

Minutes of the Meeting of Lucky Ewe Trustees held on Monday, 20th June 2022 at 18:30 at 15 Ceres Rd, Cupar and via Zoom

Trustees present: Joan Brown (Chair), Alana Paterson-Brown, Anna Chowor, Jill Dawson (Treasurer), Abby-Leigh Doig, Libby Elliot, Claudia Marshall, Richard Young and Mary Gibbon (Secretary)

Attending: Willie Lang and Duncan Pickard

Matters arising from previous meeting

Libby reported that, as yet, she had received no response from St Andrews Community Fund. There were no other matters arising and the previous minutes were approved.

Item 1: Business Plan

After an in-depth discussion, the following points emerged::

- Farming Plan
Claudia and Duncan updated trustees of their progress: Duncan will continue using the Machinery Ring for farm costings and Claudia will continue to update the Business Plan using all relevant information available. It was noted that the Plan should be flexible to allow for fluctuating market costs.
- Staffing and Organizational Plan
The organizational chart has been completed and incorporated into the Business Plan. The Meeting discussed the need for three Core Posts: a Farming Manager (and a deputy), a Learning Manager and a Development Manager, responsible in particular for funding. These core posts will be incorporated over a 3-year span; we will seek funding for the Learning Manager post and the Development post.
- Funding and Accounting Plan
Anna and Jill are progressing with bringing together the financial information needed. Anna will continue with funding and accounting matters with support from Duncan and Claudia.
- Stratheden Plan
Joan will provide the costings for the initial setting up at Stratheden.

Item 2: Skills and resources; the need for land at Stratheden

- Joan reported that a 16+ group organiser from Angus had enquired about a visit to Lucky Ewe (although Angus is outside our remit, they are interested in our set-up) and various individuals and school representatives wish to visit and use our service. New enquiries continue to come in - some as a consequence of the Fife Show - and the need for more land to expand and to develop more placement initiatives is becoming necessary.
- Jill is collating summaries of relevant qualifications and experience of trustees and consultants as an appendix to the Appeal

Item 3: Community Support

It was agreed that all community support for Lucky Ewe be evidenced as part of our Appeal. This will include responses from parents and carers, from partnerships, and the online petition comments.

Joan will liaise with CuparNow to present the online petition and trustees and staff will collect other supporting evidence, including newsletters and intern feedback.

Bearing in mind the short time available to us, all information should be provided by 27th June 2022 and will be collated as indices to the main body of the Appeal.

Item 4: Health and Safety concerns from NHS Fife

This area has been addressed and a relevant paragraph will be inserted in the final document.

Item 5: Participation Request Form

It was agreed to proceed with the Participation request as advised by Lynn Molleson (COSS). Mary and Joan will complete this.

Any Other Business

Mary requested information from new trustees for PVG enrolment.

Mary will attend a training course at Volunteer Scotland Disclosure Services, Stirling.

There was no other business and the meeting finished at 20:30. The next Trustee meeting will be held on Monday, 25th July 2022. Venue TBA.