

Incorporation of Bakers of Glasgow
Meeting of the Master Court
To be held on Wednesday 7th June at 4.45pm
Within the South Gallery in the Trades Hall

MINUTE OF MEETING

- IN ATTENDANCE** Deacon Jamie Dobson, Ex Deacon Rose Mary Harley. Mr. Scott Anderson, Mrs Maureen Blacklaw and Katrina Tilston, House Assistant Clerk
- WELCOME** The Deacon welcomed all in attendance and thanked them for attending the meeting
- INTRODUCTIONS and** The Deacon introduced Maureen Blacklaw who is the Deacon's Master and Katrina Tilston who is the Assistant Clerk
- APOLOGIES** Ex Deacon Robert Robertson
Ex Convener Blair Agnew
Ex Deacon Sir Michael Bond
Ex Deacon Norman Fyfe
Collector Elizabeth Reidford
Late Deacon/Honorary Clerk Anita Brown
- DEATHS** Deacon Jamie Dobson referred to the death of Andrew Fraser
The members stood for a minutes silence
- MINUTE OF LAST MEETING** The minutes of the last meeting, held on 01 March 2017 were approved. These are available on the Bakers' page of the House website (www.tradeshouse.org.uk) under 'meeting papers'.
Assistant Clerk will update the minutes on the website to remove the 'Draft' watermark to make them final minutes.
- MATTERS ARISING** There were no matters arising that were not already covered by the agenda
Deacon Jamie Dobson confirmed that meeting agendas and minutes will be uploaded to the website. Ex Deacon Rose Mary Harley and Scott Anderson both asked if they can also continue to be emailed out to members. Deacon Jamie Dobson confirmed he is happy for this to continue
- DEACON'S REPORT** Since the last meeting, the Deacon has represented the Craft at the Choosing Dinners of the Incorporations of Coopers and Fleshers and the Box Opening of the Incorporation of Wrights. He has also attended the Presentation of Awards from the Commonwealth Fund.
- He is delighted to have represented the Craft at the annual Awards Dinner of the Association of Master Bakers. This was a most spectacular event and really showcased the quality and talent that abounds in Scotland in small bakers. He is extremely grateful to Scott Anderson, Trade Master, for facilitating this liaison.
- He was very pleased that our own Box Opening / Spring Social, the first for many years, was successfully run at the end of March. Ex Deacon Harley convened this event and will report later in the meeting.
- At this event, ex Deacon Robert Holmes-Henderson cleaned and put on display the Craft's artefacts. As well as providing a wonderful backdrop to the occasion, this has assuaged concerns about the artefacts being mislaid. The Deacon acknowledges with gratitude the effort put in by ex-Deacon Holmes-Henderson for this was echoed by the Master Court

The Deacon represented the Craft at the House meeting on 8th March and the subsequent Strategy Workshop. Unfortunately, he was prevented from attending the House meeting on 24th May (due to an unplanned operation). This has also prevented him visiting Preshal and the Ruchen Glen YES project, as well as the Trades House lecture.

The planned Networking Evening was cancelled, due to absence of interest on the part of the College. This was addressed later in the meeting

Deacon Jamie Dobson advised that he did attend the Craftex Awards Ceremony however was unable to attend the MOMA (which is now GMAA). Ex Deacon Rose Mary Harley confirmed that she attended the event and gave an update on the winner. There was a discussion regards the fact that there were no entries from Bakers at either this event or breads at the Craftex event which also recently took place

The House, to whom we contract out clerking services, has replaced Emma Jamieson with Katrina Tilston as Assistant Clerk. He would like to pay tribute to Lis Jones for the competent manner in which she undertook the Assistant Clerking function in the interim This was endorsed by the Master Court

HOUSE MATTERS

Two House Meetings have taken place since the last MC and Trade meeting. At the March meeting, the draft House Strategy was tabled for approval. There was some difficulty with a common understanding of the Trades House's fundamental purpose, so the Strategy was not ratified. A workshop took place to resolve this topic in April; a further meeting will be held towards the end of June.

Promoting the Late Deacon Conveners Portrait – request for funding from Craft members has been received in order to cover the costs of the portrait and possibly raise additional monies to further the restoration programme on historic pictures in the Trades Hall or any future commissions.

