

## Gargunock Community Trust Directors Meeting

Thursday 29 October 2015

### Present

Douglas Coupethwaite, Stuart Ogg, Douglas Johnston, Edmond Mansion, Elizabeth Mansion; Jackie Campbell, Geoff Peart, Marilyn Willet, Anne Dando,

### Apologies

Gilly Bruce, Mike Pizey, Jane Bain, Iain Gulland

Minutes of previous meeting - Approved.

### Actions from previous meetings

The previous actions were discussed and updated (See Actions table at end on minute).

Key changes:

- Douglas C had been in touch with the Community Council (completed)
- Jackie to arrange delivery of curtains by March 2016
- Old boiler still in situ (still ongoing)
- After discussion it was agreed to accept quote from Margaret, which was lower than the quotes previously obtained. The new arrangement would be for a trial period. (completed)

### Company Secretary Report

No Company secretary report.

### Finance Report

Douglas J presented the finance report highlighting a number of changes shown in red. (see below)

<b>Gargunock Community Trust Ltd Financial Report</b>		
<b>Financial Report 28 October 2015</b>		
<b>Main Account</b>		<b>Notes</b>
Opening balance 1 July 2015	£3,514	£370 Bite and blether incorrectly posted to this account
Income to date	£482	£20 Karen Anderson donation incorrectly posted
Expenditure to date	£791	Forever Fuels £1,049.32 should be paid from CC account
<b>Current Balance</b>	£3,205	After transfers actual balance should be <b>£3,884</b>
<b>Project Account</b>		Seem to have £200 more in this account?
Opening balance	£1,357	£370 Bite and Blether should be posted to this account
Income to date	£0	Actual balance should be <b>£10,990.68</b>
Expenditure to date	£0	
Current Balance	£1,357	

<b>Community Centre Account</b>		
Opening balance	£12,021	Forever fuels £1,049.32 should be paid from CC account
Income to date	£3,460	£20 Karen Anderson donation incorrectly posted
Expenditure to date	£3,461	Actual balance should be £10,990.68
Current balance	£12,020	
Other matters to note		
No record of payments from WRI £41.25, Impression Arts Dance class £187.50, and Zumba/Metafit £104		
Stirling Council agreed additional revenue grant £500		

It was agreed that the additional revenue grant from Stirling Council would be used to replace the outside lighting to make them more energy efficient and provide a safer environment.

Thanks were recorded to Douglas J for successful completion of grant applications.

It was agreed to hold two cheque books, one will be held by Douglas C and the other by Douglas J to ensure there is one available at all times. Signatures would be Douglas C, Douglas J, Mike and Jackie.

### **Community Centre Update**

It was noted that a meeting had been held with Steve, Douglas J, Douglas C, Anne and Jackie to discuss role of caretaker now that cleaning will be carried out commercially. Progress was being made towards an agreed position regarding roles. It was agreed that the standing order for current arrangements should be cancelled immediately.

### **Community Centre Garden and insurance**

It was noted that the Play Group equipment had been damaged and various follow up actions had been taken. After discussion it was agreed that Trust and Play Group Committee representatives would meet.

It was agreed that the Trust could not insure any equipment owned by other bodies which was left in the Centre or Garden.

Douglas C will contact Alison Younger to arrange meeting. Elizabeth and Jackie will attend meeting.

It was agreed that the garden should be available to all users of the Centre and the Community so any equipment owned by other groups needed to be made secure and/or well labelled.

### **Glebe Land**

Douglas C noted that the land certificate for the Glebe land had been received from the GVDIA's solicitor and this would be passed onto the Trust's solicitor.

At the appropriate time the Trust would consult with the community about the future use of the Glebe land.

### **John Bennett Bench (The Square)**

It was noted that the Caroline Lowther had agreed to purchase a replacement bench. After discussion it was agreed that the Trust would arrange for the bench to be made up and Douglas C would contact Caroline to see whether she would prefer the bench to be placed in the Community Centre garden as that may be more appropriate.

