

SCOTTISH POLICE BENEVOLENT FUND

Registered Charity number SC043489

Minutes of the 2nd quarterly Board of Trustees meeting of the Scottish Police Benevolent Fund on Monday 4th November 2019 at The Police Treatment Centre, Castlebrae, Castleton Road, Auchterarder PH3 1AG.

1. ATTENDEES:

Martyn Turner – (Acting Chair) - (NAC)^{***} - MT Jenny Shanks – (WAC)^{**} - JS
Stephen Clark - (Secretary) – (EAC)^{*} -SC Mairi MacGregor (Treasurer) – MM
Grant McDowall – (EAC)^{*} - GM Catherine McNally – (WAC)^{**}
Lynne Gray – (WAC)^{**} - LG Patrick Nicoll – (NAC)^{***} - PN
Gary Brown – (Operations Manager) - GB

*EAC = East Area Sub-Committee

**WAC= West Area Sub-Committee

***NAC = North Area Sub-Committee

2. OPENING OF MEETING:

The Acting Chair (MT) welcomed all present to the 2nd^t Quarterly meeting, and he extended a specific welcome to Patrick Nicoll (PN) who was attending his first Board of Trustees meeting as the new Trustee for the North Area replacing Gary Brown.

MT acknowledged Gary Brown's (GB) attendance at the meeting and congratulated him on recently taking up his new post as Operations Manager for the charity.

MT reminded all Trustees of their duties and responsibilities with regards to acting in the sole best interests of the charity. And accordingly he read out the following statement:

"All Trustees are reminded of the need to declare any personal or professional interest, direct or indirect, in any applications that are considered during this meeting, with a view to avoiding any potential conflict of interest and in the best interests of the charity. Any such declaration will result in the individual removing themselves from any discussion and decision regarding the application(s)."

3. APOLOGIES:

Nigel Bathgate - (Chair) – (EAC)^{*}
Bill Clark – (NAC)^{***}

*EAC = East Area Sub-Committee

***NAC = North Area Sub-Committee

4. MINUTES OF THE PREVIOUS MEETING:

It was confirmed that the minutes of the last meeting (1st Quarterly meeting), along with the minutes from the AGM had previously been disseminated. Both sets of minutes were approved by those present as an accurate reflection of the 1st Quarterly meeting and the AGM.

5. STANDING ITEMS:

5.1 CONSIDERATION OF APPLICATIONS:

The Trustees considered a total of 9 applications for assistance – 7 were approved, 1 was declined, and 1 was not presented due to ongoing enquiries – see below:

<u>GEG0007</u> -	Approved.
<u>GWG0010</u> -	Approved.
<u>GWG0004</u> -	Approved.
<u>LWG0002 – amended to – GWG0022</u> -	Approved.
<u>G/EXTG0004</u> –	Declined.
<u>GNG0009</u> –	Not presented – application ongoing.
<u>GNG0008</u> -	Approved.
<u>LWG0003 – amended to GWG0023</u> -	Approved.
<u>LEG0001 – amended to GEG0009</u> -	Approved.

5.2 TREASURERS REPORT:

MM provided an update re Ms Jean Richardson's will / donation – matters continue to progress with a £110,000.00 in donations already having been received, with further monies to follow.

MM summarised other donations / collections have totalled approximately £1,350.00 since the last meeting.

MM reported that the bank accounts total = £263, 897.

5.3 NEW APPLICATIONS FOR MEMBERSHIP OF THE SPBF: None.

6. CORRESPONDENCE: None.

7. ANY OTHER COMPETENT BUSINESS:

7.1 STRUCTURE / INDEPENDENCE OF THE SPBF:

MM advised that work continues re job contracts for herself and GB, as well as insurance, pensions, payroll etc. Work also remains ongoing regarding the move to the new premises in Nairn.

7.2 PROMOTIONAL ITEMS:

SC advised that promotional goods are expected to be delivered by the end of November 2019. SC will arrange for distribution of stocks to each of the three areas. Suggestion that stocks will initially be held at SPF offices in North, East and West.

8. DATE AND VENUE OF NEXT MEETING(S):

The next meeting of the Board of Trustees (3rd Quarterly) is scheduled to take place on:

- **10th February 2020**, at 10am, at The Police Treatment Centre, Castlebrae, Castleton Road, Auchterarder, Perthshire, PH3 1AG.

Future meetings are scheduled as follows:

- **11th May 2020** - (4th Quarterly Board of Trustees meeting) at the PTC Auchterarder; and
- **17th August 2020** - (AGM and 1st Quarterly meeting) at the SPF West Area Office, Merrylee House, Unit 5, Westpoint Business Park, 8 Marchfield Drive, Paisley, PA3 2RB – West Area hosting.

9. CLOSURE OF MEETING:

The Acting Chair closed the meeting and thanked everyone for their commitment, attendance, contribution and participation, and he wished everyone a safe journey home.