

**Incorporation of Bakers of Glasgow**  
**Meeting of the Master Court**  
**To be held on Friday 22<sup>nd</sup> September at Noon**  
**Within the South Gallery in the Trades Hall**

**AGENDA**

- INTRODUCTIONS and APOLOGIES** Deacon Rose Mary Harley, Late Deacon Jamie Dobson, Collector Scott Anderson, Ex Deacons Anita Brown, Robert Robertson and Robert Holmes Henderson, Jason Ross, Maureen Blacklaw, Anne Dobson  
Katrina Tilston, assistant clerk
- Apologies were given in the AGM which preceded the Master Court meeting.
- DEATHS** These were mentioned and honoured in the AGM which preceded the Master Court meeting
- MINUTE OF LAST MEETING** Deacon Rose Mary Harley proposed the approval the minutes of the Lammas meeting, held on 01 August 2017. These are available on the Bakers' page of the House website ([www.tradeshouse.org.uk](http://www.tradeshouse.org.uk)) under 'meeting papers'. This was seconded by Scott Anderson
- MATTERS ARISING** None,
- HOUSE MATTERS** The House met on 20 September and Late Deacon Jamie Dobson updated the Master Court that there were no issues of significance that arose at the House meeting. There is a formal House meeting on 11<sup>th</sup> October where the Old House demits office and New House take office. Late Deacon Jamie Dobson advised that we are allowed 4 house members, and currently one of these is Collector-nominate Bruce Reidford. Therefore, as there are only 3 other spaces, it was decided that the Late Deacon would relinquish his place in House meetings this year
- MEMBERSHIP** Membership records – there are currently 437 members with 1 pending application.
- a. No new members have been admitted to the Craft.
  - b. Communication
    - a. Facebook page. Collector Scott Anderson, coordinator, updated the meeting on the use of the Facebook page. He advised that the page is now live and he will keep populating with up to date information. He has recommended that everyone shares the page and  
Deacon Rose Mary Harley acknowledged that while a lot of members may not be on Facebook , it will hopefully encourage more young people to interact with the Craft
    - b. The Late Deacon has arranged for the electronic version of the Bakers' history book, published in 1958, currently in floppy disc format to be transferred to CD format; it will then be re-published as a Wikipedia article. The "draft article" has been established.  
Late Deacon Jamie Dobson provided an update as he now has the CD copy. While he and Ex Deacon Robert Holmes Henderson had been searching the cupboards for Bakers' artefacts, they discovered some copies of the 1948 Craft handbook. Late Deacon Jamie Dobson invited all members to take a copy should they wish to do so. And confirmed these will be eventually online
    - c. Late Deacon Jamie Dobson updated the Master Court on the situation with the House Website. A proposal has been made to remove all the Craft pages that are currently on the website, and one page will then detail all the Crafts, with links to the Crafts' own websites. The Late Deacon explained that this is controversial as not all Crafts have their own websites.

## FINANCE AND INVESTMENTS

The Craft's Investment Manager, ex Deacon Anita Brown, presented her Report on the Incorporation of Bakers' Investments.

The Portfolio currently valued at £651,906 has produced an income of £15,271, equivalent to a yield of 2.34%

The Investment objective continues to be Capital Growth & Income, with a medium risk tolerance. There are no investment restrictions on the account.

The Collector and Late Deacon Jamie Dobson proposed the budget for the year 2017-18 and reported on the spend against budget to 31<sup>st</sup> August as detailed below:

Bakers Budget 2017/18  <b>Name</b>	Budget Figures		Actual Figures	
	<b>Debit</b>	<b>Credit</b>	<b>Debit</b>	<b>Credit</b>
Investment Income		12,000.00		3000.00
Entry money		200.00		
Donations & Gift Aid		2,500.00		
Dinner		4,600.00		
		<b>19,300.00</b>		<b>3,000.00</b>
Insurance	1,450.00		1045.00	
Admin	5,500.00		129.60	
Rent Trades Hall of Glasgow	2,805.00		687.51	
Postage and Telephone	125.00			
Audit Fee	1,140.00		-180.00	
Investment managers fee	700.00			
	<b>11,720.00</b>		<b>1,682.11</b>	
Available for chaitable purposes	<b>7,580.00</b>		<b>1,317.89</b>	
House Ctivities				
Social worker	700.00			
School Craft	200.00			
Citizenship	200.00			
Drapers	0.00			
Craftex	400.00			
GMAA	200.00			
Grants & Donations				
Bakers Prize Fund	250.00			
Preshal trust	1,000.00			
Freedom	1,000.00			
Kinship	2,000.00			
YES	1,000.00			
	<b>6,950.00</b>		<b>0.00</b>	
Surplus	<b>630.00</b>		<b>1,317.89</b>	

## SOCIAL EVENTS

### Deacon's Choosing Dinner

To be held 26<sup>th</sup> October. Deacon Rose Mary Harley advised that tenor Thomas Kinch, and Ex Deacon Bruce Reidford's granddaughter would perform. Professor John Curtice and Ken Smith of The Herald had been booked as the guest speakers. Tickets were priced at £50, reduced to £45 if 4 or more were bought together. The Deacon has encouraged as many people to attend as possible and to bring friends and family along.

