Registered Charity N No: SC029502
Company No: 343670

BOARD MEETING

Minutes of GFW Board Meeting Monday 12 January 2026
Meeting held at 6.30pm using Zoom Meeting App

Item	Minute	Action
1	**Present** H Merriman (Chair); R Melrose (Treasurer); R Warrilow; K Muirhead; MT Allison; N McPhee; and G Connolly. **In attendance** F Allison; Celine Donoghue (Senior Tutors); and D Higgins – Durnan *for recording purposes.* **Apologies** Apologies were received from E Malloy.	
2	**Minutes of the Meeting held on 04 November 2025** Members approved the minutes from the meeting held on 04 November 2025.	
3	**Matters Arising from the Meeting Held on 04 November 2025** • **Item 03 – Draft H&S Info circulated to the Board** MT Allison informed members that the draft was nearing finalisation. She referenced the recent email from the College regarding Martyn's Law. Members discussed the email from the College and the offer of a presentation as to arrangements put in place. The Chair requested the Administrator to liaise with the College representative to arrange. • **Item 04ii – Potential Fiddle Progression 4A class implemented in Term 3** F Allison confirmed that this had not progressed due to the holiday period. He agreed to discuss further with senior tutors. He also informed members of an agreed pre-class absolute beginners mandolin to support members at absolute beginners level. G Connolly informed members of feedback received in relation to an advanced mixed instrument class. Members discussed this at length. C Donoghue agreed to explore options with A Sutherland.	**DHD** **FA** **CD**

	Item 04ii – Explore savings account options for GFW R Melrose provided members with a verbal update on his findings in relation to a savings account with the current bank. Members discussed the options provided and authorised R Melrose, GFW Treasurer to proceed with arrangements of depositing £40k in a savings account with a 4% interest rate. • **Item 05 – Support for Companies House ID verification** R Melrose reminded members of the Companies House requirement for Directors to verify their identity and offered support to those still to complete the exercise.	**RM** **ALL**
4	**GFW** i. **Senior Tutors Update** F Allison provided a brief update on Celtic Connections workshops highlighting the importance of using the workshops as a recruitment exercise for GFW. He noted that it was to early to finalise arrangements for term 3, however, highlighted, that some tutors had already contacted him to confirm they would not be available for the full term. F Allison confirmed that he intended to inform tutors that the maximum number of classes that could be missed in a term without having to arrange a deputy tutor for the full term would be three class nights in a seven week term. This was to ensure continuity of the learning experience for members. Members discussed workshop sales and there was a brief discussion about a lack of GFW branding as to what was previously used. It was recognised that organisers were late in publishing workshop details. Members agreed to take cognisance of branding next year to improve sales. ii. **Finance Update** R Melrose spoke to the content of the report providing members with commentary on the graphs contained therein. He highlighted that GFW was approaching a full year since tutor rates of pay and membership fees were increased which will make it easier for comparing future financial years. He reported a surplus of £846 on last year, taking into account the pay and fee increases. R Melrose informed members of the work being undertaken by the Accountant in the preparation of annual accounts and was on track to meet the required OSCR and Companies House deadlines. iii. **Celtic Connections** Members discussed this item under Senior Tutor update. iv. **Central Station**	

	R Warrilow proposed two potential dates for a rescheduled Central Station Event. Members selected 25 April 2026 as this best suited the GFW calendar.	
5	**AOCB** **<u>College Email – Martyn's Law – The Terrorism (Protection of Premises) Bill</u>** Members discussed this item under matters arising. **<u>Celidh</u>** MT Allison proposed a Ceilidh event provisionally be held in March; Members agreed to the proposal. MT Allison agreed to progress arrangements and keep the Board informed accordingly. **<u>Amendments to Board Meeting Schedule and Chair Arrangements</u>** Members agreed the following changes to the Board Meeting schedule and Chairing arrangements: • K Muirhead to Chair the meeting scheduled for Tuesday 31 March 2026 in the absence of H Merriman; and • Meeting scheduled for Tuesday 26 May 2026 will be rescheduled to take place on Tuesday 19 May 2026.	**MTA**
6	**Date of Next Meeting** Tuesday 03 February 2026 6pm	