## **Windfarm Update**

Geoff noted that after the 6 communities had been through a day's mediation but no agreement had been reached. Gargunnoch, Kippen and Cambusbarron were in agreement but the other three communities could not agree.

As a consequence the final stage is to go to binding arbitration which will add costs to be taken from the income from the Earlsburn Windfarm extension.

Geoff will report back once the next stage has been concluded.

Geoff looking at how the scheme might be administered and will produce a discussion paper setting out options. It was agreed that the funds needed to be disbursed in a fair and open manner. HIE had published a document which would help in setting up a process.

As part of this process it was agreed that it would be helpful to see what projects had been identified through previous processes including the Community Plan and the more recent community surveys carried out by the Trust. These had all been community-wide processes.

Geoff agreed to collate all the existing reports/survey results.

## **Newsletter**

Next edition of the Bugle would be distributed in November.

## **AOB**

Douglas J had received an email from the Dunblane Pipe Band which would be placed on noticeboard

Douglas J noted he had been appointed as the Vice Chair of LEADER

Jackie noted that there were three Dropbox accounts for the Community Centre, Edmond agreed to have a look to see how these could be rationalised.

It was agreed that Douglas C would contact Anne Knox to review the 2014/15 accounts prior to the AGM.

Douglas J noted he had received a letter from OSCAR regarding the Community Centre Management Committee. He had written back to explain that this should go into suspension as it could be useful in the future for raising funds.

## **Date of Next Trust Meeting**

Thursday 18 February 2016 8.00pm at the Community Centre.

<b>ACTION LIST</b>			
<b>Date</b>	<b>Action</b>	<b>Responsibility</b>	<b>Status</b>
Dec 2014	Plan for Square – proposal to contact all residents with properties adjoining the square to explain that improvement of the square was one of the projects identified by the Community survey. A letter would be sent first and followed up by visits.  It was noted that the fountain was 'C' Listed so need to find out what Historic Scotland's view might be about possible improvement.	Jane and Edmond to follow up.	Ongoing
April 2015	Prepare list of contact numbers to be placed on Noticeboard in the Centre for users. (As a follow up to this action at the June 2015 meeting it was agreed that Douglas C would put his and Douglas J's names up as a substitute for Steve when he was away.)	Douglas C	
	Curtains for doctors room to be made. Jackie following up.	Jackie	Delivery end March 2016 agreed
June 2015	Douglas C to liaise with Steve re: scrapping old boiler	Douglas C	Ongoing
	Geoff agreed to develop some options re: distribution of funding from wind farm.  Douglas C will set up meeting with Community Council to discuss way forward.	Geoff  Douglas C	Ongoing  Completed
August 2015	Follow up actions from dilapidation report to be taken forward as per the report.	Douglas J and Douglas C	
	Updated quotes for commercial cleaning contract to be obtained	Jane and Elizabeth	Contractor approved at November 2015 meeting
	Further discussions to take place with Steve	Anne, Douglas C, Douglas J and Jackie	Completed
	Review letting documentation regarding cleaning after each let.	Jackie and Douglas J	
October 2015	Jackie to be added to signatories and a second cheque book to be held.	Douglas J	
	Standing order for current caretaking/cleaning arrangements to be cancelled.	Douglas J	
	Contact Alison Younger to arrange meeting regarding insurance for equipment on Trust property	Douglas C, Elizabeth and Jackie	
	Contact Caroline Lowther to see whether she would prefer the bench commemorating her father should be placed in the Community Centre garden as this might be more appropriate	Douglas C	
	Options paper setting out how Windfarm monies could be administered to be prepared	Geoff	
	Collate all the existing reports/survey results regarding strategic projects already identified in relation to Wind farm monies.	Geoff	
	Three Dropbox accounts to be rationalised.	Edmond	
	Contact Anne Knox to review 2014/15 accounts	Douglas C	