

DUNKELD AND BIRNAM @THE FIELD
TRUSTEES MEETING
MINUTES OF THE MEETING
TUESDAY 12th December 2017 DRAFT
Upstairs at the Taybank, Dunkeld

1. PRESENT: Dave Roberts, Dave Amos, Linda Simpson, Elspeth Baillie, Raymond Simpson, Sarah Davidson, John Small, Jim Cockburn, Sandy Howe, David Bee, Robert Gunn.
2. WELCOME: Linda welcomed two new Trustees, David Bee and Robert Gunn.
3. ELECTION OF OFFICERS; The Following officers were unanimously elected
 - Chair: John Small
 - Secretary: Dave Roberts
 - Treasurer: Jim Cockburn
 - Membership: Dave Amos

It was noted that John had agreed to be chair as long as it was restricted to Chairing meetings, restricting meetings to 2 hours, and producing the annual report for the AGM. Dave Roberts agreed to meet with John prior to Trustees meetings to organise the agenda and meetings.

It was also noted that all Trustees took on other duties and that, using Elspeth's meeting notes format, each Trustee would take it in terms to take the minutes of the Trustees meetings.

Linda was formally thanked for all her hard work as Chair for the last three years.

4. MATTERS FROM LAST MEETING 10th October

This had been the open Trustees meeting. The minutes were agreed. After a discussion and vote it was agreed that the minutes for the Trustees meeting would be placed on the website as opposed to be circulated to members who opted in. Dave R to notify the membership of this.

5. MEMBERSHIP

No new members at this stage of the year. Dave Amos will send out the memberships forms with the correction on the top stating that it was a membership form! Dave Amos and Dave Roberts will get together early in the New Year to agree the form and a newsletter. It will also contain the Gift Aid declaration.

6. FINANCIAL POSITION

Bank Balance December 2017 £17,614

Expenditure £ 4080

Income £6481

This year we are paying the water rates for the field and next year we will pay 2/3rds with the Horses' field paying 1/3rd.

The Basic reserve will be £2000

Jim to look into getting a cash card for the field.

Sales of produce Birnam Arts and the Field Gate up, Duchess Anne down

7. ADMINISTRATION ISSUES.

- It was agreed that the AGM and Harvest Supper had both been a success
- Reflection Meeting- After a useful discussion, it was agreed that the next reflection meeting would be in October, prior to the AGM and would replace the open meeting.
- Policy Issues, Complaints Policy, David Bee will produce a draft. Bribery Policy, Dave Roberts and John Small will produce a draft.
- Trustees meeting will be held at 7:30pm unless there are good reasons e.g. summer weather for choosing a different time for a meeting at the shed.
- Birnam Arts Fundraiser- A bag of produce will be delivered for Thursday 21st December
- Grow your own Guide for Land owners- it was agreed that the field would be a case study Dave Roberts to provide details.

8. THE FIELD.

- Linda gave an update.
- It was agreed that Linda Simpson and Robert Gunn would order the seeds.
- Produce sale- we should encourage volunteers to take more home and continue to use the field stall to sell produce. The honesty box system seems to be working well with people collecting money regularly. This should always be recorded. Investigate use of an IOU book for those who had no money on them to pay.
- Thursday 21st we should encourage members to come and pick their own and we will stock the stall ready for Christmas. Dave R to send note out to members.
- The field stall, we should all investigate how we could make it more attractive
- Rotation plan much appreciated
- Polytunnel – Linda has provided a planting book
- New Polytunnel – Sandy Howe provided a detailed update.
It will be 48 x 21 ft. with ventilation on both sides, wooden doors and a wind break at the west end. The total costs will be in the region of £6000. the order must go in soon which Sandy will arrange. It should be erected in

April /May

- Mushroom Compost Linda will order a pallet.
- Rotavator- It was noted that Sandy had asked Raymond to use the rotavator on the Polytunnel site.
- Deer Incident at the field. It was agreed that Dave Roberts would be provided with information about possible options for the Deer Fence and He would visit Jan Osmond and Innes discuss with them the options.

9. KITCHEN GARDEN

- Doing well

10. WILDFLOWER MEADOW

May look at expanding the size of the plot

11. Website

John has been updating

12 AOCB

- First Aider- Trustees certificates are running out and we need to identify a possible first aider. David Bee to ask Sally.
- Peter Flood is going to do writing and drawing workshop at the shed, the first Sunday of each month. Dave Roberts to do a risk assessment and send out information to members

13 DATE, TIME AND VENUE OF NEXT MEETING

Tuesday 23rdth January 7:30pm Upstairs at the Taybank