

SCOTTISH POLICE BENEVOLENT FUND [SCIO]

Minutes of the 6th meeting of Trustees of the **Scottish Police Benevolent Fund** held within the Police Treatment Centre Auchterarder at 10.00am on Friday 26th April 2013.

PRESENT:

North Sub Committee

Ian Duncan
Graeme Ednie Chair
David Hamilton

East Sub Committee

Davy Cummings Secretary
Amanda Givan
Stewart Ross

West Sub Committee

Donald Walker

Treasurer

Graham Neilson

1. OPENING OF MEETING

The Chairman opened the Meeting by welcoming everyone present and encouraged everyone to take an active part in the Meeting.

2. APOLOGIES FOR ABSENCE

None.

3. MINUTES OF THE PREVIOUS MEETING

The Minutes of the previous Meeting held on 26th March 2013 were reported to be in the process of being prepared and would be circulated for agreement in due course.

4. MATTERS ARISING

CAF Forms

Graham Nelson reported the CAF forms had now been completed

Agenda

The Secretary had completed the action to reset the agenda following the previous meeting.

5. Business Development

5.1 Communication

David Hamilton reported there had been an increase in Twitter activity and that he intended to continue promoting the Fund through this medium. Trustees were asked to send anything appropriate to David for publication.

He further noted the website had been updated and that he would continue to maintain that on the old Tayside JBB server meantime. The Chairman requested statistical information in relation to the website and DH agreed to provide this for the next meeting.

Action: DH to provide statistical information from the Fund Website to the next and future meetings

The Secretary reported he had met with Gemma Pettman at the SPF Annual Conference and it was agreed he should have further discussions with her in relation to promoting the work of the Fund.

Action: DC to engage with Gemma Pettman in relation to promoting the work of the Fund.

The Chairman also reported he was hoping to have an area within the PSoS intranet and would update the Trustees accordingly

Action: GE to pursue a site within the PSoS intranet

David Hamilton provided an update in relation to a Police Charities forum meeting he had attended. He described a web portal which he will be creating to allow a one stop area for all UK Police Charities to be found on the internet.

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5.2 Future Events

Following a discussion it was agreed the Secretary should engage with ASP(S) RPOA(S) and Unison in an effort to securing attendance at their respective conferences.

Action: DC to engage with ASP(S) RPOA(S) and Unison in an effort to securing attendance at their respective conferences.

5.3 Marketing

It was agreed this item had been covered above and that it should now form part of 5.2 and be removed from the agenda.

5.4 Information Technology

David Hamilton described how Trustees would be able to access a private SPBF folder area within the SPF server. Following discussion it was agreed he would make enquiry into allowing access to Ian Duncan including to possible provision of hard wear.

Action: DH make enquiry into allowing access to Ian Duncan including to possible provision of hard wear.

6 Finance

6.1 Treasurers Update

The Treasurer reported that he had been in contact with HMRC regarding the charitable status of the Fund to allow further engagement with Investment companies but there was a slight administrative issue which required to be resolved prior to this moving forward.

He then gave an overview of the Funds financial health.

Following discussions with the SPF they had agreed that Mairi Macgregor from their Inverness office was to be appointed to assist with financial matters.

Transfer of Funds

Following discussion it was agreed that DC, SR and AG should contact the previous Fund Treasurers to ensure the final money transfer were due to take place.

Action: DC, SR and AG should contact the previous Fund Treasurers to ensure the final money transfer were due to take place.

The Trustees noted that any historical loan information should be sent to Mairi in Inverness to allow a central filing point.

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6.2 Consideration of Applications

The Trustees began by reviewing the following applications;

Ref No GNA0001

The Trustees were informed that a grant of £7500 had been made from the Forrester's Charity to the member and in light of this the Trustees agreed to amend the grant previously awarded to £12,500.

Ref No GNA0002

The Trustees were informed there had been a change in the member's circumstances and it was requested the application be cisted meantime. This was agreed by all.

Ref No GNA0003

The Trustees were updated as to the current position with the application but were of the view without specialist medical reports they were still unable to progress the matter meantime. It was agreed this information would be sought and presented at a subsequent meeting.

New Applications

LNA No 0001

An application from a member of the fund was considered by the Trustees. This application was rejected.

GWA No 0002

An application from a member of the fund was considered by the Trustees. This application was supported and the Trustees agreed to a grant of £2,100.

GWA No 0001

An application from a member of the fund was considered by the Trustees. This application was rejected.

Following the consideration described the Trustees were unanimous in agreeing they required the fullest possible explanation of the circumstances and what other actions had been taken by the applicants prior to approaching the fund.

David Hamilton also raised the point that there were other areas where assistance may be more appropriate in particular debt management services.

The Treasurer indicated he had been approached by a company called Payplan Debt management who were keen to be involved. It was agreed that

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all Trustees should forward details of local Debt Management Companies used by the previous Funds to the Secretary and they would be considered at the next meeting. It was also acknowledged local contact required to be maintained.

Action: All Trustees to forward details of local Debt Management Companies used by the previous Funds to the Secretary.

All agreed the use of Fund liaison officers would be a welcome addition and the Chairman agreed to pursue this with the Chief Constable.

7 New Business

7.1 Election of Treasurer

The Chairman informed the meeting he had received correspondence from the Treasurer intimating his resignation from the Fund in that capacity and as a Trustee. It was noted this was for no other reason than the pressure of work from his full time position and acknowledged that it was not a decision he had taken without long and careful consideration.

The Secretary took the opportunity to thank Graham for all of his efforts and guidance throughout the planning and implementation phases of the creation of the Fund without which the entire process would have been considerable more difficult.

Following detailed discussions it was agreed that Mairi Macgregor should be appointed to carry out the Treasurers roll subject to her agreement.

8 ANY OTHER COMPETENT BUSINESS

The Treasurer advised that he had secured the involvement as Trustees of Andrea McDonald and Fiona Morris from the West Area.

9 CORRESPONDENCE

Other than the item referred to at 7 above there were no items requiring discussion.

10 DATE AND VENUE OF NEXT MEETING

The Meeting agreed the next meeting of Trustees will be held at 1000 hours on 20th May 2013 at the Police Treatment Centre Auchterarder

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11 CLOSURE OF MEETING

The Chairman thanked everyone for their valuable and constructive contributions and concluded by wishing everyone a safe journey home.

Graeme Ednie
Chairman

David Cummings
Secretary

Provisional meeting dates:

Wednesday 11th June 2013	AGM
Wednesday 11th September 2013	1st quarterly meeting
Wednesday 11th December 2013	2nd quarterly meeting
Wednesday 12th March 2014	3rd quarterly meeting

All meetings convening at 1100 hours, venues to be confirmed.

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