Registered Charity N No: SC029502
Company No: 343670

BOARD MEETING

Minutes of GFW Board Meeting Tuesday 03 February 2026
Meeting held at 6pm using Zoom Meeting App

Item	Minute	Action
1	**Present** H Merriman (Chair); R Melrose (Treasurer); J Glynn; MT Allison; K Muirhead; N McPhee; and K Fryer. **In attendance** D Higgins – Durnan *for recording purposes.* **Apologies** Apologies were received from E Malloy; F Miller; K Lane; R Warrilow; F Allison (Senior Tutor); and C Donoghue (Senior Tutor).	
2	**Minutes of the Meeting held on 12 January 2026** Members approved the minutes from the meeting held on 12 January 2026.	
3	**Guest Speaker: Morven Thomson, Cross College Support and Administration Manager (Glasgow Kelvin College) – Martyn's Law Presentation** M Thomson delivered a presentation to members on the arrangements made by the College in relation to the Terrorism (Protection of Premises) Act 2025, commonly known as Martyn's Law. She added that the presentation was being delivered to stakeholders who use College buildings. Following the presentation members had the opportunity to discuss and ask questions. M Thomson agreed to forward the presentation to the GFW Board and feedback on the points raised: • MS Form shared for GFW Board to register mobile devices; • Confirm if emergency telephones in corridors operate after 6pm; and • Confirm if emergency messaging on SMART Boards in classrooms will operate after 6pm if switched on. Members agreed to include this information in the H&S briefing MT Allison	

	has prepared for circulation to GFW Board and Tutors when finalised.	
4	**Matters Arising from the Meeting Held on 12 January 2026** • **Item 04 – Update Draft H&S Info circulated to the Board** MT Allison will update the briefing note with points discussed in relation to Martyn's Law, prior to circulation. • **Item 04 – Update Potential Fiddle Progression 4A class implemented in Term 3** MT Allison advised that a Senior Tutor meeting was scheduled to discuss classes for the upcoming term. • **Item 04 – Explore savings account options for GFW** R Melrose confirmed that this was still to be actioned due to Celtic Connections taking priority. He added that the savings account with the 4% rate was still available and he would progress. • **Item 04 – Update on Support for Companies House ID verification** R Melrose confirmed that this was still in progress with some members still to complete.	**MTA** **Senior Tutors** **RM** **ALL**
5	**GFW** i. **Senior Tutors Update** MT Allison spoke to this item advising members that a Senior Tutor planning meeting in advance of term 3 was scheduled. MT Allison informed members that A Shute would be unavailable for part of the term, however, arrangements had been made for class cover. MT Allison proposed a warm up event prior to term 3 commencing. Members noted that there was not enough time to arrange/publicise. ii. **Finance Update** R Melrose spoke to the content of the report. He informed members that financials were positive and highlighted that this was a full year since the tutor and membership fee increase offering a straight comparison on previous year. R Melrose confirmed current number of enrolments was 274 and noted that to maintain the current number of tutors for term 3, the number of enrolments must increase to 400. R Melrose informed members that work was concluding on end of year accounts and OSCR return.	
6	**AOCB** <u>Community Research Enquiry – Email correspondence</u> H Merriman summarised the email and members discussed the request. Members agreed to invite the student to the March Board meeting. <u>Guitar Classes T3</u>	**DHD**

	R Melrose informed members that a guitar tutor had indicated they wouldn't be returning for the upcoming term. He stated that MG currently taking ukulele would be moved to guitar and another tutor would be sought to cover their ukulele class. <u>International Fiddle Community - Free Music Event</u> MT Allison advised of a free music event ran by the International Fiddle Community. She would provide the details to the Administrator for sharing with the GFW membership. R Melrose added that NG had an additional Gathering Event in March and this would also be shared amongst the GFW membership. <u>Sexual Violence in the Scottish Traditional Music Scene</u> K Fryer drew members attention to recent research and noted that GFW Board membes should be considered. Members agreed. K Fryer agreed to review further and present findings at a future Board meeting.	**MT** **RM** **KF**
7	**Date of Next Meeting** Thursday 05 March at 6.30pm	