**DUNBLANE – LIKHUBULA PARTNERSHIP**

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

**Steering Committee Minutes - (6th Nov 2019)**

**Present:** Stuart Brown (Chair), Ann Hale (Minutes), Janice Hepburn, Fiona Anderson, Ivor Butchart, Ian Brown, James Forrest, Jenni Barr

**Apologies:** Neil Kitching, George Bond, Joshua Spencer

Minutes from meeting held on 25th Sept, approved.

**Matters Arising:**

* Janice has put a Partnership item in the Cathedral Newsletter.
* Fiona Anderson, Ian Brown and Jenni Barr attended the AGM of the Scotland Malawi Partnership. Congratulations to Fiona who has been elected to the Board of Directors.

**Finance:**

**Malawi current account;** monthly charge has increased to £5. While there are cheaper alternative banks available, a decision was taken to stay with this account. It is safe, has worked well and has trusted signatories.

We should send money in larger quantities to avoid hefty transaction charges.

Following a recent difficulty, it was agreed that a financial buffer of approx. £200 should be provided in the account.

**Action:** Send out money to cover bursar expenses for Term 2. Ask Committee to let us know when amount falls under £100.

**Fundraising:** Necessity to fundraise to meet current and future obligations.

Agreement on George’s 3 priorities :

* Funding to support 5 bursars for 4 years,
* Funding to support a student in tertiary education
* Funding to provide fertilizer for x years.

With development shelters as an extra if possible funding was available.

**Action:** George to go ahead with applications with bursars as the number one priority. Jenni and Stuart have offered assistance with drafting applications if requested.

Possible Whisky Tasting next year in the Braeport. Stuart and Ivor agreed to set it in motion and Colin Anderson has offered to host it. To be discussed further at next meeting.

**Bursars:**

Term3 results have recently been received.

**Action:** Ian B to collate and circulate a summary to committee.

**Tertiary:**

* **Lonjezo Magombo’s** application to Green Malata College. Costings have been received for his course in tailoring. It was agreed to support Lonjezo at Green Malata College to the approximate amount of £300.
* The budget does not allow for any further funding just now for tertiary but we are still considering future funding for **Steven Sikani** now that we have received more information and costings for his course. (1½ million Kwacha for the total course).
* **Actions: Aubrey** to be encouraged to continue to apply for teacher training opportunities.
* Respond to Steven’s request for support and find out when is the next possible starting date for his course.
* Check when **Davy Mvula’s** course finishes.

**Liaison with DHS:**

* Likhubula Day fundraising run cancelled because of weather. Now re-scheduled for 27th November. BB boys presented information to Assemblies.
* A link teacher has been appointed – **Gary Connery**, who already has links with the BB.
* BB classrooms at Pisani School have now been completed.

**Development Shelters and Solar Pumps:** To be discussed at next meeting.

**Mvano:**

* Information and photos were received from Mvano’s visit to Mulanje Blind School.
* Thanks were received from the girl bursars for the sanitary products.

**Publicity and Communication:**

* Fiona has set up a WhatsApp group for the Likhubula Partnership to be accessed and used by both committees. This will reduce airtime costs for sending information. (NB information to be forwarded to Janice)
* All short information and pictures to come now via What’sApp with no follow-up comments required.
* GDPR – non-responders names have been removed from mailing list.2 new table-top display boards have been purchased by Ivor and delivered; one to stay in the Cathedral and one mobile as required.
* **Action:** Ivor to be remunerated from fund.

**Trustee Decisions:**

* Stay with existing Malawian bank account.
* Provide a financial buffer of £200 in the Steering Committee Bank Account to allow for contingencies. Committee to notify us if this falls below £100.
* Send money to cover bursar expenses for Term 2
* Support one term of training in tailoring for Lonjezo Magombo at Green Malata College. £300 approx.
* Budget does not allow for any further tertiary expenses just now.

**Date of next meeting:** 8th Jan 2020