Members Meeting Date

JMcG will draft newsletter and circulate, hoping to get printed at weekend then distributed asap. **CW** will coordinate deliveries and will contact members who have indicated their interest in assisting with task. Members meeting is scheduled for July, due to holiday etc. JMcG suggested a date within the 1st two weeks of July, We are able to use the function hall on 3rd of July so we agreed to go for this date .

JMcG
All

Recruitment of Volunteer Key Holders

We need to start a list of interested members who can become key holders - a couple of names have already been submitted.

All, PG /
CE

Fair Processing privacy statement (see Clacks Council document) we need to discuss, agree and adopt a privacy statement which will be displayed on web, and any other relevant documents.

JG

Check what CTSI will print in terms of newsletters and publicity material and what the cost (if any) would be

AOCB none

Date of Next Meeting – 3rd July Members meeting in the Function Hall