

**Gargunock Community Trust special Directors Meeting
Thursday 10th January 2013**

Present

Douglas Coupethwaite, Edmond Mansion; Jane Bain, Douglas Johnston, Anne Dando, Steve Willett, Gilly Bruce, Elizabeth Mansion, John Craigen, Stuart Ogg, Geoff Peart, Jackie Campbell, Mike Pizey, Iain Gulland, Douglas Barr

Apologies

Marilyn Willet,

Purpose of Meeting

The purpose of this special meeting was to update the Trust Directors on the current financial position regarding grant support and the arrangements for the final phases of the Community Centre upgrade and refurbishment.

Funding position

DJ updated the Trust Board on the funding position for the Community Centre refurbishment project, as follows:

- Additional funding of £37k approved by LEADER which will allow works previously deleted from phase 2 to be reinstated
- Awards for All £8,890 for special flooring with 20 year lifespan providing an all-purpose surface.
- £3,800 from Creative Scotland Awards for All for lighting, sound system and staging.
- Although not confirmed there is a potential for a further £30k from Communities and Peoples fund which will allow phase 3 to be undertaken. Notification should be known in 2 weeks
- Iain G to follow up £1000 from Development Trust Scotland to help cover legal costs.

Action: DJ to provide confirmation letters to Mike

DC noted that the Trust's complaint regarding the long delays caused by the Council during the transfer of the Centre which meant significantly higher legal fees has not been rejected by the Council. The Trust will now put its case to the Ombudsman.

Burness, the Trust's lawyers have asked for a reference for another project. It was agreed that the Trust would be happy to provide a suitable reference.

Further discussion took place regarding cashflow, including draw down of LEADER funding and the transfer of £8,000 from the Trust Account to the Project Account. It was noted that this would leave around £10,000 in the main Trust account. This transfer was approved.

Centre users

The current situation regarding the bookings for the Centre was discussed at length following exchanges of views by some members of the community.

It was agreed that:

- A formal letting and pricing policy would be prepared by the Community Centre Management Committee which would include a clear explanation of

the various combinations of facilities that can be accommodated. This would also include a user guide which would include users' responsibilities.

- A formal protocol setting out how issues and disputes regarding lettings would be addressed between the Management Committee and the Trust which would be brought to the next formal Trust Board meeting. This might best be explained simply by a flow chart, Jackie offered to format one once it had been drafted.
- Elizabeth, Douglas J, Douglas C and Jane B would offer to meet those members of the community who had expressed concerns together with the individual who has in the past taken the let of the Community Centre for yoga.
- It was also agreed to look at how best to facilitate a user group to help feed into the future management of the Centre.

Actions:

Pricing and letting policy plus users guide to be drafted by Management Committee asap

Protocol to be drafted by Douglas J with input from others to be considered at next meeting

Elizabeth, Douglas J, Douglas C and Jane to offer to meet yoga representatives with the individual taking the let

The potential car parking issues which are likely to arise with the increased use of the Centre, following its refurbishment was noted with various solutions being put forward. It was agreed that this issue required further discussion and consultation with the transport authority.

Action: Car parking arrangements to be reviewed formally.

Flooring, paint and partition finishes were discussed and agreed subject to viewing samples.

It was noted that the Centre could be completed on 2nd February subject to delivery of the sound proof partitions.

Opening event

Various suggestions were discussed regarding an opening ceremony. It was agreed that all Members would bring their views and ideas to the next formal Trust board meeting at the end of January.

The Buy a brick initiative would be continued and further consideration to be given as to how these and the children's bricks would be incorporated in building.

Action: Opening ceremony ideas to be discussed at Trust meeting at end of January.

AOB

It was noted that there was already interest in one of the offices and it was agreed that Douglas J would review local rental levels and take forward discussions.

Jane to check oven and dishwasher details and supply. It was noted that the positioning of these had been marked on the wall for the contractors.

It was note that there had already been a booking for an event in April.

Next Meeting

31st January 2013 Venue to be confirmed either the Gargunock Inn or Ross Anderson room.