



Gargunnock Community Trust Ltd.

A registered company in Scotland (SC285574)
www.gargunnock.org

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SC036793

Directors Meeting Thursday 24 October 2019 – Draft Minutes

Present

Douglas Johnston, Jeremy Wilkinson, Edmond Mansion, Jill Patrick, David King, Barbara Linklater, Gavin Fleming, Stuart Ogg

Apologies

Gill Bell, Geoff Peart, Iain Gulland

1. Minutes of Previous Meeting

Minutes of the previous meetings held on Thursday 15 August July 2019 were approved.

2. Follow up actions / Matters Arising

All actions from previous meetings completed other than the following ones which are ongoing:

- ***Iain to write to thank Mrs Wilson for her donation.***
- ***Booking fees to be reviewed and options for promoting Centre to be developed including cost for optimising website searches.***
- ***Jeremy and Edmond to follow up work done on Dropbox files and will circulate details to all Trustees about how to access them.***
- ***Discussion to develop marketing of Community Centre, it was agreed this should be focused on the Bugle, posters around village, possible advert in Park Life, etc.***
- ***General GDPR statement to be prepared by Edmond.***
- ***Stuart to follow up contact re: works on Drop In Centre and Community Centre with Douglas and Gavin***
- ***Updates to MOU with Foundation Scotland in relation to Windfarm Funding and role of the Windfarm Fund Advisory Panel to be updated Geoff working on this.***
- ***Check to make sure Carol now includes 30 day payment notice on booking invoices.***
- ***Plumber required to ensure new dishwasher is connected, Douglas to follow up***
- ***Signage indicating presence of hearing loop to be sourced, Jeremy following up.***
- ***Geoff to discuss with Jackie Campbell re: Windfarm panel membership and Chair role.***
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3. Company Secretary Report

Jeremy noted that arrangements had been made for the Community Trust to be represented at the school Christmas Fair. There is no charge to the Trust. It is scheduled to take place at the Community

Centre on 24 November between 2.30 and 5.30pm. It was agreed that Jeremy, Dave, Gill, Edmond and Barbara would attend on behalf of the Trust. Jeremy agreed to set up and dismantle the stand.

The Trust considered a request from the school to use the Trust's 'raffle' licence. This was agreed.

Jeremy noted that he had received information from Scottish Woodlands regarding woodland planting plans around the Leckie Estate which will be passed to the Community Council for consideration.

The invoice for the sign at the Square had been received and paid.

No other official communications had been received since the previous meeting of the Community Trust.

4. Treasurers Report

Douglas explained the most recent set of accounts. He noted that this year's accounts were currently with the Examiner, the quarterly VAT had been completed and all VAT receipts had been reclaimed. He further noted that the Community Centre account was now at its lowest it has been for some time due to commitments.

He noted that some £6000 would be returned to the Windfarm Fund as he had been successful in gaining Awards for All funding for the sound system while a further £3000 would be returned to the Windfarm Fund as a result of savings from the project as a result of effective procurement and volunteer inputs.

Douglas explained that transfers between accounts would be achieved through issuing cheques.

There is a Charities VAT conference in Stirling on 6 November which Douglas will attend. will be preparing the accounts for the Examiner, noting that everything balanced last year.

Approval was given to the repainting of the Community Centre with Decor9 being given the contract. Douglas is in the process of agreeing a start date.

5. Community Centre Update

Caretaker role

This role still needs to be advertised. Job Description has been prepared but an advert still needs to be drafted and posted on the Website, Noticeboard and Facebook Page. Douglas and Jeremy are still fulfilling the role in the interim.

Action: Douglas agreed to draft the Caretaker advert.

It was noted that the Trust had received 6 invoices in just over 3 weeks from the electricity company. However, the underlying issues had now all been resolved with the continuation of a monthly payment of £150 agreed. Very recent email indicated that they owed the Trust £200.

Heating system issues now party dealt with as a result of having an on call contract. After a period of time the build-up of clinker had returned. Harry has suggested that the Trust should look at alternative heating systems for the Community Centre.

Action: Dave agreed to speak to Harry.

After discussion it was agreed that the Young Farmers would be able to use the Community Centre although this was on condition that the previous issues arising after the Gargunnock Show would not be repeated.

On behalf of the WRI, Ann Muirhead had suggested that it would be helpful to have a projector for use at the Community Centre. It was suggested that the WRI may wish to apply for funding for one which would also be linked to the sound system which also required a Bluetooth extender.

