



Udny Community Trust Company Limited

Minutes of Board Meeting
Wednesday 28th May 2025 7.30pm,
Quarry Room, The Medan Centre

Attendees

Brian McDougall, Marion Jamieson, Matt Kaye, David Murray, Julian Slater and Sue Hebenton

Ruth Cluness, UCTC Manager
Fraser Ferguson, Café48 Manager
Teresa Costanza, UCTC Administrator

Apologies in advance

	Heading	Details	Action
		BM welcomed everyone to the May Board Meeting.	
1	Previous Minutes	There were no comments on the minutes from the April Board Meeting and these were agreed .	
2	Governance	a. Declaration of any Conflicts of Interest BM asked if any Director had any conflicts of interest. Nothing was declared.	
3	Finance	a. Operational Finance JS ran through the accounts highlighting any large payments over £500. No issues were raised. Big payout to the Café from the Trust activities. JS questioned the reduced rate of rent for the tenant in 3 Oldmeldrum Road. RC confirmed this was only for 3 months. Jill Watt credit card has not been cancelled, it's been quite difficult to process this. TC will look into this. It was noted that the Just Transition Fund could be an avenue that the UCTC could benefit from, RC is looking into this.	TC RC

-
- 4** ***Small Grant Applications up to £1,000***
- a. G25-26-007- Village Picnic 2025
- BM asked the Board if they had any comments to make on this grant application and a small discussion was held.
- An evaluation was carried out. It was **agreed** to approve a grant of £467.00
- b. G25-26-009- Udny Green Frost Fair 2025
- BM asked the Board if they had any comments to make on this grant application and a small discussion was held.
- An evaluation was carried out. It was **agreed** to approve a grant of £300.00
- 5** ***Grant Applications over £1,000***
- a. G25-26-006- Pitmedden & Udny Panto 2025
- A detailed and lengthy discussion was held which included the PEG evaluation being taken into consideration.
- It was noted that both the Board and PEG members felt that was a large sum of money, so to be wary on costs and future grants going forward.
- It was **agreed** to approve a grant of £3000.00
- b. G25-26-008- Pitmedden Tiny Tots Expansion.
- A detailed and lengthy discussion was held which included the PEG evaluation being taken into consideration. It was noted that this grant had changes. There was some confusion on the hours that could be provided that would be accepted by the care commission. A lot of work had gone into this application, and they are now just applying for two extra sessions a week to make this compliant. As this would be a trial for Tiny Tots for expansion it would be just a one-off grant for this.
- It was **agreed** to approve a grant of £3,016.32

6 Membership & Capacity Building	No new members
The Medan Centre Projects	Pitched roof work has been completed, and everyone is happy with the work carried out. DM is still working on contractors for the roof project. RC to look into duct work to see if FES can do this. Vent will need to be raised DM thought that FES will not be able this particular job, so research needed to be carried out on this. The roof section at the top of the stairs is in very bad shape. It was suggested to remove the skylight in this section. It was also suggested to replace the gent's toilet roof light to allow more light in the room. No insulation on the roof. Contractors are listing prices for both 200 and 250 mm. There needs to be a lot of work around the old smoking shelter area. JS asked who the contractors were that DM was dealing with: BriggsAmasco, A & B Buchan and another contractor that hasn't seen the site and is not Sika approved (the other two are both Sika approved) RC/DM/BM Bronnie room. This was the name suggested by Bill Johnston for the new room and everyone was in agreement with this decision, This should be launched on the 8th June along with the volunteer BBQ and then ready to book by 16th June. DM mentioned laminated safety glass for the doors. RC thought it would be wired glass for fire- RC will check with Ed Grant.
7 Staff Reports	UCTC Report First Aid Training. FF will look into booking this for July. RC is working on safeguarding process. RC is working through risk assessments for the spaces here at UCTC. Crest Glazing has been in touch about the automatic Quarry door. It will be need to be serviced as hasn't been serviced since 2023 will cost £240 a year. Cathedral hygiene have increased their service by £1 a week. Everyone in agreement to keep this. In the operational fortnightly meeting there was a discussion in installing a fence to stop people from jumping from the park to the UCTC carpark. This will also stop people throwing items into the car park from the park. Fencing solutions Tarves have been over to take a look. Will need to have some sort of support from the park side. RC to talk to PAT group to see what they

think. DM mentioned maybe something like a shrub that could be used as a barrier. A natural type of barrier. BM mentioned when talking about PAT it could be an idea to see if they would be interested in a grant for tree assessments, as some of the trees may need some TLC.

There has been still no news from UCC on the development of land over near Haddo Medical practice. RC suggested that she should go to the next meeting to discuss the park lands with them.

TC secured a £100 coupon to spend on the UCTC garden from Simpsons, Wullie is chuffed.

The summer fayre will be coming up on the 28th June, lots of great things for the community.

Café48 Manager

Cafe raised £300 for PUT on their Quiz night. There has been conversations about doing this again for Formartine Youth Project in September and Friends of Wood recyclability in December.

JS mentioned that planters have been completed for Hattoncrook. Will send in pictures.

8 A.O.B

RC mentioned that the August board meeting will clash with DTAS meeting that TC and RC will attend. It was agreed that August will be a board only meeting.

**The next Board Meeting will be held in the Quarry
Room on
Wednesday June 25th, 2025, at 7.30pm**

