

Minutes of the Trustee Meeting held immediately after the SGM Monday, 26th July 2021 at 19:15 at 15 Ceres Rd, Cupar and via Zoom

All members were invited to stay for the meeting.

Present: Joan Brown (Chair), Alana Paterson-Brown, Jill Dawson (Treasurer), Jenny Donoghue, Libby Elliot, Mary E Herdman, Patricia Lawson, Brenda Steffens, Richard Young, Susan Usher and Mary Gibbon (Secretary)

Item 1: Update on visit to Stratheden chapel building

Four trustees and Gary Paterson, architect, were accompanied around the disused former mortuary at Stratheden by Gordon Keatings (Sector Estates Manager, NHS Fife) and estate workers

A number of points resulted from the visit:

- Lucky Ewe needs information about the services to the site e.g. water supply and connection point, electricity supply and connection point, reinstatement etc, and gas supply status. Gordon has kindly agreed to help retrieve the information and will liaise with architect Gary Paterson.
- The shrubs (holly and laurel) surrounding the building are encroaching on the structure, to the extent that they have caused significant damage to the west apex of the roof, and water ingress and damage to ceiling and floor has resulted. Therefore the vegetation needs to be cut back. Permission will be sought from NHS Fife.
- A rough estimate of total renovation costs for the building is needed. Lucky Ewe will consult Gary on this.

Item 2: Business Plan

Mary presented the main points of the business plan of the *Bridgend Inspiring Growth* charity and, in particular, their financial plan. She explained that it could be a useful exemplar for drawing up the Lucky Ewe business plan.

Discussion took place regarding the various threads, including Lucky Ewe's mission statement, its development plan, the management and organization structure and financial plan, which need to be pulled together to produce a complete Business Plan to accompany the Community Asset Transfer request to NHS Fife.

Richard will order the John NIX book, a comprehensive source of business information covering all aspects of agriculture at farm and industry levels. This will be useful in costing present and future projects.

Libby will contact Roddy Greig, Financial Advisor, for advice. The Business Plan sub-committee will meet to take the plan forward (venue and date to be arranged).

Any Other Business

Milking machine

It was agreed to provide printed-out instructions, written by Jill, for the wash-down for the milking machine. This is to support learners new to milking hygiene routines.

Feedback: beneficiary

Lucky Ewe was pleased to hear from a member and parent of one of our beneficiaries, relating how much he was enjoying coming to Lucky Ewe and the benefit he is gaining from his placement.

Website

Joan will contact Simon, website administrator, to set up a more direct link to volunteer application forms and to check that membership forms are being forwarded to Lucky Ewe Office.

There was no other business and the meeting closed at 20:20.