This was discussed during the review of the Action Grid. Deacon Jamie Dobson has looked into this and confirmed to the Master Court that it is not within charitable purposes of the incorporation to fund restoration of paintings or donate towards the Late Deacon Conveners portrait

MEMBERSHIP

- a. Membership records – there are currently 437 members with no pending applications.
- b. 4 new members have been admitted to the Craft.
- c. Communication
 - a. Facebook page. Scott Anderson advised that the Facebook page is now up and running. Deacon Jamie Dobson advised that there is some out of date information on the website dating back to 2014/2015 which will be deleted or brought up to date, and as such not required for uploading to the Facebook page. The Deacon will liaise with Katrina Tilston to look at website to bring up to date. Scott Anderson advised anything we need to promote we can do so on Facebook. Scott Anderson will liaise with Katrina Tilston with regards what to promote as he is not sure what the process is for this.
 - b. The Deacon has the electronic version of the Bakers history book, published in 1958, for re-publication as a Wikipedia article. The “draft article” has been established. There was no further update on this.

FINANCE

Investments As the Craft's Investment Manager, Late Deacon Anita Brown was not in attendance these

were briefly discussed, no changes since the last meeting. No issues raised on these from the Master Court

Budget

As the Collector was not in attendance, Deacon Jamie Dobson gave an update on the current performance against budget. The Choosing dinner made more money than we had expected but less donations than expected therefore has balanced out. Donation not yet made to Kinship care. It was agreed to await a clear steer that Kinship's way forward was resolved

Discussion was held regards the repairs required to the chain as link is broken. The cost to get the chain repaired is £190 + VAT. Deacon Jamie Dobson proposed that although the total of the repair cost including VAT is slightly greater than the policy excess, the repair should take place without making a claim. This was agreed.

Bakers' Awards

As noted above, the Deacon has been prevented from visiting Preshal and Ruchen Glen: he hopes to make these visits in June.

SOCIAL EVENTS

Spring Social Event.

Deacon Jamie Dobson would like to pass the Master Courts thanks to Ex Deacon Rose Mary Harley for arranging a very successful and enjoyable evening. Ex Deacon Robert Robertson gave a very interesting talk on the Science of Baking.

It was agreed that Ex Deacon Bruce Reidford will be giving the talk next year; however there is no date set as yet. Ex Deacon Rose Mary Harley will give a talk the following year.

House Midsummer Ball

24th June 2017

There is a need to promote this event. Katrina Tilston to send Scott details of the ball to put on Facebook page

Craftsmen's Dinner in London

14th September 2017

This is for all members of all crafts.

Deacon's Choosing Dinner

Wednesday 11th October 2017

SUCESSION PLANNING

The Deacon advised that we need names in place for the next meeting, which will be the Lammas meeting in August. We need 6 Trade Masters and 1 Deacons Master.

The Deacon confirmed to Scott Anderson that they only need to be members of the craft.

LOCATION OF ARTEFACTS

The artefacts were on display at the Box Opening. There is still an outstanding matter of formally reconciling what we have with what we should have. This must be undertaken before the Lammas Court (2 August)

DEACON'S CHAIN

A discussion was had regards procuring a replica chain for use out with the Trades Hall.

The Deacon has spoken to George McNeillie who has advised that he doesn't think this will be an expensive cost as it involves taking a mould of the chain and making a replica. Ex Deacon Rose Mary Harley confirmed that the college will do this for cost price. The Deacon

advised that he is waiting on a date from George to go and see him with the chain. The committee agreed that any replica chain needs to be of a high specification so that it can be worn at events out with the house. The Deacon advised that he will meet with George McNeillie and get a final cost for the replica and then a decision can then be made at Lammas Court meeting. Currently the chain has to be in the company of the Deacon at all times when outside the House, which creates significant difficulties Ex deacon Rose Mary Harley will chase up George for a date to meet with Deacon Jamie Dobson

AOCB

The Deacon advised that currently the Incorporation meeting dates not satisfactory as constrained by rules and bylaws and no longer work for us. Master Court meetings should happen 5 times a year including the Choosing meeting and should therefore take place in November, February, May and August. The Deacon gave full reasons for the moving of meetings. This will need to be put through and passed as a resolution at the Choosing Meeting.

The Deacon confirmed that we need the dates for the next years meetings, box openings etc.

