**DUNBLANE – LIKHUBULA PARTNERSHIP**

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

**Steering Committee Minutes - 31ST October 2018**

1. **Attended by**: Fiona Anderson (Chair), George Bond (Minutes), Ann Hale, Janice Hepburn, Jenni Barr, Ivor Butchart, Neil Kitching, Ian Brown
2. **Apologies:** John Kilby, Stuart Brown, Iain Smith
3. **Minutes** of 22nd August 2018 were accepted.
4. **Matters Arising**. Included under relevant Agenda item
5. **2018 Likhubula Visit to Dunblane:**
* **Budget.** The Cttee welcomed the minimal net cost of the visit (under £250) thanks to specific fundraising and local grants.
* **Results/Lessons Learned.** The Cttee reflected on a very successful visit which did much to strengthen our Partnership with Likhubula, enhance our mutual understanding, gave the visitors a good insight into our way of life, and increase the ‘visibility’ of the Dunblane-Likhubula Partnership in the local community
* It was felt the home-stay arrangements worked well with 2/3 nights at each home.
* Support by the Responsible Safari Company in Malawi worked well to ensure smooth arrangement for passports, visas and travel arrangements in Malawi.
* Visits to Edinburgh including the SMP & Parliament and St Andrews well received
* Some more input to the school visits was suggested to ensure the visitors recognized/acknowledged the support to Likhubula.
* It was helpful to have a clear rule about providing gifts to the visitors.
* **Formal Reports**. George undertook to provide formal reports of the visit to the Cof S World Mission and the Scottish Society for the Propagation of Christian Knowledge required as part of the grant conditions.

It was hoped that the visitors would also prepare a report for us to provide their feedback on the visit.

The Cttee expressed its appreciation to Janice and Ann for writing ‘Thank -You’ letters to all those who had contributed to the success of the visit.

**Action: George to provide reports to the CofS and SSPCK**.

* **2019 visit to Likhubula**. The Cttee noted that the CofS World Mission had agreed to fund two visitors next year. The Cttee agreed to consider suitable arrangements at the next meeting.
1. **Finance**

Neil presented the latest Budget noting a current bank balance of £3540, regular income remaining steady at approx. £7000 per annum and a predicted balance of £1600 in a year’s time.

Fundraising opportunities were discussed including another Coffee Morning, Whisky Tasting event and seeking further regular Standing Order donations.

It was agreed to include an article in the next edition of ‘The Wire’ to seek further donations.

**Action: George undertook to write an article for ‘the Wire’**

1. **Bursars and Tertiary Education:**

Ian noted the good Term 3 results – all who had failed Term 2 had passed Term 3. The Cttee noted that Aubrey Telera had done especially well and that Lonjenzo Magombo had managed to pass his exams after repeating the last school session.

It was expected that the new Trophies (to best performing Boy and Girl each year) and Medals (to best performing Boy and Girl in each year for all terms) would be issued by the Likhubula Cttee. Ian would prepare a spreadsheet summarizing the latest results.

Photos of the new Bursars had been received and Ian will ask for pen-pictures of each.

Letters to all the Bursars had been sent back with the visitors and we awaited a response.

Ann proposed that a Sanitary Pack should be added to the school materiels given to girl Bursars. She would research cost required to support this. George noted that he still had to prepare a reply to Mrs McIntosh about the use of the Frances Dunbar bequest.

Funds had been transferred for Davie Mvula’s course which he had now started.

A reply was awaited from the Likhubula Cttee about their preferred priorities for support to more Bursars, Tertiary Education or Fertiliser

**Action:**

**Ian to prepare updated spreadsheet for Bursar results and to seek pen-pictures for the new Bursars.**

**Ann to research costs for additional sanitary packs.**

 **George to prepare reply to Mrs McIntosh**

1. **High School Activities**

The Likhubula run had taken place. It was assumed that DHS will continue to support four Bursars – Fiona undertook to speak to Mr Mckay to confirm their plans.

**Action: Fiona to speak to DHS to confirm future support for Likhubula**

1. **Mvano**

Following the return of our visitors to Malawi, Janice sent 2 letters to Rose KONALA of Mvano emphasising the very positive impression made on us by Ruth Simbota (Mvano member) and highlighting the usefulness of regular contact".

£100 was given from the Guild for maize, salt, soap to be distributed by Mvano to those in need. Janice will also lead discussion in the Guild on how to support Mvano further

 **10) Publicity & Communications**

* The Cttee expressed its thanks to Janice for her Newsletter articles and to Jenni for the Observer article about the visit.
* George undertook to prepare a draft report to Sponsors to update them on the recent activities of the Partnership

**Action: George to prepare report to Sponsors**

* Jenni offered to update the Likhubula boards in the Cathedral with details about the recent visit. Ivor undertook to research costs of new portable display boards

**Action: Jenni to update display boards; Ivor to cost out new boards**

1. **Summary of Trustee Decisions**

The Cttee endorsed the decisions taken at recent meetings to provide £2,500 to cover costs for Davie Mvula’s education and fertiliser provision

1. **Any Other Business**
* Fiona advised that our entry for the recent SMP competition had received a ‘Runner’s Up’ prize of a night’s stay as a Lake Malawi resort hotel. After discussion the Cttee agreed that the prize should be returned to the SMP for re-use.

**Action: Fiona to arrange return of prize to the SMP**

1. **Date of Next Meeting : Wed 5th December**