

SCOTTISH POLICE BENEVOLENT FUND

Registered Charity number SC043489

Minutes of the 1st quarterly Trustees meeting of the Scottish Police Benevolent Fund held on Tuesday 19th August 2014 at the Hilton Grosvenor Hotel, Glasgow.

1. Present

North Sub Committee

David Hamilton
Graham Sloan

East Sub Committee

Amanda Givan
Stewart Ross
Nigel Bathgate

West Sub Committee

Martin Bertram
Andrea Macdonald
Fiona Morris

Treasurer

Mairi MacGregor

Also in attendance

Colette Turpie Fund Liaison Officer

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.

3. Apologies for Absence

The Secretary advised apologies had been received from

Martyn Turner

4. Approval of Minutes

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The Secretary advised the Minutes of the AGM and this 1st quarterly meeting would be circulated together once they had been completed and be considered at the next Trustees meeting.

5. Matters Arising

5.1 Action/Decision Log

The Action/Decision Log was circulated in advance of the Meeting and the contents were noted.

Action 0001/13

This remains ongoing.

Action 0006/13

David Hamilton advised that the cases had all been identified and work was progressing with Tinker Taylor. It was agreed that this action was complete and could be closed.

Action 0002/14

The Treasurer advised that she, Alan and Colette had discussed, agreed and implemented a process to record the time spent by them undertaking SPBF duties. The meeting agreed to **close** the action.

5.2 Fund Liaison Officers

The meeting was advised that the Fund Liaison Officers had another new supervisor, Heather Armstrong. The Chair advised that he had had a discussion with Heather in relation to the role in relation to the SPBF. The FLO's are currently based at Springburn but it has been suggested that Dalmarnock may end up being the base.

5.3 Police Helicopter Crash

The Secretary advised that at the additional meeting of Trustees held on 14th May 2014 she had provided an update in respect of action 0003/14 and confirmed that no response had been received.

The Secretary also confirmed that on 13th March 2014 a cheque for £1500 was presented to representatives from the Plymouth Brethren in acknowledgement of their valuable support and assistance to members of the emergency services in the immediate aftermath of this tragedy.

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Letters of thanks had since been received from both the Salvation Army and the Plymouth Brethren and the Secretary read the contents of these letters to the meeting.

Trustees agreed matters were now concluded and this item could be **removed** from future agendas.

6. Standing Items

6.1 Consideration of applications

Trustees considered the following applications for financial assistance;

GNB0002 Granted – proviso to grant half of the sum required if the Bank Workers charity agreed to match the sum

LWB0007 Declined

LWB0008 Declined

GEB0006 Granted

LEB0003 Request for further information to be obtained.

The Secretary agreed to advise the applicants accordingly.

6.2 Treasurers Update

The Treasurer advised that a database or at least updating addresses for all members of the SPBF was progressing but remained a work in progress.

The Treasurer confirmed that the SPBF were registered with the Information Commissioner.

6.3 Business Development

Due to the late hour this matter was remitted to the next trustee meeting.

6.3.1 Communication & Marketing

Due to the late hour this matter was remitted to the next trustee meeting

6.3.2 Information Technology

Due to the late hour this matter was remitted to the next trustee meeting

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6.3.3 Investment Portfolio

Following much discussion the Trustees agree on the amount of £1.75 m to be invested with Apollo Multi Asset Management. The Treasurer agreed to progress this matter.

7. New Business

There were no items of new business for discussion.

8. AOCB

It was discussed at length the proposal to increase the loan limit should have been a decision made by the Trustees only and whilst suitable to be discussed at the AGM is not a matter for anyone else than the Trustees to agree. David Hamilton made reference to the constitution and Powers of the Board at paragraph 9.2 *the BOARD - who hold regular meetings, and generally control the activities of the organisation; for example, the board is responsible for the monitoring and controlling the financial position of the organisation* and paragraph 71 of the constitution which specifically states that *except where this constitution states otherwise, the organisation (and its assets and operations) will be managed by the board; and the board may exercise all the powers of the organisation.*

It was agreed that the earlier vote to increase the loan limit from £10,000 to £30,000 was not within the rules and would need to be discussed further.

The decision to increase the grant amount from £3,000 to £5,000 was unanimously agreed by all Trustees except one who abstained and this decision could stand.

9. Correspondence

Due to the late hour this matter was remitted to the next trustee meeting

10. Time and Date of Next Meeting

The Secretary advised the next meeting would be the 2nd quarterly meeting to be held at 1000 hours, Monday 3rd November 2014 at the Police Treatment Centre, Castlebrae.

Dates of future meetings

3 rd Quarterly Meeting	Monday 9 th February 2015
4 th Quarterly Meeting	Monday 11 th May 2015

11. Closure of Meeting

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

He was thanked by the Meeting in the customary manner.

Martin Bertram
Chair

Amanda Givan
Secretary