### Worshipful Company of Bakers' Weekend (proposed)

26<sup>th</sup> – 28<sup>th</sup> October

Late Deacon Jamie Dobson is currently in the process of looking into this.

### Box Opening

30<sup>th</sup> March 2018 – date to be reviewed due to Easter. Katrina to look at possible dates available for an alternative; 14<sup>th</sup> April is a possibility.

### 007 Casino Royale comes to Trades House

2<sup>nd</sup> Dec - Deacon Rose Mary Harley would like this event to be supported by members of the Bakers. Tickets are £35.00. This promises to be a very enjoyable evening

## LOCATION OF ARTEFACTS

An audit of the Craft's artefacts has been carried out by the Late Deacon and ex Deacon Holmes Henderson. Five items of varying value cannot at present be accounted for; the Bakers Seal (grant of arms), 2 snuff boxes, the Deacon's dancing medal, and a silver box, valued at approx. £2,600, entrusted to the craft by a family.

In the event of the above items not turning up, we will have to claim on the insurance, Ex Deacon Robert Holmes Henderson advised that we should notify the insurance company now that the items are missing. Late Deacon Jamie Dobson will organise this

**DEACON'S  
CHAIN**

Deacon Harley gave an update on the progress of procuring a replica chain of suitable quality to be worn at all events outside the Hall. She is liaising with George McNeillie, City of Glasgow College, with regards a student completing this as a project.

**AOCB**

Late Deacon Jamie Dobson administered the oath of membership to Maureen Blacklaw as had missed the beginning of the AGM

**REVIEW OF  
ACTION GRID**

The Action Grid was reviewed and updated.

**DATE OF NEXT  
MEETING**

Wednesday 15<sup>th</sup> November, at 16.30pm

The dates of the subsequent meetings have been arranged for February and March. As these dates are changes to the Rules and Bye Laws, they are subject to approval at the Choosing Day Trade Meeting (AGM) and by the House.

On conclusion of the meeting, the following were asked to sign documents related to banking and investments:

Collector Scott Anderson

Late Deacon Jamie Dobson

Late Collector Elizabeth Reidford

Ex Deacon Anita Brown

Finance Officer Elisabeth Jones

As Late Collector Elizabeth Reidford was not present for the meeting, Katrina Tilston will arrange for the documents requiring her signature to be posted out to her to sign and return

Rose Mary Harley invited all in attendance to lunch and thanked everyone for their attendance.

## Action Grid

Updated to 3<sup>rd</sup> August 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
3/12/16/MC/4	Bakers Membership records – once files are delivered to the office KT will update DOB	J Dobson / Assistant Clerk	<p>11/16</p> <p>Will be complete by end of June 2017</p> <p>06/17</p> <p>The Deacon will make a date with House support to get together and review</p> <p>08/17</p> <p>This is still in progress however may need to be carried over to next year for it to be fully completed</p> <p>22/09/17</p> <p>This is still in progress</p>	Ongoing
11/16/MC/2	Investigate publishing the Bakers' book on a Wikipedia page	Deacon Dobson	<p>Pages are established, it now needs to be populated, Deacon Jamie Dobson to report at next meeting in August</p> <p>08/17</p> <p>This is still ongoing</p> <p>22/09/17</p> <p>This is still ongoing and Late Deacon Dobson provided an update during the Master Court meeting</p>	Ongoing
11/16/MC/4	Arrange actual date for the Networking Event. Interface between Incorporation and the industry	Scott Anderson	<p>06/17</p> <p>Master bakers dinner attended by Deacon Jamie Dobson was really good, but highlighted that we don't 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</p>	Ongoing

Action No	Subject	Actionee	Update	Status
			<p>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> <p>22/09/17</p> <p>This is still ongoing</p>	
11/16/MC/5	Search for artefacts	Deacon Dobson	<p>Target date Lammas meeting 08/17</p> <p>The Deacon and Ex Deacon Robert Holmes Henderson to arrange a date in September prior to the Choosing Meeting to undertake this</p> <p>22/09/17</p> <p>This is still ongoing.</p> <p>Late Deacon Jamie Dobson and Ex Deacon Robert Holmes Henderson conducted two searches on 01/09 and 19/09 to locate artefacts.</p> <p>Late Deacon Jamie Dobson will contact insurance company with the items that cannot be located</p>	Ongoing
3/17/MC/2	Replica Chain Acquire Quotations	Ex Deacon Harley /Deacon Jamie Dobson	<p>08/17</p> <p>Meeting to be arranged with George McNeillie to obtain price and take mould. Colleges currently on summer break</p> <p>22/09/17</p> <p>This is still ongoing, however Deacon Harley has again spoken to G McNeillie</p>	Ongoing
8/17/MC/1	Honorary Clerk to discuss	Anita	22/09/17	Completed

<b>Action No</b>	<b>Subject</b>	<b>Actionee</b>	<b>Update</b>	<b>Status</b>
	the costs of postage with the Trades House Office	Brown	Bulk of cost was sending out the Craftsman in the post. Late Deacon Jamie Dobson has recommended that in the future we email members the link to the online copy of The Craftsman, and advise if anyone would like a paper copy to contact the Assistant clerk who will arrange for a copy to be posted	