**Minutes of Dunblane Likhubula Partnership Committee Meeting – Wednesday 14 June 2023**

**Opening Prayer**

Often Nyambalo and Akimu Maula

**Welcome**

Pritchard Safari

**Aims**

1. Reflections on the Dunblane visit by Jenni Barr and Janine Mitchell.
2. Signing the Memorandum of Understanding

**Agenda**

1. Sign two copies of the Memorandum of Understanding – One to be held by Likhubula committee and another for Dunblane.
2. Transfer of funds to Likhubula Committee – MKW 250,000.00
3. Agree Actions following visit
4. Mvano Guild
5. Bursars
6. Tertiary Education
7. Fertilizer
8. Thanks, and Farewell
9. **Memorandum of Understanding**

Jenni Barr thanked Likhubula Committee Members, especially Akimu Maula, for a full and inclusive discussion of the MOU at Saturday’s Celebration event. Mr Maula stated the importance of including Bursars in this discussion and allowed all present at the event on Saturday to ask questions or raise issues during the reading of the MOU. The meeting agreed that the MOU was an important document for the future of the committee and that they were ready to sign. Jenni Barr signed on behalf of the Dunblane Committee and Mr Pritchard Safari (Chairman) signed on behalf of the Likhubula Committee.

Copies were exchanged to be held by each committee for further reference.

1. **Transfer of funds**

Funds of MKW 250,000.00 were handed by the Dunblane Committee to Akimu Maula to check. The committee counted and verified the funds received. Mr Pritchard Safari signed for receipt of the funds which there then handed to Louis Siyane for deposit in the Likhubula committee bank account.

1. **Actions**

Communication – The Dunblane Committee stressed that all requests for assistance and funds should go through the committee in an agreed format and not be directed to individual committee members. If committee members want to support individuals in Malawi they should leave the partnership before doing so. All support by committee members should flow through the partnership communication channels and banks.

Akimu Maula raised a point from Saturday’s meeting and celebrations: many of the bursars and community members believe that committee members are paid a stipend. He stressed to the bursars and community that all committee members apart from the Bursar’s monitor, Mr Nyambalo, are volunteers. This was received with surprise. He stressed that all funds raised by the committee are directed to committee projects, school fees and support in times of crisis and not to paying committee members.

WhatsApp – WhatsApp calls are useful and both committees should commit to regular communication. However, they should not be used for communicating requests for additional funding or projects. These requests should be made formally by the communications officer in writing (by email).

Moving ahead, a master list of past and current bursars will be created for use by both committees. This will allow committees to monitor the success of the programme and monitor progress beyond secondary education.

The MOU will allow both committees to plan for an entire year in terms of school fees, reports and progress monitoring.

Akimu Maula – The Partnership is moving from Analog to Digital

1. **Mvano**

Thanks to Mvano Guild for hosting Dunblane visitors on Wednesday. A letter has been received to take to members of the guild in Scotland.

1. **Bursars**

Dunblane committee will write an official letter to all bursar schools to stress the importance of providing timely reports to the Bursar Monitor. If funders do not receive these reports in time then schools will be informed that the DLP will use different schools in the future.

Mr Nyambalo stated that if schools are aware that delayed reports are detrimental to the DLP funding programme and that they are at risk of losing a paying scholar, they will be better at providing feedback on time.

Jenni Barr requested the Likhubula Committee to send an email with a list of all headteacher’s names and addresses so that official letters can be sent as soon as possible.

Committee suggested the creation of Bursar Ambassador posts. Current prospective applicants include Christina (teacher), Lonjezo (tailor), Isaac (electrician) and Davey (mechanic), all of whom have had success with DLP funded secondary and tertiary education. The past bursars who were present at the celebration event spoke encouragingly and enthusiastically about the positive effects of the funding programme in their own lives, the difference it had made to their families and the impact of their success on the Likhubula community. The Likhubula Committee have been left with the task of interviewing for these new roles.

Mr Nyambalo was asked to draw up criteria, interview and appoint a Deputy Bursar’s Monitor to assist him in his many and varied duties and to aid succession planning. It was acknowledged that Mr Nyambalo has a heavy workload and that an assistant will be of great benefit to him and the committee. He will list all of his current duties and provide this list to both committees. The question of the splitting of his fees if taking on an assistant was raised and left unresolved at present until the committee receive the list of duties from Mr Nyambalo.

1. **Tertiary**

It was a pleasure to see DLP bursars continuing on to tertiary education and completing these programmes successfully.

The committee visit to Green Malata was very encouraging and both committees agreed that shorter term tertiary programmes would be of great benefit to bursars and the community.

On speaking with past bursars, it was acknowledged that while the tertiary programmes were extremely beneficial, tools were the major contributing factor to a bursar’s ongoing success and ability to earn an income. For example: Kondwani’s laptop and Camera, Lonjezo’s sewing machine and Isaac’s toolbox and tools.

1. **Fertilizer**

The Dunblane committee heard about the absolute priority of fertilizer from chiefs, committee members and the community at large. This is currently the Likhubula community’s highest priority. Increase in prices means that money set aside by the DLP for fertilizer will not go as far.

DLP are trying to source new funders who may be interested in helping specifically with fertilizer

New ways of working with and extending fertilizer are being investigated. Green Malata are working on new farming methods and MMCT will be setting up test fields where they will demonstrate alternative methods of farming and fertilizing and introduce a variety of crops to extend the harvest season. This is a work in progress, and we hope to hear more from them soon.

1. **Thanks, and Farewell**

Pritchard Safari reflected on the visit and the meeting. He stated that the face-to-face visit had greatly strengthened the partnership.

Obvious Malichi (treasurer) thanked Jenni and Janine for their visit and the MOU which has given the partnership focus and priorities for moving ahead. He stated that the MOU would encourage bursars to remain committed and work hard.

Mr Nyambalo stated the visit had been of great benefit to the whole community

Stella Nganga thanked Jenni and Janine on behalf of the whole community for showing no discrimination in their visits and for making every part of the community feel equally important to Dunblane.

Ruth thanked Janine for speaking to so many of the community during her interviews and felt that the archive was going to be of great benefit to the partnership/

Jenni Barr thanked the committee for their hard work. She saw a great change from her last visit in the meeting with the chiefs. They were engaged with the DLP and with each other and this was a positive sign for the future of the committee.

Pritchard Safari thanked the committee and closed the meeting with a prayer.