

DUNBLANE DEVELOPMENT TRUST
HOLM HILL (HH) ACTION GROUP
MEETINGS NEXT STEPS
AS AT 25 March 2005

Attendees at 23 March Meeting:

Jim Bennett (Chair), David Prescott, Robin Davis, Rosemary Bland, Richard Bland, Deirdre Wilson, Paul Jones, Margaret Stewart, Shirley Buchanan, Mary Scott-Wilson, Sarah Aldred, David Totten, Ian Adam, Iain Watt, Malcolm Wilson, Steve Mason, John Seddon, Gerard Hastings, Andrew Gould.

Apologies

Liz Law, Claire Watt

Agenda

1. Introductions

A list was circulated for attendees to enter names, email addresses and phone numbers.

2. General Update – Jim Bennett

2.1 The Scottish Executive have accepted the HH application

2.1 The 3 weeks communication period ends 24 March for Hilton Hotels to respond. To date of meeting, no response has been received. The Scottish Executive are required to copy HH with any reply.

2.2 The Scottish Executive have then one week advise whether they have registered HH's interest

2.3 To date no serious bidders have expressed interest in the HH site.

2.4 An independent anonymous professional local valuer has given a top valuation of £50k for the land

2.5 The process does need a willing buyer and a willing seller. If Hilton Hotels decide they don't want to sell then the deal is off although Hilton Hotels will need to notify HH Ltd if they subsequently decide they want to sell during the next 5 years.

2.6 HH Ltd has formed 4 separate subgroups as follows:

- Finance/Fund Raising/Business planning
- Ballot Organisation
- Events
- Communications

2.7 HH Ltd is a private limited company and under company law can have up to 50 shareholders. To date 26 shareholders have pledged £1 each. David Totten is collecting further subscriptions.

2.8 There will be a HH public meeting on 13 April. Details will go in the letter – see below. The purpose of the meeting will be to widely consult and gather all views.

3. Proposed Structure – Steve Mason

3.1 Key Dates:-

- 31 March - Scottish Executive (SE) decision on registration of site
- 19 May - Valuation required
- early June – Ballot
- 16 June - Ballot results submitted to SE
- 29 Sept - Acquisition completed

3.1 Open meetings are open to all as are subgroup meetings if others feel the need to attend.

3.2 All HH Ltd Board meetings and subgroup meetings will be minuted.

3.3 Open public meetings and meetings for all 4 subgroups will take place on alternate weeks, normally on Wednesday evenings at Churches House or Leighton House.

3.4 The business plan :

- Relates to the Application/charities
- Assumes 70% from the Land Fund
- Not required if the valuation is < £100k

3.5 The template for any minutes should be as these minutes – see Next Step Action below.

3.6 The name of our campaign will be “Holme Hill Community Buyout”.

- Proposed Jim Bennett, seconded Deidre Wilson

4. Ballot Group Report – Deirdre Wilson/Paul Jones

4.1 Handout circulated at the meeting

- Leaflet drop ready to go to petition signatories as soon as we get registration to raise awareness and recruit volunteers
- Grant application for the £10k grant towards ballot costs from SE. Form A received from Catherine Francis. Finance Group to assess as soon as Ballot estimates available.
- Ballot mailing. Royal Mail franking charges for bulk delivery = postage + 20%. E.g. for 700 = £1764
- Both Stirling Council (Keith Brown) and Electoral reform Society (Barry O'Brian) can run the Ballot for us. HH Ltd will have to provide the database. We will need to choose which to go for.
- Sensitivities of using Stirling Council – Closeness to General Election and a possible impending Local Authority workers strike.
- Sensitivities of using the Electoral Reform Society is our ability to access non published section of the Electoral Role.

4.1A template of the Highlands and Islands Ballot Form had been received. Include a photo/map of HH.

4.2 The Chief Executive of Stirling Council has responded to our letter requesting assistance.

5. Events Group Report – Mary Watson

5.1 More volunteers required including those to go to other local groups to state HH campaign intent and spread the word. Several persons volunteered at the meeting

5.2 A lot of small events are being organised

5.3 A compiled list of local groups to work with is required. The Development Trust has a list.

5.4 A high profile HH would be exhibited at the Fling.

5.5 It is suggested that Steve McGrail take a group of HH Ltd Shareholders/Members round HH.

5.6 The theme for the Events Group is “The Local Community”

5.7 Both David Totten and Mary Scott-Watson are on leave for 3 weeks. Caroline will deputise.

6. Communication s Group – Ian Watt

6.1 A lot of volunteers are required for identified single tasks

6.2 The Ballot group would take responsibility for the Ballot leaflets. The leaflets will go out 4/5 April.

6.3 A feature article will appear on the front page of the next Community Review.

7. Finance Group – Steve Mason

7.1 Public Liability Insurance to be obtained?

7.2 Bank account for HH Ltd set up

7.3 Income to date £70 with £48 to come from the Burns Supper

7.4 Applications for funding have been made to:

- Baillie Paterson Fund £2500 – decision awaited
- Land fund - £10k
- Stirling Council £6k

