

QUAKERS IN SCOTLAND TRUSTEES

Registered SCIO SC054060

Meeting held online on 27th April 2026, 7:00 – 9:15 pm

MINUTES

Present:

Martin Burnell, Malcolm Crosby, Kate Gulliver (treasurer), Michael Hutchinson (clerk), Susan Mitchell, Piers Voysey, Sue Walton, Robin Waterston (assistant to clerk).

Prevented: Peter Hancock, Neil Turner.

The meeting began with a period of open worship.

26/04/01 Agenda

We accept the proposed agenda for this meeting.

26/04/02 Quakers in Scotland to be held online 16th May 2026

We have considered business that is required for the Quakers in Scotland in session online meeting to be held 16th May 2026. The clerk will make an oral report to the Meeting, and the treasurer will send a first quarter financial report.

26/04/03 Appointments and Nominations Committee

No nominations have been received from QiS Nominations Committee. The clerk has briefed us on his conversation with the clerk of Nominations Committee.

26/04/04 Update

We have spent a short time updating each other on our current situations.

26/04/05 linking with Local Meetings & MOUs

We have reviewed progress with linking with Local Meetings and agreeing the General Memorandum of Understanding with them. Trustees can update individual progress on the chart in the Workspace folder.

In responding to local meetings, we are not altering the MOU wording, but we will collect any comments for the future. A minute from each local meeting should indicate any variations from the MOU.

Piers Voysey has briefed us on relationships between ‘worshipping group’ and their linked LM, particularly in relation to how viable the Skye Meeting is. This can be made clear in the minute from Inverness LM, which has care of several smaller meetings.

26/04/06 Trustee work plan and Timeline for 2026

Further to minute 26/03/24, Robin Waterston produced a combined work plan and timeline for 2026 for comment in preparation for this meeting. We accept this as a working document.

26/04/07 Bodies Quakers in Scotland has or requires to join

Further to minute 26/03/25 a chart to record bodies and organisations QiS / QiS Trustees have joined or require to join has been placed in the Workspace for Trustees to add to.

26/04/08 Dundee Friends Property Trust

Our lawyers are in process of preparing for the laying down of Dundee Friends Property Trust and transferring its assets to Quakers in Scotland. We will pay DFPT legal fees. The proposed day of transfer is 27th May.

Robin Waterston has reported on issues relating to the future of the Meeting, its management of the property and its employment of staff. Martin Burnell has added that the transfer is potentially high risk. Robin has been working with Dundee Friends to call a special business meeting to review these matters and consider options (as set out in the briefing paper prepared by Bill Edgar that gives options for the future). The outcome of this meeting will guide us in what we may require to do. In the meantime, our assessment of the situation is that we are not able to accept the transfer of the Trust to Quakers in Scotland until assured that building management and employment of staff are properly and sustainably managed.

We ask Robin, Martin and the clerk to be an active group to work with Dundee Local Meeting.

26/04/09 Employment Committee & Employment Matters

We receive the minutes of Employment Committee held 10th April. We note that Robin Waterson and Martin Burnell are taking forward the TUPE transfer of the Dundee Administrator, Vix Hobba and they have reported on the process. Minute 26/04/08 also refers.

Robin has prepared the contract of employment for the Dundee Administrator, including an Appendix covering Data Privacy policy for employees. The latter is an updated version of the previous policy. We approve this for inclusion with the contract.

26/04/10 South East Scotland Area Meeting

Minute 26/03/26 refers. We have reviewed progress on aligning policies and procedures with South East Scotland AM. The clerk talked with Martin Ward, clerk of SESAM Trustees on 11th April and he was content with the way matters listed in our shared table were moving forward.

We note the agenda, papers and minutes of South East Scotland Area Meeting (SESAM) held 13th April. We note SESAM minutes 4.1.1 and 4.1.2 seeks QIS financial support for two adopted projects, on appointing a Children & Young People's Development Worker and on research into Scottish Quakers and chattel slavery. These minutes will come to Quakers in Scotland in May. The SESAM agenda and papers, including their Trustees reports on engagement with QiS and on Risk are in the April SESAME newsletter - pages 2-7 on the Trustees report and 45-47 on Risk.

We await guidance from QiS in Session on working with SESAM on the two proposed projects. We expect significant work will be required by Trustees and Finance Committee to evaluate the funding of a Children & Young People's Development Worker proposal, even with Britain Yearly Meeting involvement. We see the slavery project, already agreed by QiS in principle, as worth pursuing, with some work required on the detail of the proposal.

26/04/11 East Scotland Area Meeting

We have been told by OSCR (the Office of the Scottish Charity Regulator) that East Scotland Area Meeting has been removed from the list of charities.

26/04/12 Treasurer's Report & Finance Committee

We receive the minutes of Finance Committee held 21st April. Kate Gulliver has reported to us, referring to the detail in these minutes. We note minute 2026-04-05 (Financial position) and agree to the allocation of an unrestricted legacy towards "to help support the smooth running of QiS".

We also note the variation to the budget to enable the hiring of appropriate venues for Quakers in Scotland in session.

We are pleased to hear that the contract with Mindful Business Services Ltd is now agreed and it will provide us with financial administration, including accounts and payroll management. Our minute 26/02/09 refers.

26/04/13 The 2025 Trustees Annual Report and Accounts

Further to minute 26/03/29, Kate Gulliver, with Finance Committee, have finalised the draft 2025 TARA (Annual Report and Accounts), which has been circulated in advance of this meeting.

We agree to forward the draft accounts to our examiner, Wylie & Bisset LLP, Chartered Accountants, for checking. The examiner's fee will be £1,495.

26/04/14 Property Committee & Property Matters

We receive the minutes of Property Committee held 3rd March and Piers Voysey has reported on progress.

In preparation for the Aberdeen meeting house quinquennial review, we agree Property Committee can circulate the specifics for this to local meetings, to see if there are property surveyors amongst Friends in Scotland who could tender their services for carrying the review in Aberdeen, before advertising more widely. We suggest that Property Committee liaise with South East Scotland AM Trustees over the specifics for the review. We are content for Property Committee to determine when the review takes place.

Completion on the sale of Glasgow Meeting House was reached on 15th April, and we have received £385,000.

26/04/15 Digital Technology Task Group

Further to minute 26/03/15, the clerk has consulted with the QiS Clerk and SESAM Trustees' clerk as to the remit and process for the Digital Technology Group. The first meeting of the group has yet to be called.

26/04/16 Risk Assessment

Robin Waterston has prepared a suggested Risk Management table in the papers for this meeting and we accept this as a working document.

We agree to arrange an extended time to consider Risk in more detail in order to inform and assist trustees with our responsibilities.

26/04/17 Elders and Pastoral Carers

The clerk is attending the first joint Elders and Pastoral Friends Network session, on Tuesday 28 April at 2pm and 7.30pm, to liaise with them on Trustees' links with Local Meetings and on the Memorandum of Understanding process.

26/04/18 Future meeting dates

We agree to change the date of our next meeting arranged for 15th June and the clerk will circulate dates for an alternative.

Michael J. Hutchinson

Clerk