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|  | **Gargunnock Community Trust Ltd.**  **A registered company in Scotland (SC285574)**  [**www.gargunnock.org**](http://www.gargunnock.org) |  |

**Directors/Trustees Meeting**

**Thursday 25 January 2024**

**held at Gargunnock Community Centre**

***Present:***

Gavin Fleming, Geoff Peart, John Steele, Nathan Anderton, Jill Patrick, Gill Bell, Steve Barnet, Crawford Gordon, Dan Williams.

Based on the previous agreement to rotate the Chair, Crawford Gordon chaired this meeting.

1. ***Apologies:***

Stuart Ogg, Mairi Jackson

1. ***Declarations of interest***

No declarations of interest were identified.

1. ***Presentation/discussion regarding conversion of Trust from Company Ltd by Guarantee to SCIO – Lee Stevenson, Sventerprise***

A lengthy presentation took place with lots of valuable information presented. Lee offered to support us further in the process and review our constitution if required. To be discussed further at our next meeting.

1. ***Appointment of office bearers***

* Chair – continue to rotate.
* Treasurer – Gavin Fleming

It was agreed that we need to share round the volume of paperwork/admin e.g. contractors, service providers - maintenance, broadband, insurance, water, fire etc.

**Action**: All to discuss further at next meeting

* Company Secretary – Gill Bell
* Administrative Secretary – Stuart Ogg

1. ***New Trustee/Director required – suggestions?*** Tom?
2. ***Minutes of Previous Meeting on 30 November 2023***

Minutes of the previous meeting held on Thursday 30 November 2023 (which was the AGM) were adopted as a true record of the meeting.

1. ***Matters arising and follow up actions:***

**Action:** GF/CG to follow up to consider alternative electricity contracts when appropriate.

Still outstanding

**Action:** Small subgroup to be set up to develop existing booking system to include ‘gentle’ reminders about users cleaning the centre after using it. GF/CG/DW/JP/Lee and Debbie.

Still outstanding

**Action:** SO to take forward ***Director’s Induction*** and ***New Residents Welcome Pack*** in due course. SO not present to comment

**Action:** Trustees to identify and speak to potential new Panel members and an administrator and SO to place note on Facebook page. Still looking

**Action:** CleaningofTelephone will await until shop refit/upgrade takes place (SB following up)

**Action:** SB has followed up flood markers with Stirling Council, with little response so escalating.

1. ***Company Secretary Report***

Douglas Johnston has now been removed from Companies House.

Paperwork received from Mike Buckley on the Defibrillator. Batteries from SAR. Hannah from Trossachs Search & Rescue to fit them.

1. ***Treasurers Report***

Cash Summary for month ending 31 December 2023 was shared by GF.

NA agreed to become the new signatory to replace Douglas.

1. ***Community Centre Report***

New Windfarm Fund application for the Community Centre Sinking Fund needs to be prepared and submitted to Windfarm Panel at its August 2024 meeting.

**Action**: Follow up at next meeting. Contact Jackie?

A clear-out of the rear cupboard of the building (old boiler room) is required.

**Action**: JP to give key to JS to consider as an option for bike storage.

Monitor and surge protection being looked at 5/6th Feb. And the flashing light is being repaired.

Comment of the Power on side of building? CG to look at.

A full list of the Community Centre duties to be broken down and discuss with all members of the Trust to share them round.

1. ***Windfarm Fund Panel*** 
   * Note decision to support application from Pond Group (agreed via email January 2024)
   * Windfarm application needed to cover Windfarm Administration costs.
   * New Windfarm Administrator needed. (Jackie willing to advise/guide new person)
   * Honorarium paid to Administrator – possible uplift within the 4% of total annual allocation from Renantis? Not discussed
   * New Youth member of Windfarm Panel is Neve Brodie who volunteered (taking over from her sister, Hope)

It was suggested could we reduce the requirement for email traffic and approvals from all Trust members. Some ideas raised, but no conclusion. Do we need full quorate for approval for every Windfarm Fund Panel application?

1. ***Projects Update:***

**Website**

DW, Carol MacGregor, David Millar and Mike Buckley met. A decision on domain names could save £100 per annum. Follow up meeting in March.

**Village Shop**

Shop status unknown, but propose that a member from the Trust be invited to the next meeting to hear the latest developments – DW?

**Cycle Project**

JS updated that funds had been received and 7 bikes had been ordered. Need to check storage area – old boiler room or consider a container. Gordon Webber has been a valuable support.

Insurance is suggested only for the e-bikes.

The scheme could go live within two months but does need support and help with promotion, and run.

**Path developments:**

* **Gargunnock to Stirling cycle path** – not getting support due to Active Travel Strategy at Stirling Council. Meeting with Tom Horner Tuesday 8th February
* **Paths Group** – meeting due.

**Action:** GP to arrange

* **Beeches** – any further actions required?

Question over ease of use for horse riders to open the gate but agreed it had been designed to be suitable for all path users.

1. ***Newsletter (Bugle)***

Nothing noted.

1. ***AOB***

* Recyke-a-bike at CC on Friday 2nd February
* Consider a bike rack for the CC.

**Action:** DW to ask Recyke-a-bike

* Consider extra defibrillators in the village possibly at:
  + McLaren Park (JS house)
  + Top of Main Street
  + Station Road

**Action:** GB to consider

1. **Dates of Trust meetings for 2024 (Proposed Chairs)**

14 March 2024 (Chair – Steve Barnet)

16 May 2024 (Chair – Mairi Jackson)

22 August 2024 (Chair – Geoff Peart)

17 October 2024 (Chair – John Steele)

5 December 2024 (AGM) (Chair - ?)