proud member SCVO

Scottish Charity: SC052866

Friends of Strathaven Castle

Subject:	**Steering Group Meeting Minutes**		
Venue:	Annie's House		
Date:	16th April 2026	**Time:**	19:00
Present:	Jan Dawson - Chair (JD), Jeremy Osborne (JO) - Vice Chair, Ann Wildman (AW) - Treasurer,Andy Sandilands (AS), Bob Gibbons (BG), Janie Thomson (JT)		
Apologies:			
Issued by:	JO		
Circulation:	Attendees, Apologies		

Item	Subject	Action by	Due Date
1.0	**Apologies / Introductions**		
1.1	No apologies		
2.0	**Minutes of Previous Meeting**		
2.1	Previous meeting (dated 12th March 2026) reviewed and approved		
3.0	**Review of Actions to Date**		
3.1	The current Action Log was reviewed and updated. Refer to the action log for status.		
4.0	**Treasurers Report**		
4.1	AS reported that we had received further on-line donations and the invoice from Stripe. Our account stands at: Opening balance £261.40 Donations £10.00 Fees £1.47 Closing Balance £269.40		
4.2	Accounts (cashflow) completed and now to be audited. AS to arrange for this to be done	AS	
4.3	AW has checked with our bank and can confirm that we are allowed a maximum of £250,000 in our account. This tallies with OCSR rules.		
5.0	**Funding Applications**		
5.1	BG confirmed that application has been made to REF for the full amount (£500k) and that they advised that they were not submitting this for us but would submit a smaller amount. BG advised that he had discussed our requirements with REF and that they had reverted to our original application. We await further feedback.		
5.2	JO reported his previous conversations with Cheryl Williamson (CW) of SLC about the size of applications which would lead to Colin (of REF) thinking we were after a smaller amount. CW's recent application for a new SLC fund was discussed and it was agreed that BG would include CW in correspondence with REF. JO to provide BG with her email address Cheryl.Williamson@southlanarkshire.gov.uk	JO	

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5.3	BG requested the supporters' signatures in scanned form to support his applications. JO to provide. JO also to provide the previous project estimates from SLC (2017) and Armour (2024)	JO	
5.4	The potential funding source from the COOP was discussed. This is aimed at providing funds to support the Gala Day attendance. BG will make an application. It was agreed that; The displayboard would be sourced from GumTree. Agreed to obtain 2 tabletop display boards (BG to lead) A new pull up Banner would be sourced from Vistaprint (JT to lead) A Gazebo would be sourced from Tesco (?? to lead)	BG	
5.5	JD would visit the COOP to obtain her membership number to support the application	JD	
5.6	It was agreed that BG needs to have a meeting with CW to coordinate and agree funding sources and applications. JO to arrange	JO	
6.0	**Website Update**		
6.1	March meeting to be uploaded when recieved		
6.2	Various documents uploaded as provided		
6.3	Letters of support not yet uploaded. Agreed to wait until JO has met with Les Hogan and developed the overall approach to canvassing for community letters of support		
7.0	**SLC Interactions**		
7.1	FoSC had a meeting with John Fitgerald of SLC this afternoon. Refer to meeting notes from that meeting. There was a general discussion about the usefulness of the meeting and the guidance and advice shared by JF.		
8.0	**OSCR**		
6.1	AW requested the personal details of those trustees who had not yet provided them		
6.2	JO to forward his and Jan's digital signatures to AW	JO	
6.3	AW requires a short summary of the group's achievements between October 2024 and October 2025. JO to provide to AW	JO	
9.0	**Letters of Support**		
9.1	JO advised that he has arranged to meet Les Hogan on Monday 20th to talk about the draft letter of support and the approach to be taken to access the businesses and other organisations across the region.		
9.2	It was agreed that we should add some form of agreement to share information to each letter that is submitted. JO to ensure this is included in sample text used.	JO	
9.3	Agreed to ensure that Letter of Support is requested from MP/MSP/S&GCC as well as businesses, organisations and residents.	JO	
10.0	**AOCB**		
10.1	**Strathaven Gala (13th June 2026).** In addition to the purchases listed in 5.4 above the following was agreed:		

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	Tables would be sourced from within the group (JD, AW, BG all indicated they could provide)	JD/ AW/ BG	
	A projector and sheet will be provided by JO	JO	
	Whilst we will aim to purchase a gazebo, it was agreed that JD would add a request to our FB page "In search of a gazebo" and that (someone?) would approach Frazer Dodds (Scoutmaster/ Baldy Carpenter) and Mhairi Anderson (creative Strathaven) to see if the Scouts/ CS have one we could borrow.	??	
10.2	**Joint Filing System.**	AW/ JT	
	AW and JT to investigate options to create an on-line accessible filing system for the groups files.		
10.3	**Website on Search Results**	JT/ JD	
	BG asked if it was possible to find a way to elevate our website address higher up the search results when looking (on Google). He reports that S&GCC are the highest response to a search. JT offered to take a look at any possibilities.		
	JD to look at adding our website address to the groups FB profile		
10.4	**Publicity**	AS/ JO	
	AS suggested that Probus are looking for speakers. He will investigate options for JO to present to that group		
	JO to talk to Les about presenting to Round Table as well		
6.0	**Next Meetings**		
6.1	The date of the next FoSC committee meeting is May 14th 2026. Agreed to use Annie's house again.		