

**Minutes of the General Meeting of Sustainable Kirriemuir Management Committee on
Wednesday 11th April 2022 at 8pm on Zoom.**

Present: Terrill Dobson, Kate Munro, Millie Stevenson, Erica Duncan, Clare Little, Fiona Cameron

Apologies: Florence Benoy

Minutes of the previous meeting were approved by KM and seconded by CL.

Matters Arising

1. KM informed the MC that FB would be stepping back from her MC duties for the foreseeable future due to personal circumstances.
- 2. Deadline has been set for 18th May to decide by email on whether to proceed with the MC protection insurance (ACTION).**
3. SCCAN Climate Conversations session is arranged for 26th May in Kirrie Connections, KM has invited all other community groups.
4. No progress has been made on job roles (other than EH's below), but TD and FC will look at this soon.

Conflict of Interest – none.

Finance

- 1. Preparation of accounts for year ended 31st March 2022 quote from AMS Accounting is £550. All MC members agreed to proceed. FC will speak to CL about completing the necessary paperwork (ACTION).**
2. KM is liaising with Kirriemuir Community Council about a potential joint application to ICF which is opening soon.

Recruitment

1. FC has circulated a draft recruitment procedure to all MC which will be followed and evaluated throughout the current recruitment process for two new staff positions, then approved afterwards for future recruitment (ACTION).
2. It was noted that TD and KM will carry out the recruitment and selection process for the Community Engagement Officer, with support from Leonie Kiely, representing Kirriemuir Food Hub. KM and TD will also recruit for the Events Coordinator role (ACTION).

Community Gardener Role

3. A draft job outline has been circulated to the MC and everyone agreed that it's too much for a 28 hour per week role. A discussion was had regarding how best to proceed, and it was agreed that KM would have a discussion with EH and the schools to work out a plan of transition to reduce her time there (ACTION).
4. It was also agreed that 80% of Emily's time should be focused on growing, with a maximum of 1.5 days per week with schools for this year, and the remaining 20% can be focused on other areas of Future Kirrie, e.g. active travel and cooking. This will be reviewed in 3 months (ACTION).

Projects

1. A discussion was had about how projects fit in with interest groups and it was agreed that the St. Mary's Field Community Garden along with the Get Set Grow programme would be a substitute for the 'Food Growing' Future Kirrie group, to bring together people interested in increasing growing across Kirriemuir and allows actions and an action plan to form organically. It was agreed not to pursue creating a larger food producer network at this time, but this would be a possibility for future.

AOB

2. FC updated on a search for premises; there is potential for a rental agreement for a small property across from The Star Rock Shop. We are awaiting a proposed

cost and arrangements to be made before committing to this. In the meantime, FC is still exploring other options.

3. **TD raised the question about whether SK felt a SCIO was the obvious and preferred choice of legal structure to pursue, or whether the MC wanted to explore other options more fully. A document circulated by ED details potential structures and all MC have been asked to read and share their thoughts via email by Wednesday 18th May 2022 (ACTION).**
4. KM asked whether the MC thought a harvest festival ceilidh was a good idea. It was felt by the majority that it should be put on hold for now, until we recruit a new Events Coordinator, and establish what form the Harvest Festival at St. Mary's Field will take. KM is free to research a potential venue in the meantime, but it was agreed that we would not confirm booking of the ceilidh band at this time.

Next Meeting: Wednesday 8th June 2022 at 8pm

Sustainable Kirriemuir Meetings								
	TYPE	Present	Kate Munro	Florence Benoy	Erica Duncan	Terrill Dobson	Millie Stevenson	Clare Little
27 January 2022	Committee Meeting	6	1	1	1	1		
03 February 2022	AGM		1	1	1	1	1	1
16 February 2022	Committee Meeting	5	1	1	0	1	1	1
9th March 2022	Committee Meeting	6	1	1	1	1	1	1
27th April 2022	Committee Meeting	5	1	1	1	0	1	1
1th May 2022	Committee Meeting	5	1		1	1	1	1