

Quakers in Scotland Foundation Trustees

Meeting held online on 5th February, 2025 at 7.00 pm

Present: Elizabeth Allen, Brian Ashley, Adwoa Burnley, Chris Holmes, David Somervell and in attendance Lesley Richards (Convenor QiSCG)

We started our meeting with a short period of worship.

We spent time sharing our week.

We agreed the agenda for the meeting.

25/02/1 Update on the OSCR application

Brian talked us through the application that we are working on for OSCR. He guided us through all the proposed responses. We agree the proposed responses to all the questions in the OSCR application form.

We ask Brian to contact Neil Turner and Jane Booth to set up a separate page for QiS on the GM web site, rather than Friends needing to go through the GM page.

The form needs additional information on the job descriptions/ salary levels of existing employees of AMs/GM and Dundee Friends Property Trust. We agree to ask Brian with Lesley to continue finding out the information needed for this section.

Brian also asked us if we agree the approach of using a Trustee Supporting Statement. We discussed this and agree this statement circulated by Brian

We ask Brian to complete and submit the QiS application to OSCR. We authorise Brian to submit the form when he has all the supporting documentation that is required.

We agree that Brian will share the final document with all Trustees prior to submission.

25/02/2 Financial Year end date

QiS foundation Trustees agree 31st December as the end of the financial year for QIS.

25/02/3 'Who does what' chart

Further to minute 5 of our December 2024 meeting, draft 1 of the Who Does What chart was circulated in advance of this meeting. It lists a breakdown of the tasks to implement and support a transition to Quakers in Scotland, and

which Quaker body/ group is responsible for these tasks. It is a working document and as such will be updated and amended as the process progresses.

25/02/4 Forging active links with relevant groups

It would be helpful to meet with all those who have been involved in the transition to QiS, this will include AM and GMS trustees, and the QiS Coordinating Group and its subgroups. This will provide us with an overview of the work done so far. We ask our clerks to set up the meeting.

25/02/5 QiS Solicitor

We agree to start searching for a solicitor to deal with the legal aspects of the transition to QiS and we will return to this matter at our next meeting.

25/02/6 Closing minute

We close with worship, planning to meet again on zoom on Wednesday 5th March at 7pm, should nothing occur to prevent.

Elizabeth Allen and Adwoa Burnley

Co-clerks to QiS Foundation Trustees