



Udny Community Trust Company Limited

Minutes of Board Meeting

Wednesday 26th June 2025 7.30pm,
Quarry Room, The Medan Centre

Attendees

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

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

Apologies in advance

Marion Jamieson

	Heading	Details	Action
		BM welcomed everyone to the June Board Meeting.	
1	Previous Minutes	There were no comments on the minutes from the May 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. JS mentioned that when staff are asking for top-up payments on the payment card to check with BM and SH for authorisation first.	TC

4	OSCR Changes	There is a new update needed on OSCR for all board member information to be up to date and recorded with the OSCR Database. RC will work through this to make sure all records are successfully up to date and ready for the OSCR change. This database is not visible to the public but will be better due-diligence for the OSCR team.	RC
5	Membership & Capacity Building	No new members	
6	The Medan Centre Projects	DM is still working on contractors for the roof project. 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). DM would like to work with a Sika approved roof, as then covered by a guarantee. It was also agreed that something anchored would work best from an installation point of view. Prices for PV work has come from Hyperion Zero-who are looking at design and pricing and AE solar. DM is chasing up contractors as he wants at least 2 prices to come in . JS asked if the roof can be done first and the solar panels come in later, this was agreed by all. There was a discussion on batteries and storage. BM mentions to consider all options. BM brought up the plan to remove the smoking shelter- and not replace it, everyone was in agreement with this. Bronnie room update- The room is ready to use and there has been some interest already, such as holistic therapies- small group meetings and sensory needs space. RC is working with Ed grant to get the fire doors replaced in these areas to make it safe and complaint. RC was quoted £720-£860 and everyone seems happy with this. Summer Fayre- RC has sent the Risk assessment and plan out to volunteers.We will start at 9am. Safety briefing at 10.30. RC will make print outs on where everyone is stationed and there will be a rota system in place. Tents will need to be weighed down. There will be a whole space dedicated to the Udny green zone (UCA, Repair café, Swap Shop). UCC will be attending and other community groups along	DM

with craft sellers. This is our first year with Udny Woodturning group and We To will be set up as a quiet space over in the Pitmedden Park.

**RC/DM/BM
/FF/TC/MK
/SH/JS/MJ**

7 Staff Reports

UCTC Report

A complaint from Open Doors regular on children throwing items over the wall from the Pitmedden Par, hitting our visitors to Open Doors. This has been reported to the parents of the children responsible and was agreed to try and deal with things this way rather than going to the police.

There was a regional DTAS session that both RC and TC attended over in Huntly. RC found this super helpful and has a meeting booked in with the support facilities for DTAS to come and do health checks here.

There was an enquiry on grants from Haddo Arts- The are looking into the possibly of applying for a grant to cover the school in the parish of Udny and break down costs that way. Eveyrone was in agreement that this would not be a problem.

Volunteer BBQ has very positive feedback. RC thanked all that was involved especially the café team, who did an great job with the food.

Café48 Manager

It has been brought to RC and now FF attention that there had been discussions in the past that cafe48 using fairtrade coffee and tea items. RC looked back on-Board minutes, it was mentioned a couple of years ago, but nothing had been concluded. FF mentioned that some of our products we use already are Fairtrade. RC mentioned that it would be good to support this with the UCTC activities coffees and teas.

8 A.O.B

**The next Board Meeting will be held in the Quarry
Room on
Wednesday 30th June, 2025, at 7.30pm.**

