

Gargunnock Community Trust Directors Meeting
Thursday 11th February 2015

Present

Douglas Coupethwaite, Jackie Campbell, Marilyn Willet, Anne Dando, Stuart Ogg, Douglas Johnston, Jane Bain, Elizabeth Mansion

Apologies

Iain Gulland, Steve Willett, Geoff Peart, Gilly Bruce, Edmond Mansion

Minutes of previous meeting - Approved note Stuart Ogg had sent apologies.

Actions from 11th December 2014 meeting

Meeting between Community Council and Community Trust took place and was considered a worthwhile exercise and a good exchange of information.

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. Jane and Edmond to follow up.

It was noted that the fountain was 'C' Listed so need to find out what Historic Scotland's view might be about possible improvement.

Quarterly review against business plan to be taken forward.

Working group to consider caretaking and cleaning contract/arrangements – It was noted that the cleaning materials had been purchased.

Actions from 11 February 2015 Meeting

Jackie to review expenditure over the last 12 months and compare with income figure.

Douglas J will update the original 5 year business plan and produce a table to compare actual performance against the plan.

Douglas J and Douglas C would develop an appropriate narrative for the accounts regarding activities of the Trust over the past year.

Edmond to assimilate changes to Articles in a signal document.

Company Secretary Report

Nothing new to report, although some material is expected from OSCR.

Finance Report

Gilly had circulated the latest financial information as below. In reviewing the income generated over the past 12 months it looks as if the actuals are in line with the original business plan and almost double what it had been prior to the redevelopment, albeit VAT has to be paid.

Jackie will have a look at the expenditure over the same period to see the net position.

Douglas J will update the original 5 year business plan to reflect the actuals and produce a table to compare performance against the plan.

The meter reading which records the energy produced by the biomass boiler should be recorded monthly, this to enable an assessment of fuel consumption as more fuel now consumed following the link up of the heating to the Drop in centre. Douglas J has a reading from last March.

Gargunnock Community Trust Ltd	
Financial Report	
16/01/2015	

<u>Main Account</u>	
Opening Balance 01/07/2014	£6,267
Income to date	£2,987
Expenditure to date	<u>£3,529</u>
Current Balance	£5,726
<u>Project Account</u>	
Opening Balance 01/07/2014	£7,365
Income to date	£818
Expenditure to date	<u>£7,165</u>
Current Balance	£1,017
<u>Community Centre Account</u>	
Opening Balance 01/07/2014	£6,959
Income to date	£8,896
Expenditure to date	<u>£3,888</u>
Current Balance	£11,967

It was noted that Jane Marriot no longer required the workshop space so this would be re-advertised on website.

It was agreed to use the Project Account as the sinking fund to set aside monies for future contingency works on the Centre. This follows the discussion at the Trust meeting on 9 October 2014 when it was agreed that this fund should eventually be kept at around £10,000 and would be added to as and when funds allow. An initial contribution would be made once the final assessment of income and expenditure over the past 12 months had been completed.

Gilly had communicated that the final accounts had been received from Anne Knox. All looks fine and will be circulated.

It was noted that the accounts needed a report of the Trust's activities and Douglas J and Douglas C would develop an appropriate narrative.

Need to confirm that the updated Trust objectives had been communicated to OSCR. Edmond to assimilate changes in a document for submission based on the discussions at the 9 October 2014 Trust meeting.

Accounts required at end of March 2015. The same set to be submitted to OSCR and Companies House.

Community Centre Update

It was noted that the door in the Drop In Centre needed repaired/replaced. Estimated costs of door and frame £600. Check previous minutes regarding limit set for contracts which have to be subjected to quotes.

Step ladder needed replacement Douglas C to get estimates and liaise with Steve.

Issues with Fire Alarm panel are being followed up by Douglas C.

Windfarm Update

No changes to report since last Trust meeting. All 6 communities involved have agreed to mediation to resolve the issue about the percentages being applied to the distribution of the

funds between the communities. It was noted that Falk, the developers, may ultimately impose a solution.

Project Group Update

Stuart provided an update on the Carse of Stirling projects, noting that the pathway between Gargunnoch and the Cambusbarron Road had now been put on the back burner, the effort Gavin and others had put into the project so far was noted.

Newsletter

Jackie noted that an Undertaking company had agreed to place an advert in the Bugle for a year at a cost of £60/£70.

AOB

Anne explained the feedback she had received. She felt that users were generally happy with the Centre.

It was noted that a maintenance contract was required for the new boiler. DC to contact Grant to get a proposal for boiler maintenance which should also be sent to Graeme Thompson to see if he would quote.

It was agreed that Jackie should speak to Steve re: forms and also the best day to clean. Discussion also focused on how to manage the situation where parents and children were waiting for classes.

Douglas J to speak to Willie re: shredder.

Date of Next Trust Meeting - Thursday 2 April 2015 8.00pm at the Community Centre.