

**Minutes of Dundee Friends Property Trust held on  
Thursday 22<sup>nd</sup> November at 2.30pm in the Meeting House**

**Present:**

Sue Mansfield (Acting Clerk)

Marion Sharkey (Administrator) (Minute 29 and 30)

Pam Brunt

Laurie Naumann (Minute 28(i) only)

Martin Pippard

Richard Raggett

**Prevented:**

George Berwick

Philip Bryers

Bill Edgar

Clare Kearns

Robert Thompson

Jane Woodward

**Minute 28/2018            Administrator' Remuneration**

**Minute 29/2018            Feedback from Sub-Group 2**

- i) We note the feedback from the Sub-Group (attached) and the architects' advice re reinstating the doorway between Numbers 7 and 9 and have decided that the costs involved make it a non-viable option on both cost and fire safety grounds.
- ii) Having examined a range of possible alternative options re the rotunda offices we agree that the rotunda office on the mezzanine level should be retained but that the ground floor one be removed. This will have beneficial effects on the heating costs.
- iii) We ask the Sub-group to explore with the architects what additional measures could be taken to ensure that the overall heating loss between the 2 levels is minimised,

especially with regard to the gap at the front between the glazed frontage and the balcony.

- iv) We accept that not everybody in Local Meeting will feel comfortable with these decisions and that we need to do everything possible to ensure that we communicate effectively with Local Meeting about how we have arrived at our current proposed plans. We ask Martin\_Pippard to take this forward.

**Minute 30/2018          Clerking**

- i) We note that between 10<sup>th</sup> December 2018 and the 1<sup>st</sup> February 2019 that neither our Clerk nor our Assistant Clerk will be available to clerk any additional meetings held before our next scheduled meeting on Tuesday 5<sup>th</sup> February. In Sue's absence we ask the Sub-groups to ensure that their meetings are minuted.

Sue Mansfield (Acting Clerk)

22nd November 2018