**DUNBLANE – LIKHUBULA PARTNERSHIP**

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

 **Steering Committee Minutes - 17th February 2021**

 **(Meeting held online via Zoom)**

1. **Attendees**: Stuart Brown (Chair), George Bond (Minutes), Ann Hale, Jenni Barr,

Fiona Anderson, Neil Kitching, Ian Brown, Ivor Butchart, Fraser Boyd.

The Chair extended a special welcome to Fraser Boyd

1. **Minutes** of 6th Jan 2020 were accepted.
2. **Partnerships:**
* **IWT-Thondwe Link**

Stuart proposed a draft ‘agenda’ for topics to discuss with Denis Robson based around establishing mutual benefit and goals:

 1- Awareness of the Partnership in his Scottish Community

 2- What does a "Partnership" Business plan look like? Is succession planning included in

 the plan ?

 3- Fundraising- what model is the team using to raise funds- is this active or passive.

 4- Dealing with "emergency " requests.

Fiona suggested that SMP Partnership Goals could also be included to help focus the discussions

Stuart proposed to limit the next meeting with Denis Robson to 3 or 4 cttee members to help focus the discussion and asked cttee members to indicate if they would like to take part.

**Action: All – to advise George if they wanted to be part of the next discussions**

 **Stuart – to contact IWT -Thondwe Link with proposed agenda.**

* **Bike2Malawi**

Jenni proposed that Moira Duckworth should join our next committee meeting for 10/15 minutes to discuss the Bike2Malawi project and the involvement of the Dunblane-Likhubula cttee.

**Action: Jenni to arrange for Moira to join our next cttee meeting at 7.45 pm**

1. **Covid-19 Update:**

Since the last meeting the committee had approved and sent out a further £1500 to purchase 3000 – these were now being made. It was agreed that priority for these should be given to children to ensure they were able to attend school – any surplus could be made available for local villagers. face masks.

**Action: Ian to advise Likhubula of our intention re facemask distribution .**

1. **Finance:**

A cheque for £900 had been received from DHS – Neil was asked to acknowledge receipt

**Action: Neil to write to DHS thanking them for the donation**

A total of £1513 had now been received via the Virgin Money Giving website, the majority of which had come from the BB – the committee expressed its deep appreciation to the BB for this effort. Jenni confirmed that  the Virgin Money appeal page, Scotland Malawi Partnership (who continue to publicise our appeal) and our Website have all been updated to reflect that we have now moved to Phase 2 Appeal.

Neil confirmed that £1500 had been sent to Likhubula for face masks and £3350 to cover Bursars costs for Term 1. Overall the accounts remained in a healthy position.

Neil had circulated a draft set of accounts for 2020 and asked for comments as soon as possible. Stuart advised the intention to use the same auditor again this year but noted that this would be the last year for this auditor.

**Action: All – to provide comments on the draft 2020 accounts**

The committee discussed the use of the Jane McManus Restricted Funds to cover the costs of the facemasks for Likhubula. It was agreed that as this requirement was in direct support of an educational need (to ensure children were able to attend school) then it would be acceptable to use these restricted funds for this purpose It was noted that this plus the Aubrey Telera tertiary sponsorship would utilize most of these restricted funds.

Jenni advised that Mr Nyambalo had made enquiries about identifying sponsors to provide financial support for the Saturday School for orphans - the support previously provided by Morrison’s Academy had stopped because of higher priorities. It was agreed that we were not in a position to assist with this request.

**Action: Jenni to advise Mr Nyambalo**

1. **Bursars:**

Likhubula had provided details and photos of the new Bursar selection - three would be going to Chambe, one to Mulanje and one to Gawani. This would result in a small saving (approx. £500) on the original Bursar estimates.

Planned Term dates for this year were Jan-Mar, Apr-Jun, July – Sept with the next school year starting in October. Dates may of course change depending on the Covid situation Malawi.

Details were still awaited on end of year exam results for Form 4.

**Action: Ian to distribute updated Bursars’ budget and post photos of the new Bursars on the website.**

1. **Tertiary Education & Support**

The committee agreed to ask Likhubula for the latest information on Davie Mvula, Isaac Limited and Gift Jubeck, and to confirm whether Aubrey Telera had started his tertiary studies.

**Action: Ian to ask the Likhubula cttee for an update**

1. **Mvano:**

No further news had been received on Mvano activities

1. **Publicity and Communications:**

Jenni was preparing an article about Covid in Malawi/Virgin Giving for the Easter issue of the Cathedral Magazine and for the Stirling Observer

1. **Safeguarding Policy:**

Standing item on agenda. No issues raised.

1. **Trustee Decisions**:
* Transfer of £1500 to Malawi for provision of face masks had been agreed by Trustees out of cttee
* Agreed to transfer of £1500 from Jane McManus Restricted Funds to general budget.
1. **AOB:**

The Committee noted with great sadness the death of Iain Smith earlier this month. Iain was a powerful driving force in the early years of the Dunblane-Likhubula Partnership and responsible in large measure for ensuring that the Partnership activities were established in an excellent fashion.

The Committee agreed that a Monday evening would be preferable for Partnership meetings in the future.

Jenni advised that she had arranged for letters and photos by Evelyn Gallo, missionary in Malawi in the 1940’s, previously gifted to us would be handed over to the Church of Scotland in due course

1. **Date of Next Meetings:** Mon 29th March – Fiona to chair

 Tues 11th May – Stuart to chair

 Mon 21st June