TARLAND DEVELOPMENT GROUP
Charity No. SCO41598 Scottish Charitable Incorporated Organisation

Trustee Meeting Minutes

Date: 22 June 2026 **Time:** 7:00–9:00pm **Location:** MacRobert Hall

Present: Simon Langan, Jonquil Nicholl, Frank Paterson, Dave Muirhead, Dave Hirst, Sandra Van Heusden, Ken Webb, Chris Redmond
In attendance: Linda Cunningham (item 2), Debbie Rennie, Beth Woodhall (Community Development Workers, CDWs)
Apologies: None noted

1. Declaration of Interests

Discussion: No declarations were made.
Decision: Trustees agreed that a formal Conflict of Interest Policy must be developed and adopted.
Action: Debbie to draft policy and circulate to trustees for approval.

2. Pavilion – Interim Position and Options

Discussion and workshop: Following recent advice and legal requirements brought to TDG's attention, Trustees considered the current status of the Pavilion, noting that there is no legal right to occupy the building, insurance is not valid, and compliance (fire, electrical, water safety) has not been confirmed. The current position presents significant legal and financial risk to the organisation, the public and to trustees, but stopping or relocating activities from the pavilion will also have an impact on the public, Cromar Food as well as other users of the pavilion.
Simon has spoken with MRT and local councilor Sarah Brown who have offered support.

Decisions: Trustees agreed to suspend all activities in the Pavilion due to legal obligations, lack of insurance cover, and unacceptable risk exposure to Tarland Development Group and members of the public. There was a stated commitment to support users of the pavilion to relocate.

Trustees confirmed commitment to pursuing a lease or interim arrangement and to enabling reopening where legally viable. Trustees highlighted the importance of maintaining strong communication with community groups during the Pavilion transition and emphasised the need to ensure affected projects continue to feel supported despite the suspension of pavilion use. Communications should clearly reflect the trustees' legal responsibilities to the charity, while reinforcing continued commitment to community delivery.

Actions:

- Compile booking list and communicate need to relocate and support with finding alternative locations (Beth/ Debbie).
- Write up short terms actions agreed around alternative solutions
- Continue engagement with MRT and Council (Simon).
- Identify alternative venues and operational solutions (Trustees/ CDWs).

3. Approval of Previous Minutes

Decision: Previous minutes were approved as an accurate record.

4. Finance Update

Total balance reported as £81,030.40.

Decision: Delegation of CDW expenditure approval to Office Bearers within budget agreed.

Action: Dave H to clarify allocation of funds across Pavilion and Food projects.

5. OSCR

No further update

6. Community Development Workers (CDWs)

CDW's produced a summary report of their work within the first month. Trustees found the format helpful.

Discussion on domain name to enable CDW's to set up workspace.

Decisions:

Establish HR group (Simon, Sandra, Dave H). Agree to develop Terms of Reference. Approve domain tdg.org.uk.

Actions:

- Sandra to draft ToR.
- Dave H and Simon to progress reporting requirements to DTAS.

7. Project Updates

A. **Apiary**

Report: Risk assessment update shared.

Decision: Apiary risk assessment to be reviewed

B. **Apple pressing**

Report: New Hydro press bought for £699. Should take most of the physical effort out of pressing.

C. **Cinema**

Report: Next film Everybody to Kenmure Street on 8th July

D. **Composting**

Report: All going ok. 55 paid up members

E. **Garden**

Report: We have a new interim chairperson for the community garden - Caroline - Sheila will stay on the committee to assist handover and next AGM - January 2027 - we will find a new chair. We are in the process of updating the rules and regs and the risk assessment

- hopefully we will have this done by the next meeting on the 28th June - and put it forward for approval by the TDG.

In the meantime we are getting ready for the Open garden on the 4th July - please tell all your friends etc. We will get going on social media - ie through Jamie - to advertise the open day and the posters are out already.

F. **Food and Music Festival**

Report: Website created by Julian all finished here: Tarland Food & Music Festival | Aberdeenshire | September 2026 . Programme finished, on website and tickets for all events for sale. 107 sold so far, very good for June.

G. **Cromar Food**

Report: Action for fairer world school report produced and to be shared

H. **Lego**

Report: Sessions are still attracting a lot of children, interestingly last session had more young people. Adult helpers all willing to undertake necessary checks. Next session in September. Organising a mini figure trail for TFMF.

I. **Paths**

Report: Unable to install missing waymarker posts in two locations on yellow route due to hardcore on either side of the bridle way. May need a mechanical digger for the one in Knockagarty wood. Alternative found on tree at the junction with the path up to Strathweltie. MacRobert Trust have offered us £750 to print 10k Path Map leaflet. QR code is now included.

Tarland Way (Chris) - Lease signed with landowner. £1 a year, 25years.
Rural challenge application for fencing/gates/grids etc. in progress. Just transition for main path construction.

Discussion: Dounseside have run out of maps for visitors, so MRT agreed to fund the printing of them so funding deadline to meet.
Decision: Proceed with Paths map printing.

I. **Pavilion**

Report: See notes from dedicated session following meeting with DTAS

J. **Seed Swap & Potato**

Report: All quiet

K. **Trails**

Report: £1510 plus gift aid raised for replacement tool station. Donation of station from anonymous donor organisation. Pedros donating a replacement tool station. Insurance paid out. Just transition app for final trail renewal at Drummy to do. Dig pits complete for N.Pittenderich.
MRT Meeting: Yes in principle to new trails (as long as they don't cross walking routes). Yes in principle to bike hire in car park (container type model trails/community/active travel hire)
Club Support Grant application for Facilities Manager submitted. Favourable enquires to council contact from SportsScotland application assessor.

Decision: Approve Trails tool station replacement.
Actions: Chris to review Zip Line proposal. Debbie to progress safeguarding processes. Trustees to review Apiary risk assessment.

8. Funding/ new project opportunities

Youth Active Travel Hub.
Decision: Invite Pip to start of next meeting to present proposal and consider trustee role.
Action: Debbie to work with trustees on refining trustee recruitment process

9. Cromar Community Council

Simon attended the last CCC meeting.

Discussion: Trustees agreed to improve engagement and collaboration.

10. Any Other Business

DIscussion/ Decisions/Actions:

- AI tool decision deferred.
- Trustee changes to be updated with OSCR.
- Domain and website setup prioritised.
- Miss Rodgers at school will step down from school at end of term.
- Sheila and Frank have both stepped down as Trustees. Trustees agreed how they will be thanked/ their valuable input acknowledged

11. Date of Next Meeting

WB 3rd August – date TBC