

Scottish Police Benevolent Fund

The Scottish Police Charity

Minutes of the 2nd Quarterly Trustees meeting of the Scottish Police Benevolent Fund held on Monday 31st October 2016 at the Police Treatment Centre, Castlebrae.

1. Present

North Sub Committee

David Hamilton
Martyn Turner

East Sub Committee

Grant McDowall
Nigel Bathgate
Steve Clark

West Sub Committee

Martin Bertram (Chair)
Catherine McNally

Treasurer

Mairi MacGregor

2. Opening of Meeting

The Chair opened the Meeting by welcoming everyone present and invited all present to take an active part in proceeding and contribute to discussion and debate. A special welcome was made to Steve Clark who was at his first meeting.

3. Apologies for Absence

The Secretary advised that apologies had been received from Bill Clark and Fiona Morris

4. Approval of Minutes

The Minutes of meetings held on

- 22nd August 2016
- 9th September 2016
- 12th September 2016
- 30th September 2016
- 7th October 2016

were noted and approved.

5. Matters Arising

5.1 Fund Liaison Officers

There had been no further developments regarding this however the Chair would raise the issue with the Chief Constable at a forthcoming meeting.

6 Standing Items

6.1 Consideration of Applications

Trustees considered the following applications for financial assistance;

LWD0003	Rejected.
GEXTD0004	Approved.
GND0004	Approved
GWD0012	Approved
GWD0014	Rejected
LWD0004	Rejected
GEB0016	Approved
GED0004	Approved

A £32,318 grant to purchase new Gym Equipment the Police Treatment Centre G/EXTD0003 was approved.

The Secretary would advise applicants accordingly.

6.2 Treasurers Update

The Treasurers updated on the charity finances. External contributions continued to come in and the fund was spending what it received. The investment portfolio was discussed and a proposal to transfer further Current Account funds into it considered. The Trustees decided to reflect on the matter and discuss further at the next meeting.

A discussion re new member uptake was held and it was agreed that the Treasurer would track uptake rates back to 2013 to identify any trends.

6.3 Business Development

There was no items of note and it was agreed to remove this item and blend it with the Communications and Marketing Topic

6.4 Communication & Marketing

6.4.1 Folders

The Secretary reminded the committee that we had plenty of promotional folders available for distribution to members.

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6.4.2 Communications

A helpful discussion regarding communications and fund awareness was held. Mairi would supply some key facts and figures to Stevie and he would prepare a piece on his initial reflections as a Trustee. His draft piece would then be distributed to Trustees and then published across the Force.

7 New Business

Agreed that this item could be removed from the Agenda

8 AOCB

8.1 Police Charities (UK)

The Chair advised the Board that Police Charities (UK) was a new body that purported to be a portal for Police Charities. The Trustees agreed that they would have to be convinced. About the merits of this.

8.2 SCVO Gathering

It was agreed not to take a stand at the SCVO Gathering event on 22nd and 23rd Feb 17 at SECC but that it may be useful for Trustees to visit.

8.3 Resourcing Arrangements

Future Resourcing arrangements were considered by the Trustees and it was agreed that a subgroup of the Chair, Secretary and an East Area representative would meet to investigate further and develop proposals for Trustees

8.4 Out of Committee Business

The Secretary briefed the Trustees on the original intentions of the Fund and addressed the issue of emergency funding applications.

The Trustees agreed that

- a) The Charity was neither intended to be or equipped to be an Emergency Response charity;
- b) That urgent claims for assistance could only be considered up to the existing spending limits (£1000 grant of £5000 loan) with a minimum of 3 trustees i.e. existing emergency provisions;
- c) Any additional formal meetings of the Trustees (beyond quarterly) should be exceptional and would require full governance arrangements including the requisite notice, an invite to all Trustees and be fully minuted.
- d) The Secretary should prepare an out of meeting Guide for Trustees summarising the process and spending authorities.

8.5 Funding Adjustment Authority

The Trustees granted the Chairman, Secretary and Treasurer (as many as practicable) the Authority to grant up to an additional £100 of funding to a previously approved loan or grant. This would ensure that small additional amounts could be granted without full reference to all the Trustees.

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9 Correspondence

The Secretary advised Trustees of a note of thanks from a recent beneficiary to the fund whose family had been supported following his daughters illness and also from the Beatson Cancer Charity in relation to a recent donation.

10 Time and Date of Next Meeting

The Secretary advised the next meeting would be the AGM at 1000 hours on Monday 6th February 2017 at the Police Treatment Centre

11 Closure of Meeting

The Chair thanked everyone present for their active and constructive participation and closed the Meeting by wishing them a safe journey home.

Martin Bertram
Chair

David Hamilton
Secretary