

Gargunock Community Trust Directors Meeting
Thursday 24th October 2013

Present

Douglas Coupethwaite, Jane Bain, Jackie Campbell, Edmond Mansion, Elizabeth Mansion, Anne Dando, Stuart Ogg, Steve Willett, Geoff Peart, Mike Pizey, Douglas Johnston, Gilly Bruce

Apologies

Iain Gulland, Marilyn Willet

Minutes of previous meeting

Approved

Matters Arising

It was noted that the handover of the Company Secretary role had not yet been expedited.

Company Secretary Report

No Company Secretary report

Finance Report

Financial Report

23 October 2013

<u>Main Account</u>		<u>Notes</u>
Opening Balance 01/07/2013	£6,169	1) £137.80 VAT repayment due
Income to date	£208	2)
Expenditure to date	<u>£248</u>	3)
Current Balance	£6,130	

<u>Project Account</u>		<u>Notes</u>
Opening Balance 01/07/2013	£33,108	1)
Income to date	£34	2)
Expenditure to date	<u>£8,310</u>	3)
Current Balance	£24,831	4)
		5)

<u>Community Centre Account</u>		<u>Notes</u>
Opening Balance 01/07/2013	£3,916	1)
Income to date	£3,660	2)
Expenditure to date	<u>£2,477</u>	3)

Current Balance

£5,099

4)

Other Matters of note

1)

The Finance report was presented. Approximately £16k of the £24k in the project account was for retention. In addition the contractor, Colorado, still had £1,200 retention on the boiler and it was agreed that this could be used to address some of the minor outstanding issues regarding the boiler as the existing supplier had gone into administration.

It was noted that Ann Knox the examiner had now sent the accounts templates for completion which Mike and Gilly would complete.

Action: Mike, Gilly and Douglas to complete templates for the examiner.

Newsletter

Next edition will be published at the end of November with a mid-November deadline for copy. Jackie explained that printing would now take a bit longer as the Council's printing department were now undertaking mail shots as well.

Community Centre update

From a general discussion the following points emerged:

- Bookings for the Centre were up and Mike would do a comparison with same period last year and against what was forecast in the business plan.
- New users had been attracted to the Centre
- Jackie emphasised the importance of being able to give potential hirers a price for using the Centre where their requirements did not match the standard rates as soon as possible. This would allow hirers to decide how much they needed to charge for entry fees etc. to cover their costs
- Hire prices were required for Garden room and it was agreed these would be the same as for the Blue room
- Issue of exclusive use of kitchen was discussed and it was agreed that the existing policy, which encouraged users to negotiate the use of the kitchen would continue to apply to avoid exclusivity
- It was agreed that Douglas C would get some additional quotes for sound baffles now that there was a small sum of money available. These had been identified as a high priority investment
- Jackie and Steve had discussed improved ways of taking and communicating bookings and proposed that a new e-mail account is set up which would allow more people to access it and help manage bookings. This would allow bookings to be kept up to date. A regular print out will be posted at the noticeboard at The Drop In Centre and on the one that will be erected in the Community Centre.
- It was also agreed that a more formal arrangement was needed to ensure there was cover when Steve was away. Douglas C and Douglas J were both willing to substitute for Steve as required but there was also a need to make sure that there was cover if all three were on holiday at the same time.

The Trust had been approached by the Dunblane Trust via Lesley Campbell from the STAR Group about giving advice on how we secured ownership of the Community Centre from Stirling Council. It was agreed that Douglas J would meet with Dunblane Trust representatives and explain the stages and process we went through.

Action:

Douglas J to meet with Dunblane Trust representatives

Next Tuesday a group from The Scottish Government had booked the Centre for an 'away day', as they were interested in seeing the investment that had been made in the Centre via LEADER.

It was noted that Jane Marriott had agreed to become the treasurer for the Community Centre Management Committee.

The Centre User's Forum was being held on Tuesday 29th October at 8.00pm. It was agreed that the responses from users, which had already been received, should be presented at the meeting if the individuals concerned were unable to attend. It was noted that generally the responses received so far had been very complimentary about the Centre. It was agreed that it was important to record the views of the users and then take these away to see how best the Trust and/or Management Committee should respond to them.

Douglas J indicated that a further £10k was required to complete all the outstanding works including the heating in the Drop In Centre.

Douglas C explained that he had attended the Funders Forum in Stirling and had found it useful, identifying a number of potential sources of funding. He agreed to follow up a contact with the Environment Trust to source potential funding for the garden area.

Action:

Douglas C to follow up Environment Trust contact

Windfarm update

Geoff and Douglas C reported back from the meeting between the community councils and the Earlsburn Windfarm developer. The purpose of the meeting was to discuss the community benefits anticipated from the extension to the existing windfarm. A further meeting is to be held in March 2014. Between now and then all the communities have been asked to submit views as to the criteria which could be used to disburse the community benefit funds. These funds could amount to around £112,500 per annum for a period of 25 years which would be split between the 6 communities based on the criteria to be agreed between the communities.

It was noted that responsibility for the distribution of the community benefits from the existing Earlsburn Windfarm between Denny, Cambusbarron and Carron Valley had been given to Foundation Scotland for a fee which represented 10% of the total.

The Windfarm is expected to be operational by Autumn 2015 when the community benefits would start to be paid.

The Community Council would discuss the issue at its next meeting.

Capacity Building Programme

Douglas J had completed the application for this programme and was now waiting to hear the outcome.

Cycleway update

No update

AGM

Agreed to defer until Spring 2014

AOB

Equipment lending

Following a request to borrow the lights for an external event it was confirmed that it was a condition of the grant that the equipment should not be taken outside the Centre so Steve would inform the enquirer.

TV licence

Several TV licence reminders had been received.

Action:

Douglas C to contact After School Club to see whether they wanted to take on the licence.

Broadband

Broadband account for Youth Group to be sent to Jane Hunter as the account was supposed to have been closed.

Action:

Broadband account to be sent to Jane Hunter

Project Group

Jane agreed to contact Jane Howie and Edmond to contact those that have expressed an interest in taking forward priority projects identified from the survey. It was agreed this group, including Trust Directors would meet at 8.00pm on 21st November at the Community Centre.

Actions:

Project Group to meet informally on 21st November at 8pm at Community Centre

Jane to Jane Howie

Edmond to invite other interested parties who responded to survey

Date of Next Trust Meeting

Thursday 5th December 8.00pm at the Community Centre.