6. Windfarm Fund Advisory Panel

The Trust considered the Windfarm Fund Advisory Panel recommendations from its meeting on 21 October, the decisions were as follows:

- a. **Old People's Welfare** - Windfarm Fund Advisory Panel recommendation of £1000 - approved
- b. **Gargunnoch Community Council Defibrillator** - Windfarm Fund Advisory Panel recommendation of £1925.14 – approved
- c. **Community Council Noticeboard** – The Windfarm Fund Advisory Panel's recommendation to reject support for this project was noted. Due to the importance of communicating with all sections of the community, especially those who do not use the internet/social media together with the potential loss of investment from Stirling Council which has already been approved, the Trust has agreed to support the Community Council in finding alternative funding.
- d. **Stirling County Rugby under 15's trip for 2 young people from the village** - Windfarm Fund Advisory Panel recommendation of £500 was approved
- e. **Gargunnoch Community Trust: Resurfacing of entrance to Community Centre** - Deferred application due to lack of a quorum of those able to consider this application at the meeting of the Windfarm Advisory Panel.
- f. **Church Leaflet** - Windfarm Fund Advisory Panel recommendation of £242 was approved but the Trust rejected the Panel's suggestion as being inappropriate, that a contribution to the funding of this leaflet should be found from advertising.
- g. **Gargunnoch Community Trust: New Boiler Control System for Community Centre** - Deferred application due to lack of a quorum of those able to consider this application at the meeting of the Windfarm Advisory Panel.

Given the issues of the Panel not being quorate for deciding on some applications it was agreed that as part of the update of the governance documents for the Windfarm funding process some form of written agreement is in place to allow decisions to be taken in absentia. Further it was agreed that another appeal for more members should be made.

It was agreed that the final monitoring form for Windfarm Funded projects be clarified. It was noted that Geoff was looking at various aspects of the governance process so this would be picked up as part of that action. It was agreed that if possible the process should be as streamlined as possible.

In following up a previous action, Gavin noted that the Parent Council felt that the relationship with the Trust was very positive and there were no issues about making future applications to the Windfarm Fund.

7. Projects

Paths

Gargunnoch to Stirling route

Gavin noted that an inception meeting had been held with Sustrans to progress stage 2 of this project. This was being wholly funded by Sustrans at a cost of £68k. There would be a community engagement process as well as consultations with landowners as part of this next phase. This stage will involve more detailed technical design including an Environmental Impact Assessment of the path. It is likely that SWECO will be the technical consultants and Vyv Woodgee would be undertaking the landowner consultation process.

Gavin explained that Sustrans had supported the next phase of the project although further discussions were required to understand exactly the nature of the award set out in the letter and in particular what this will cover. They had not however had time to fully review the first phase study.

All being well Sustrans believe that the project could be completed by 2021/22. Total cost is anticipated to be around £2m with half that coming from them, the remaining will have to be found from other sources. These figures at this stage are speculative.

Charlie's Loan

Project postponed to be picked up a bit later.

Bite and Blether

This is going well with a further £500 generated for Trust Funds.

8. Bugle

Gavin explained that he was not required to provide proof reading support.

9. AOB

New Trustee

It was agreed that Mairi Jackson should be co-opted as a new trustee to fill the gap on the Trust. Her formal appointment will be considered at the next AGM at the same time as the other trustees.

Falck event

It was agreed that Jeremy would attend the next Falck event which is being held at the Dunblane Hydro. There is also a visit to the Fintry Windfarm as part of the event.

10. Date of Future Meetings

12 December 2019

Planned Windfarm Funding Panel Dates 2019

9 December 2019

Proposed Community Trust meetings for 2020

(Based on the previous arrangement of having a meeting every two months on the third Thursday in the month unless there are special circumstances).

20 February 2020

16 April 2020

4 June 2020 (Pre AGM meeting)

18 June 2020 AGM

25 June (Post AGM meeting)

20 August 2020

22 October 2020 (to avoid school holidays)

10 December 2020

Windfarm Fund Advisory Panel

(Assuming 3 or 4 panels per annum based on commitments against funds available and meetings being held on a Monday at least a week prior to the Trust Meeting (except October due to school holidays) where the Panel recommendations will be reviewed):

10 February 2020

6 April 2020

8 June 2020

5 October 2020

Bugle publication dates

(Based on publication pattern from previous years)

January 2020

April 2020

June 2020

September 2020

November 2020