

Minutes of the General Meeting of Sustainable Kirriemuir Management Committee and Staff on Wednesday 8th June 2022 at 8pm, Terrill's Barn, Logie Farm.

Present: Kate Munro, Millie Stevenson, Clare Little, Erica Duncan, Terrill Dobson, Fiona Cameron, Emily Hutchison, Neil Paterson, Amandla Taylor

Apologies: Florence Benoy

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

Matters Arising

1. It was unanimously agreed to proceed with the Management Protection Liability Insurance. **FC will contact the insurance broker to have this added to the policy (ACTION).**
2. CL is liaising with AMS Accounting regarding becoming a client and having them independently examine our accounts. **CL and FC will make arrangements for this (ACTION).**
3. Plans to rent a shared space from the empty property belonging to the Star Rock Shop are still in the pipeline. FC reported that Liz thought it would be ready in a few more weeks.
4. It was unanimously agreed that SK should pursue becoming a SCIO. **TD is happy to lead on this and will begin so in July (ACTION).**

Conflict of Interest – none.

Finance

1. KM reported that Kirriemuir Community Council voted against applying to the ICF fund on behalf of SK and Kirriemuir Food Hub. **KM is in discussion with Voluntary Action Angus and Angus Council Communities Team about alternative avenues to applying (ACTION).** Kirriemuir Rotary Club was also suggested as a potential applicant.

2. TD requested to see a financial report at the next meeting. **CL and FC will discuss this and bring something to the next meeting (ACTION).**
3. TD also requested that CL approach the St. Mary's Field team to discuss better communication regarding the financial position of the field. CL felt she needed further information on what exactly needs addressed. **CL and FC will discuss with TD at another time (ACTION).**

Staff Q&A

1. The staff were given an opportunity to ask any questions and a general discussion was had around different upcoming events and activities.
2. A discussion was had around how spending was authorised, and **FC offered to send out the Financial Policy to the new staff (ACTION).** In the meantime, any spends over £100 should go via CL and FC to be authorised.

AOB

1. TD proposed a new meeting structure based on the merging of interest groups and projects as discussed at the last meeting. It was agreed to have 4 governance meetings, 4 staff meetings, 3 interest group/project meetings and 1 AGM each year.

Next Meeting: Wednesday 13th July 2022 at 8pm, venue TBC.

Sustainable Kirriemuir Meetings		TYPE	Present	Kate Munro	Florence Benoy	Erica Duncan	Terrill Dobson	Millie Stevenson	Clare Little
27 January 2022	Committee Meeting	4	1	1	1	1	1		
03 February 2022	AGM	6	1	1	1	1	1	1	1
16 February 2022	Committee Meeting	5	1	1	0	1	1	1	1
9th March 2022	Committee Meeting	6	1	1	1	1	1	1	1
27th April 2022	MC Meeting (interest groups)	5	1	1	1	0	1	1	1
1th May 2022	Committee Meeting	5	1		1	1	1	1	1
8th June 2022	MC Meeting (staff)	5	1		1	1	1	1	1
13th July 2022	MC Meeting (interest groups)								
August									
September									
October									
November									
December									
Attended 2021			7	5	6	6	6	6	6
Attendance Record			100%	71%	86%	86%	86%	86%	86%