**DUNBLANE – LIKHUBULA PARTNERSHIP**

**A Scotland-Malawi Partnership - Scottish Charity Number SCO 38877**

 **Steering Committee Minutes - 24th August 2016**

**1) Present,** Stuart Brown(Chairperson), George Bond, Neil Kitching, Jean Rutherford, Janice Hepburn, Fiona Anderson, John Kilby, Christy Cunningham, Alba Escala, Laura Paton, Audrey Cooper, Catriona Glen, Kitty McKee.

 **Apologies:** Ann Hale, Anne McEwan, Ian Brown, Iain Smith, Ivor Butchart,

 The Committee extended a warm welcome to Janice Hepburn who would be taking over from Jean Rutherford as the Guild representative.

**2) Minutes** of the meeting held on 11th May 2016 were approved.

**3) Matters Arising:**

 George advised that he was still looking at the Data Protection requirements

**4) High School activities:**

Mr Mckay the new headteacher at Dunblane High School had been briefed on the Likhubula Partnership and was very supportive. To date however no teacher had been identified to take the lead on Likhubula activities. Fiona advised that she and Anne McEwan planned to visit Mr McKay soon to discuss the way ahead.

Following the meeting in July with Mr Mkina, the headteacher of Chambe secondary school, it was agreed that we should endeavor to re-establish good communication links between Chambe and DHS starting with a test email (via Fiona) to Mr Mkina.

DHS agreed with the proposal to use the funds collected for the Nursing Project to enable Mulanje Mission Hospital to provide nursing support for Nansato school. The next step was to obtain a costed proposal from Ruth Shakespeare to detail the support and funding options.

DHS advised that the next Likhubula Day was scheduled for 29th September with funds raised going towards Bursars support. Volunteers are invited to speak about Likhubula.

**Action:- Fiona and Anne to meet with Mr McKay to discuss Likhubula**

 **support.**

 **- Christy to draft email to Chambe and forward to Fiona for**

 **transmission to Mr Mkina**

 **- Fiona to obtain a costed proposal for nursing support from Ruth**

 **Shakespeare**

**5) Finance:**

Neil summarized the Budget position:

 - funds and income remained very healthy overall

 - funds were available to provide ongoing support for some 20-25 bursars

 - £2400 had been transferred to Likhubula to enable completion of the six houses plus £2500 as 70% of Bursary costs for 2016/17

**6) Emergency Support- Housing:**

George recapped on the latest developments with the Housing project including the intention to complete the work using local builders and not Philip Ngoliwar. The Likhubula Committee had obtained three quotes from local builders with approximately 8 week lead time rom start to finish.

Bearing in mind the local comments that they had not been sufficiently involved with the construction work to date, it was agreed to let the Likhubula Committee take sole responsibility to choose the most suitable contractor and to monitor the work with regular reports being made to Dunblane on progress.

Action would be taken with Philip Ngoliwar for return of the remaining monies (appoximately 200-300,000 Kwatchas) though it was noted that this may prove difficult to achieve.

**Action: George to follow-up return of monies from Philip Ngoliwar**

**7)Bursars:**

Stuart recapped on the recent agreement to enhance the support to Bursars. The following advice had been forwarded to Likhubula -

 - Bursar outfits to include rain capes, solar lamp and food parcel in January of each year

 - any child who lives in Likhubula (regardless of the primary school they attend) will be eligible for the Bursary scheme if they meet the selection criteria

- to expand the intake to a maximum of 10 new Bursars this year

* to include Milonga Secondary and Mulanje Boarding school in addition to Chambe. (Expansion to Chikwaza Boarding school will be considered in the future)
* to bear in mind that gender equality is very important to us in Scotland. If it will not be possible to select at least 2 girls this year to let the Dunblane Committee know.

It was noted that this did not necessarily mean additional Bursars for each subsequent year but rather that we would assess the success of this step and review future requirements and capabilities in due course.

The Committee discussed the issue of trying to get more girls selected for Bursaries. Fiona explained the discussions on this topic during the Likhubula visit and our request to the local committee who understood the concerns and undertook to address this during subsequent intakes of Bursars.

Mr Nyambalo had forwarded the latest term reports which were reviewed by the Committee – comments would be returned to Mr Nyambalo in due course.

The Committee discussed the latest position on Tertiary education noting that Gift and Christina will come to the end of their respective courses in the not so distant future but that new requests may be made by Bursars completing the end of secondary school. The value of Vocational Training was recognized and questions raised on the value of school certificates in helping to get vocational training. It was agreed that this aspect would be worth pursuing in more detail

Audrey agreed to take the lead on Bursar issues in place of Tom Smith. Janice offered to assist.

**Action: - Stuart and John to pursue the issue of Vocational Training**

 **- Audrey to take the lead on Bursar issues with Janice in support**

**8) 2016 Malawi Visit Recommendations:**

The Committee endorsed the recommendations in the Malawi Visit Report with the following caveats /actions

Recommendation 5 - exchange visit to Dunblane in 2017. To be discussed at the next meeting.

**Action: George to include on next meeting Agenda**

Recommendation 6 – new supply of Fertiliser in Sept. To be reviewed against available funding.

**Action: Stuart to review previous Fertiliser supply and costs**

Recommendation 7 – gift of £500 to provide approx. 250 Chickens. To be reviewed at next meeting

**Action: George to include on next meeting Agenda**

Recommendation 13 – provision of new medical facility in Likhubula. Advice on availability of medical practitioner to be sought from District Hospital

**Action: Fiona to seek advice from the District Hospital via Ruth Shakespeare**

**9) Updates:**

Mvano: Fiona reported on the assistance provided locally by Mvano using the money from the Guild.

Fistula Project – nothing new to report

**10) Publicity and Communications:**

Likhubula Service – it was still the intention to hold a Likhubula Service in the Cathedral in the near future

Update for Community and Sponsors – it was agreed that an update to the local community and our sponsors on our actions and achievements in Likhubula would be beneficial

**Actions: Stuart to follow-up on arrangements for Likhubula Service**

 **Stuart to prepare letter to sponsors and the local community on**

 **recent activities**

**11) Review of Core Tasks**

It was agreed to re-consider the need for this separate meeting.

**Action: George to follow-up requirement for Core Task Review meeting**

**12) AOB:**

Goats: John suggested that more thought should be given to following up on the Goat Project – he would propose some ideas to pursue.

Lead Responsibilities: George suggested it would be beneficial to nominate lead persons for each ‘topic’ as a means of ensuring clear actions and progress. He undertook to prepare some proposals.

**Actions: John to suggest follow-up on Goat Project**

 **George to prepare proposals on lead persons**

**13) Dates of Next Meetings:**

 5th October

 16th November

 11th Jan 2017

Note: Volunteers were invited for Chair of each meeting