

**Gargunock Community Trust Directors Meeting
Thursday 5th June 2014**

Present

Douglas Coupethwaite, Jackie Campbell, Jane Bain, Elizabeth Mansion, Geoff Peart, Steve Willett
(for first 15 mins)

Apologies

Iain Gulland, Stuart Ogg, Marilyn Willet, Anne Dando, Mike Pizey, Douglas Johnston, Gilly Bruce,
Edmond Mansion,

Minutes of previous meeting - Approved

Outstanding Actions from 5th June 2014 meeting

- Agree date to discuss meeting structure between Management Committee and Trust
- Complete annual returns - Jane
- Memorandum and Articles to be forwarded to OSCR - Jane or Gilly
- Edmond to reformat Memorandum and Articles
- Mike to produce base/background information for appeal to recover costs associated with late accounts filing
- Up to date quote required for remaining curtain/blind work from Fiona - Eliz
- Patio update - Douglas C
- Review bookings calendar to make sure there is a small break between bookings when required - Steve
- Review circulation list for key codes - Steve
- Jane to order more blank bricks
- WWI Project - Jane and Jackie to work with school
- Booking system for Centre - Jane, Jackie and Steve

Minutes

Company Secretary Report

Annual returns due at end of the month, Jane will speak with Mike to see what was involved in previous years.

Edmond has placed Memorandum and Articles in drop box. Gilly and Jane to agree who forwards them to OSCR. Edmond to reformat them once they have been accepted by OSCR.

Gargunock Community Trust Ltd

Financial Report

04 June 2014

<u>Main Account</u>		Notes
Opening Balance 01/07/2013	£5,808	
Income to date	£3,527	
Expenditure to date	<u>£1,930</u>	
Current Balance	£7,406	
<u>Project Account</u>		
Opening Balance 01/07/2013	£33,108	
Income to date	£1,393	
Expenditure to date	<u>£27,137</u>	
Current Balance	£7,364	
<u>Community Centre Account</u>		
Opening Balance 01/07/2013	£3,916	No spreadsheets received
Income to date	£9,686	
Expenditure to date	<u>£8,478</u>	
Current Balance	£5,124	

Appeal needs to take place for late filing of accounts. Mike to produce base/background information.

Newsletter

Rensus have agreed to take out a years advertising from September 2014.

Community Centre Update

Discussion held around extension of heating system to Drop-in and the need for competitive quotes for all work carried out in the Community Centre.

Jackie informed Douglas J after this meeting that it was agreed that the Management meeting should be postponed due to lack of attendees. Agreed that some restructure of meetings probably needs to happen as there is duplication between Management and Trust meetings with mostly the same people in attendance.

Up to date quote required for remaining curtain/blind work from Fiona James, Eliz to action.

Further improvements to garden include extension to patio and a path.

Safety concerns highlighted when Centre has bookings one straight after another, recent example Rainbows leaving and Yoga starting one after the other in the same room. Car park is very busy, as is the garden room when parents are trying to collect children. This was not helped by Songsters arriving early for a photo shoot at the time Rainbows were leaving.

Jane to order more blank bricks.

Some initial work carried out to look at new booking system this needs to be actioned.

Feedback

- when Rainbows and Brownies relocated to the school when Songsters were having a dress rehearsal it was cheaper to rent the school than the Community Centre.
- Songsters left stage and chairs up in the main hall after their dress rehearsal which impacted both Playgroup and Dance Classes the following day, unfortunately there was no communication to either of these groups.
- Need to review circulation list for new key codes, after recent change some groups found it difficult to gain entry.
- Positive feedback on regular cutting of grass.

Windfarm update

Meeting took place on 2nd June, the developer has still not finalised the construction contract. This means that the completion date will slip back to mid 2016.

Broadband

After School Club managed to cancel BT contract and Gregor has set up new access point in the Drop-in.

Project Group Report

Gavin Fleming continuing to work with Cycle Path group and provided update for Bugle. Book placed in shop where everyone can comment on proposed new cycle route.

Trust were successful in securing £1500 from Community Grants Scheme from Council for WWI project, this means the Trust cannot apply for this grant for one year. Money has been transferred into the Trust account.

Date of Next Trust Meeting - Thursday 11th September 8.00pm at the Community Centre.