



Udny Community Trust Company Limited

Minutes of Board Meeting
 Wednesday 29th April 2026 7.30pm,
 The Quarry Room, The Medan Centre

Attendees

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

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

Apologies in advance

| | Heading | Details | Action |
|---|-----------------------------------|---|--------|
| | | BM welcomed everyone to the April meeting. | |
| 1 | Previous Minutes | There were no comments on the minutes from the March Board Meeting, and these were agreed. | |
| | Governance | | |
| 2 | | a. Declaration of any Conflicts of Interest | |
| | | BM asked if any Director had any conflicts of interest. Nothing was declared. | |
| 3 | Finance | | |
| 4 | Other Operational Business | a. Health & Safety | |
| | | RC shared that she is working through the Fire Risk tracker. Asbestos work has been carried out, and certificate has been received for this work. The asbestos plan is in progress along with the Fire Risk management tracker, | |
| | | ECIR has been completed and RC has asked the same company if they can conduct PAT testing on the rest of the equipment. Still waiting on hearing back. | |
| | | Staff workstation Risk Assessments were carried out. 1 Desk riser has been ordered for a member of staff. Office chairs have been replaced and blinds ordered to reduce the glare of screens. | |

need to be replaced could cost an extra £3,000, but DM expects this to be more. No quotes on this from other companies.

Eco-build will also take down and put back the vents- other building companies will not do this as part of their work.

b. Solar Panels – Revised estimates

AES Solar: Option 1 £16,551.33

Option 2 : £29,991.53 panels and £17,010 with batteries

Hyperion Zero, Iprotech and Barres are awaiting prices

External wall remedial works:

AFS £70,714.22

MHO-Group £35,970.35

FF asked about the cost of anchor plates from Eco-build and the cost. D said £195 per anchor point.

HY asked if there was a realistic date in mind. DM was still hopeful for the end of June.

It was pointed out that A and B Bucan will still need a joiner to work with them, and DM had recommended J and D Penny

The cost of the ductwork of the roof would cost about £3,000 at the most.

There were discussions as board members were worried on timings, cost and availability. DM will do some chasing to get final prices and arrange meetings before the next board meeting. So, at the May board meeting, there may be a clearer idea of who UCTC will book for the work.

c. Plan for cafe48 during roof work

FF shared that no matter what happens with the roof, the café will move outside in the marquee for the summertime. BM asked about heating outside. FF will look into this and share what he has found, but he also added that blankets can be used as well. BM shared his thoughts about something like the new security camera being set up on the marquee for extra security. Everyone agreed.

FF

d. Conference Room refurbishment (In progress)

Work is progressing nicely.

e. Cafe48 internal door automation. (in progress)

Kit has been delivered. TC will track down relevant training and send this through to BM. The electrician will need to visit again to put in a 13 amp socket for this door.

**TC
RC**

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Other Items

a. Tekserv Contract and Cyber Security insurance

UCTC will renew- the Tekserv contract again, as it's a service that works well for what the staff need. RC shared the information on Cyber security, as its something UCTC insurance doesn't cover, and Tekserv recommended this. UCTC insurance helped source something that would work for our small charity, at the cost of £332 per year. The board was happy to accept this. TC to confirm.

TC

b. MOU Pitmedden and Udney Panto request

This has been retracted for now

C. First Responders

BM shared that The First responders are going to start working on closing down the charity side of the Pitmedden Group. And will sit under the ambulance service. They are in discussion with AVA at the moment. They have been in touch to see if the UCTC can help them out with taking over their assets. This would be the car and any equipment that would then be owned by the UCTC. There was some resistance from JS on this, asking if the car could be sold for funds. DM would like some more information. BM explained that the car is used for on-call tasks for the Pitmedden First responders and is important for what they do. It's also a 4-wheeled drive, which is something that is important for rural areas. MJ also support this, and explained that the kit is still important for them to carry out what they do. BM is thinking realistically, though, if UCTC take on the car, what is their responsibility with it? BM is also concerned that Udney could lose an important service if they do not get the correct help. First responders, AVA and UCTC will have a meeting to discuss this. DM and MJ want to be involved.

8. Staff Reports

a) UCTC

At the moment, there have been 6 large grants and 1 small grant awarded through the May applications. There has been a 7 per cent increase in the EIS Waste charges due to fuel costs.

Planning for the Summer Fayre is in place for the 27th June. This year, it will be a mix of something in Pitmedden Park and in front lawn spaces to cover if any roof work takes place. RC shared that UCTC will make a donation to the PAT group to say thank you for the space.

RC shared that she had submitted Paperwork for the DTAS recovery and Resistance fund.

RC and MJ visited the Maud Resource Centre to find out more about the Just Ask service. This is something that they both think could work really well at The Trust. It would be good to have this set up by autumn, ready for winter.

b) Cafe48

Change in staffing- struggling to find a chef still.

Starting to get ready for summer, will be putting more picnic benches outside, and the big marquee will go up.

**The next Board Meeting will be held in the
Quarry Room on
Wednesday 27th May 2026, at 7.30 pm**