Scott Anderson the committee what the purpose of Trade meetings are as he has had colleagues asking about them. The Deacon gave the background to why there are Trade and Master Court meetings; however both meeting follow the same agenda. For a Trade meeting to take place there has to be Quorum of 8 members and we have had not had this for some years. The Deacon advised that he is going to propose that Trade meetings, other than the AGM no longer take place. This will reduce admin workload. If any Trade members were to turn up at a Master Court meeting they would be welcome to observe the meeting. Scott Anderson has asked if we can leave as is for the time being as he is confident that he can drum up some support for the Trade Meetings and have a Quorum going forward. The Master Court agreed to this.

REVIEW OF ACTION GRID

The action grid was reviewed. Comments updated against each action and dated

DATE OF NEXT MEETING

2nd August 2017, at 1645. Lammas Court. South Gallery

Abstract of Decisions

1. The Deacon and Katrina Tilston to arrange a date to look at the information on the website to remove old data and bring up to date
2. Katrina Tilston to send Scott Anderson details of the Midsummer Ball to promote on the Facebook page and also information on GMAA
3. Ex Deacon Rose Mary Harley to liaise with George McNeillie for a date to meet with the Deacon regards procurement of a replica chain
4. Ex Deacon Rose Mary Harley to arrange the date for next year's Box Opening
5. Inventory of Artefacts to take place before Lammas meeting in August

Action Grid

Updated to 7th June 2017

Notes:

Action no: month/year/meeting type/sequence number of action placed that meeting.

Actionees named to avoid confusion when actions run over from year to year.

Updates to be dated.

Status. Actions to be shown as completed for one 'round' and then removed.

Action No	Subject	Actionee	Update	Status
3/12/14/MC/4	Bakers Membership records – once files are delivered to the office KT will update DOB	J Dobson / Assistant Clerk	11/16 Will be complete by end of June 2017 06/17 The Deacon will make a date with house support to get together and review	Ongoing
11/3/15/MC	Sporting Events – notice to be sent out with next mailshot with regards to future sporting events for craft members to join	Ex Deacon Harley	Deacons have been asked to generate interest within the crafts for the various sporting events. Ex Deacon Harley to co-ordinate Bowling for Bakers and Hon Clerk Anita Brown to co-ordinate Fishing. 06/17 The Committee discussed and as sporting events which have happened to date have been organised by the Deacon Convener they have agreed to complete this action	Completed
11/3/15/MC	Box Opening	Ex Deacon Harley	Date will be 31 March. The event will be re-branded as a Spring Social Event and will incorporate the signing of the Long Roll.	Completed
11/16/MC/2	Investigate publishing the 'book' on a Wikipedia page	Deacon Dobson	Pages are established it now needs to be populated, Deacon Jamie Dobson to report at next meeting in August	Ongoing
11/16/MC/3	Amend arrangements for Choosing Dinner to: 6pm for 6.30pm. DC's suite hosted by Hon Clerk. Saloon hosted by Deacon and Collector.	Assistant Clerk	Scheduled for the Lammas Meeting on 2 nd August 06/17 Ex Deacon Rose Mary Harley will be sending a preliminary letter to Craft members regards this	Ongoing
11/16/MC/4	Arrange actual date for the Networking Event. Interface between Incorporation and the industry	Scott Anderson	06/17 Master bakers dinner attended by Deacon Jamie Dobson was really good, but highlighted that we don't	Ongoing

Action No	Subject	Actionee	Update	Status
			<p>interface with the industry effectively at the moment.</p> <p>Ex Deacon Rose Mary Harley updated Scott Anderson on the background of previous networking events and the committee discussed why these have not been successful</p> <p>Scott Anderson will take this forward and Katrina Tilston will send Scott information on the application process for next year's GMAA (formerly MOMA)</p> <p>The Deacon also advised that the Incorporation of Bakers do have an apprentice category however we have none at the moment</p> <p>The committee agreed that it would be a useful piece of work to investigate further interfacing with the Incorporation and the Industry</p>	
11/16/MC/5	Search for artefacts	Deacon Dobson	Target date Lammas meeting	Ongoing
3/17/MC/1	Honorary Clerk to discuss Clerking Function with the Chief Executive	Anita Brown		Completed
3/17/MC/2	Replica Chain Acquire Quotations	Ex Deacon Harley /Deacon Jamie Dobson		Ongoing
3/17/MC/3	Restoration of Painting	Ex Deacon Bond	<p>06/17</p> <p>Not within charitable purposes of the incorporation which are to assist with education and poverty relief, to fund restoration of painting or donate towards the Late Deacon Conveners portrait</p>	Completed