**DUNBLANE – LIKHUBULA PARTNERSHIP**

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

**Steering Committee Minutes - 12th August 2020**

**(Meeting held online via Zoom)**

**Attendees:** Jenni Barr (Chair), Ann Hale (Minutes), Fiona Anderson, Ivor Butchart, Neil Kitching, Ian Brown, Stuart Brown (for part of meeting)

**Apologies:** George Bond, Iain Smith

Minutes of 8th July 2020 accepted.

**Matters Arising**

**Fertilizer:** A request has come from the Likhubula Steering Committee for fertilizer for 100 beneficiaries. This is an increase from last year’s 90 beneficiaries. Agreement was reached to send £2,000 which is the estimated total cost of fertilizer and transport for delivery.

**COVID 19 Update:** The Steering Committee have sent estimated costs of PPE equipment for the Likhubula community. These comprise water buckets & stands, soap, face masks and sanitizer at an estimated cost of £1,800.

This was approved.

**Action:** A request to be made for more information regarding face masks – who wears them and how are they made - also more information would be welcome on how the community is handling the current COVID situation. (Jenni has now sent this request via email.)

**Finance and Budget:**

**Bursaries:** Still no clear information on when schools go back. Rumours that Primary 8 and Form 4 pupils will go back to school in early September so that they can write their final exams in November. Fees still have to be paid but we don’t yet know what amount we will have to send for bursaries. We are estimating £250 per pupil for 25 bursars = £6,250.

**2019 Accounts:** With the auditor. **Action:** Stuart to follow up in time for the AGM 23rd Aug.

Neil’s Partnership Accounts indicate that we can afford to fund the extra fertilizer and PPE.

**Fundraising:** Further information re COVID needs in Likhubula should be given to the Dunblane community to encourage donations.

(See Publicity and Communications below)

**Trustees Annual Report**- Approved.

**Tertiary Education:**

BB have agreed with the decision that Aubrey Telera will be the recipient of an award from the Jane McManus Teaching Scholarship. He will be funded for 4 years of teacher training. The course begins in October (COVID permitting).

It is noted that care is needed in committing to future funding for tertiary education. Two further applicants for funding are pending but not yet being considered.

Thanks to George for a useful template of past and current tertiary students. To be updated as we go along.

**Liaison with DHS:** Bursary money has still not been transferred. **Action:** Fiona to follow up with the Finance Officer at DHS.

**Mvano:** £100 to be transferred from the Guild to Mvano. Jenni will email the Committee to notify them of the forthcoming transfer. (This has now been done.)

**Publicity and Communication:**

Contacts with SMP: Jenni agreed to be the named link for the Partnership with the SMP.

We can promote our fundraising via the SMP Bulletin and website.

**Action:** Ian will set up a link on our website to Virgin Money for donating to Partnership projects. Ian requests that committee members send in news and updates on specific topics to be included on the website.

Jenni to email the Steering Committee itemising the individual funds that are being sent. (completed) Neil to take it forward and Fiona to approve.

Partnership to move ahead with a campaign to raise funds via SMP and the Dunblane community.

 **AOB:**

The Mamie Martin Fund have made contact with us and invited us to join a fundraising fun bike ride next Summer.

Compliance – Neil to include in the summary of accounts Trustee decisions of amounts transferred.

The Partnership AGM will be held at 7.30, prior to the normal meeting on 23rd Sept. OSCR allows AGMs to be help virtually under current circumstances.

**Date of next meeting**: Wed 23rd September.

**Trustee Decisions**

**Transfers:**

£2,000 for purchase and delivery of fertilizer.

£1800 for PPE equipment for COVID 19

£100 to Mvano from the Guild

Trustees Annual Report approved.

Funding agreed for Aubrey Telera from the Jane McManus Teaching Scholarship

Fundraising campaign to get underway via SMP and Dunblane community.