7.5 Some funding will be 6 – 8 weeks into the campaign before a decision reached.

7.6 A cash flow forecast will be produced



8. Elections to the Board of Directors



8.1 14 persons elected at the meeting plus one person from Dunblane Development Trust as Directors of Holme Hill Ltd.



8.2 The following were elected following emails to Caroline or elected at the meeting:

- Jim Bennett
- Andrew Gould
- Liz Law
- Clair Watt
- Gerard Hastings
- David Totten
- Steve Mason
- Iain Watt
- Caroline Crawford
- Deirdre Wilson
- David Crawford
- Rosemary Bland
- Malcolm Wilson
- David Topliff
- John Seddon (DDT)

8.3 A bio paragraph on each director will be required as a part of the registration of HH Ltd

NEXT STEPS			
1	Check all 1225 Signatures against the Electoral Role	Complete. 20% not on public Role	
2	Create a data base of names and addresses once checked – include Post Codes	Complete	
3	Confirm Organisation of HH Action Group is under the auspices of Dunblane Development Trust	Complete	
4	Conduct land valuation. Estimated £700 to do valuation (Brian Grieve)	When required after Scottish Exec Decision	
5	Get articles in Stirling observer and Sunday Times	Complete	
6	Gain Support from Community Council	Complete	
7	Gain Letters of Support from MSP and Local Councillors	Complete	
8	Invite Catherine Frances of the Community Land Trust to a meeting soon.	Complete	
9	Raise a persuasive application – 5 major areas to be developed including History, Use of hill for the Community. Downplay accusations of NIMBYism. Draft by 22/23 Jan	Complete	
10	Select a Name for the Action Group which reflects objectives and gains support from the Dunblane Community Holme Hill Action Group. Memorandum and Articles of Association under Holme Hill Ltd	Complete	

NEXT STEPS			
11	Raise application for Finance <ul style="list-style-type: none"> - Lesser fund £10k? – publicity, raising application, ballot etc - Large Fund – land purchase 		
12	Contact Stirling Council for services of the returning officer in a postal ballot/ funding	Complete	SM/Silvia Jackson
13	Letter to Dunblane residents seeking support and cash contributions. Paper copies handed out 23 Feb. Copies to be distributed electronically. Comments from all to Claire Watt. Get someone who isn't familiar to Holme Hill to comment.	?	All
14	Celeidh Saturday 9 th April. Volunteer required for Posters/Advertising. All to consider. 150 Numbered tickets to be generated. Approach local caterers to do food – Papas?	? Complete ?	All Steve Mason All
15	Volunteer required for Publicity Officer for Holme Hill.	9 March	All
16	Investigate Evening Gig in Victoria Hall in June? and sponsorship.	?	Iain Watt
17	Ideas for Mission Statement once reply received from Scottish Executive. Mission Statement to be generated by Communications Group	2 March 8 April	All IW
18	Draft a letter to Colin Macintosh for the Chairman's signature seeking a loan from the Baillie Paterson Trust for say £5000?	Complete. Reply awaited.	David Totten
19	Publicity Officer to raise Briefing Note and list of future meetings. To be posted in : <ul style="list-style-type: none"> • Marshall MacCallum • City Notice Boards • Tesco • Library • Goodread (opposite Marshall MacCallum) 	Ongoing	Comms Group
20	Conduct a formal meeting of Holme Hill Ltd	Complete	JB
21	Coordinators required for: Treasurer – Steve Mason Application to trusts – Jim Bennett Ballots - Deirdre/ Paul Publicity/Media – Steve McGrail Job Descriptions – brief		JB

NEXT STEPS			
22	Open separate bank account	Complete	JB
23	Costs and commitment to be obtained from both Stirling Council and Electoral Reform Society.	8 April	DW
24	Produce cashflow plan	8 April	SM
25	Circulate a sample brief notes/record of decisions/Next steps for use by HH Subgroups to minute their meetings. Use these minutes please as a template	Complete	AEG

Distribution:

Those present
 Apologies
 All requested to forward to any others requiring a copy

A.E. Gould

25 March 2005