

**GENERAL MEETING FOR SCOTLAND
TRUSTEES**

Minutes – Tuesday 7 February 2023 by zoom

Present – Robin Waterston (Clerk), Andrew Blackadder, Katrina McCrea

In attendance for items 2 and 3 – Martin Burnell

Apology – Margaret Mortimer.

1. Trustee membership

We note that Margaret Mortimer has requested to be released from her role as a Trustee.

2. Annual report to GM

We have received and agree a draft of the report by Martin Burnell to GM of the work of the Trustees in 2022. He will present the report in March.

3. Safeguarding policy and guidance

We have heard from Martin that the ad hoc working group have completed their task. The final documents (2 page model safeguarding policy, and 52 page safeguarding guidance) have been circulated in advance. We are grateful for the hard work of the group over the last year.

We agree to forward the documents for GM for adoption. Thereafter they would be forwarded to AMs for approval and implementation. We will return to this at our next meeting to consider Scotland-wide training and any other follow-up actions.

4. Fund for Healing

Robin has reported that he has written an article for the Scottish Friend suggesting that the Fund be donated to the Friends Fellowship of Healing. They have confirmed that they could set up a restricted fund for the benefit of Friends in Scotland. We agree to recommend this to GM.

5. Update on account signatories

We agree that the signatories on both the Triodos and the Coop accounts should be the three current Trustees. Margaret Mortimer should be removed. We ask Nigel Dower to arrange for this.

We also agree that there should be dual authorisation for payments from either account. Katrina will liaise with Nigel about this.

6. Recording of legacy donations

We have discussed the recording of previous and future legacy funds in our accounting. We agree that these should not be designated by the name of the donor, but should be combined into a single fund. Currently, all are unrestricted. If any future such legacies have restrictions attached to them, Trustees will consider whether to accept the legacy. If so, it would be recorded as restricted.

We have also reflected more generally on the use of our legacy funds. How can we put this money to effective use? Might there be a need for an implementation fund arising from recommendations from the Options for Scotland 2 working group?

Might we propose donating some of the money to BYM?

We will return to this matter at our October meeting.

7. Future funding of the PEO post
We note that the GM budget for 2023 includes a contribution of £10,000 to BYM towards the salaries of the PEO and the LDW posts. We also note that the current PEO has resigned and finished his employment. There will be a gap before the next appointment. Interviews are to take place on 23 March. Robin as Trustee Clerk will be one of the panel members.
We hope that a clearer funding arrangement for these posts can be in place in time for the next budget process.
8. Application to Camfield Trust
We have considered the question of funding support from the Camfield Trust. Given the size of our reserves, we wonder whether there is a need to apply for a grant from the Camfield Trust this year. Katrina will check with Nigel Dower whether an application has been submitted yet. We will return to this matter at our May meeting.
9. Request for refund
In June 2022, one family was unable to attend the Quaker Family Weekend due to Covid and asked for a refund. Due to various reasons this was not actioned at the time. After looking at the details, we agree that GM should refund the full amount of £204. Katrina will arrange for this.
10. Cloud storage of records
Katrina has proposed that key financial documents should be stored in the cloud using Dropbox, to which all Trustees should have access. We agree to this. Possibly other key documents could be stored there also.
11. "Register of Controlling Interest"
We have considered possible implications of the new Scottish legal requirement for those with a "controlling interest" in property ownership to register. This applies to Trusts which own Meeting Houses or other buildings.
Since the deadline for registration is being deferred until April 2024, we think it is simplest to take no action at least until a possible reorganisation of Trust bodies among Quakers in Scotland is decided.
12. Parliamentary Engagement Working Group report
We have received the January PEWG Minutes.
13. Trustee Clerks forum
Robin has reported on the recent zoom meeting of Trustee Clerks in Scotland. We note that there is currently no Trustee Clerk for NSAM.
14. Book of Members 2025
In February 2022, Trustees discussed the idea of an online Book of Members for 2023. But the timescale was too short for proper consideration. We will return to this matter for 2025 at a future meeting.
15. Dates of future meetings
Wednesday 10th May, Tuesday 17th October plus additional meetings as required.

Robin Waterston, Clerk