

## **Minutes of the meeting of SCEN Trustees**

Wednesday 30th January 2019, 1.00pm  
Chiene + Tait, 61 Dublin Street, Edinburgh, EH3 6NL

### **Attendance**

Simon Macaulay, Morag Anderson, Jeremy Chittleburgh, Jack Simpson, Colin Mitchell

### **Welcome**

Simon (SM) welcomed Rosemary (RM) as a Trustee and Colin (CM) as company secretary.

### **Apologies**

All Trustees were present.

### **Declaration of Potential Conflicts of Interest**

Jeremy (JC) reminded the meeting of the need for declaring conflict of interest. Chiene + Tait (of which JC is the Senior Partner) provides accountancy support at a discounted rate.

Morag and James Anderson are SCEN donors.

### **Minutes of Previous Meeting on 24 September 2018**

Subject to amendment (see Eden School Award in matters arising) the Minutes of the Previous Meeting were approved and signed by the Chair.

### **Matters Arising**

#### **Eden School Award**

This had been awarded to George Roberts for his work in promoting Chinese learning in Scotland. The amount was clarified as £3000 and would acknowledge work previously undertaken with grants to be awarded, with a maximum of £500, to support future work in schools.

#### **Shandong Scotland Education and Enterprise Partnership (SSEEP)**

Discussions are ongoing with colleagues from Shandong and David Valentine (a member of the Scottish Chamber of Commerce International Sub-Group). There is to be a visit from Shandong in the spring. **SM** to take forward.

### **Nanning**

A Memo of Understanding has been signed, clarification of this is being sought. **SM** is take forward.

## **Committee Reports**

### **Youth Committee**

RM reported that meetings had been held on 21/9 and 30/11. Membership had increased after the successful National Summit. Young people are more involved, discussion has taken place on the timing of meetings and a future Forum at Grangemouth High School. The next meeting will discuss the website and a calendar of events.

### **Chinese Teachers Club**

Lynnette Martin (LM) chairs this meeting. Jack Simpson (JS) is supporting this work.

The most recent meeting had been more interactive and attendees had found this useful. Next meeting 10/5/19.

### **Advisory Council**

The last meeting 7/12 had not been as well attended but this did not affect the quality of discussion.

There had been a presentation from "*Hatching Dragons*" which **SM** is taking forward.

## **SCEN Membership**

### **a. Initial Contact**

MA indicated that at the moment registration only requires an email. A new registration proforma was discussed. MA distributed a draft of a welcome letter, which new members would be sent once they have completed the registration process. This was approved.

### **b. Committees**

Advisory Council - JS and SM have discussed the list (removing latent members) Trustees were asked to check the list.

Chinese Teaching Club - JS and LM will merge their mailing lists.

Youth Committee - MA has provided a list which **RM** will check.

All committee lists to be checked and then subscribers will be updated.

### **Retirement of the President of SCEN**

SM had a meeting with Lord Wilson who, due to increased commitments in House of Lords, would be stepping down as President. Will attend one more Youth Summit.

**SM** to approach Judith McClure to ask if she would assume the position of President.

## **Youth Summit**

### **2018**

Perth summit had been very successful

The work done by MA for and during the summit was noted.

There were some concerns that of some participants had overrun their time allocation.

## **2019**

Date and venue were discussed.

**SM** to approach Heriot-Watt University with a view to a conference in early November.

### **Schedule of Upcoming Events**

#### **March Conference - Developing Mandarin: Regional Models**

The focus is to build on work already being done in schools and will be co-hosted with Ann Robertson (from East/Mid Lothian Councils).

A draft programme had been submitted with confirmed speakers. Abden House and South Hall being used.

Organised through Eventbrite.

### **SCEN Lecture 2019**

Discussion took place about the date, venue and possible speakers.

Agreed that **MA** should approach Linda Yeuh to speak at the Royal Society 30/5.

### **Discussion of Objectives for 2019**

The following objectives were discussed and agreed

Conference - March

Lecture - May

Youth Forum (Grangemouth) - June

Increase membership particularly young members.

Appointment of trustee - discuss at next meeting.

### **Part Time Admin Assistant**

It was noted that there is a significant amount of administrative work.

**SM** had met with an agency to discuss moving this forward.

**MA** circulated an analysis of work she had undertaken.

The role of the **AA** was discussed and it was agreed that **MA** would email the subscribers to see if someone from the network could be found.

### **Funding**

Short term funding is secure, longer term funding required for growth.

James Brodie (CBBC) has intimated he would assist by approaching businesses.

### **AOCB**

#### **Website**

Possible updates to the website were discussed.

Trustees minutes only minutes to appear on the website, trustees meetings would produce a redacted version.

### **Cross Party Group**

The parliament CPG on China has meetings 30/1, 27/3 and 29/5.  
CM is a joint secretary and will be responsible for coordinating speakers.  
It was agreed that the May meeting would have a SCEN focus and that SCEN would host a networking reception.

### **SCEN Info Contact**

SCAM email contacts had been removed.  
Coordinate SCEN emails

### **SCEN Flyer**

To be updated. **RM** and **MA** to take this forward.

### **Date of next Meeting**

16<sup>th</sup> May at 12:30pm at Chiene + Tait