



**Directors/Trustees Meeting
Thursday 20 January 2022
held at Gargunnock Community Centre**

Present

Jill Patrick, Gavin Fleming, Stuart Ogg, Mari Jackson, Jon Park, Geoff Peart, Crawford Gordon, Douglas Johnston, Steve Barnet

Apologies

Gill Bell, Chris Blackstock

With no nominated Chair, Jon agreed to chair the meeting.

1. Declarations of interest

No declarations of interest

2. Minutes of Previous Meeting

Minutes of the previous meeting held on Thursday 9 December 2021 were adopted as a true record of the meeting.

3. Follow up actions (Ongoing actions)

All actions from previous meetings completed other than the following ones which are ongoing. Some actions have been updated following discussion at this meeting:

- a. Geoff updated the meeting regarding the Shelloch Windfarm proposals noting that Stirling Council had now approved the application.
- b. Jill had spoken to Dave and Christine Penman about accessing possible candidates from University to collate and edit the Bugle. Stirling does not have a journalism course but Napier University (where Christine works) does have journalism and media courses. Christine has offered to pass on details to the relevant department. Jon to provide a summary of what we are looking for. Other routes are also to be explored, including Forth Valley College.
- c. Geoff reported that following the unsuccessful bid for monies from the Scottish Government for the Beeches path he had contacted NatureScot. He intimated that the section of path between Stevenson Street and Drummond Place may have to be excluded from the proposals and dealt with in a different way when a new application is submitted. Other options for funding will also be explored.

- d. Geoff had gone back to the contact at the Council regarding the land adjacent to the Community Centre, however, he had only received a holding response.
- e. Douglas had contacted Murray Cook regarding Keir Hill. He is supportive of what the Trust proposes. Proposal to clear vegetation off top of hill but focus of Trust activity will be on interpreting the history of the site.
- f. Lottery licence to be renewed in December so names can then be changed

4. Roles and Responsibilities

Crawford was given more details about the Land Manager role from Douglas, leaving Chris to be updated at the next meeting regarding his role as the Community Centre manager.

Jill felt that she needed some help with the membership list and to follow up with communication to members. It was agreed that we needed to improve communication with members.

Action: Communication with members to be discussed at future meeting.

Jill/Steve to work on privacy policy statement/GDPR document. Steve agreed to use an existing document and update it to make it fit for purpose for the Trust.

Action: Steve to circulate a Privacy/GDPR document

5. Company Secretary's Report

In Gill's absence there was no Company Secretary's report.

6. Village Shop

Douglas explained the outcome of the recent meeting of the Shop sub group which took place on 17 January 2022. The group has asked the Trust if it would act as the nominated Community Body to register an interest in the shop. It was noted that in doing this it does not commit the Trust to any contractual obligation.

Further the sub group had asked Douglas to prepare a brief to employ an expert to investigate the business case and options. The brief was circulated at the meeting. It was expected that this piece of work might cost up to £6000. He intimated that the results from the village survey had been very positive.

The preferred option favoured by the sub group and Trust was still to find a commercial operator even though concerns about its viability had been expressed at the sub group meeting. The sub group and Trust had both rejected the option of running it on a voluntary basis. Contact had been made with Gartmore to find out more about how they were running their local shop.

Douglas noted possible sources of funding for purchasing and refurbishing community assets like the shop. The options open to the community and sources of funding will be explored in the expert report.

Given current circumstances the shop is unlikely to open for some time, however it is understood the pub may be planning to provide some type of facility with an opening in February.

Following discussion it was agreed that the Trust undertake to be the nominated Community Body (CB) for the purposes of registering an interest in the shop and on future funding applications such as Scottish Land Fund and the UK Community Ownership Fund.

7. Treasurers Report

Gavin explained the financial table which he circulated at the meeting. December's numbers had now been added. Key points:

- Outstanding invoices to be chased amounting to c £2,500 which would help meet the current deficit on the community centre account. Once these debts had been recovered the community centre would just about be 'washing its face'
- There had been little change in the Trust (main) account. Bugle advertiser debt to be followed up, Jon and Gavin to discuss.
- Windfarm account currently stands at £47,696. It was noted that Foundation Scotland had introduced a new endowment fund product which might be worth investigating. It was also noted the importance of getting additional funds committed, this would then allow this year's allocation to be drawn down.

Douglas and Gavin to meet bank again to set up standing orders etc. which should complete the full set up.

8. Community Centre

Following communication from Janette Wilson the Trust welcomed the offer of the bridge tables which were no longer required by the Bridge Club.

With regard to marketing of the community centre, it was agreed that Chris and Jon will discuss pulling together an advert for the next edition of the Bugle making people aware of what is available and the costs. There was also potential for renting out the Leckie lounge as another small office.

Action: A review of the office rents will be undertaken at the end of the current financial year in June 2022

Douglas explained the three projects to be carried forward at the community centre:

- a. LEDs for all lighting
- b. Link hot water to heating system to avoid using immersion heater
- c. Install solar panels after roof repairs have been carried out.

9. Windfarm Panel

Chair of Panel: It was noted that Alison Younger is willing to stay on as Chair of the Panel having served for 2 years. There was overwhelming support for Alison to remain as Chair of the Panel, recognising the progress that had been made since she took on the role.

Joint meeting between Trust and Windfarm Panel It was agreed that it would be useful to arrange a joint meeting to introduce the new Trust members to the Panel, to discuss the Paths strategy and plans for the community centre as well as other items of mutual interest.

Action: Stuart to inform Jackie and Alison of proposal to hold joint meeting week beginning 21 February 2022 preferred.

Dropbox capacity: Jon looking at how this can be addressed.

Action: Jon to follow up Dropbox with Jackie

GDPR: Steve to follow up by preparing a GDPR document

Action Jill and Steve to produce GDPR wording for letter that goes to successful applicants.

Letter to successful applicants: It was agreed that the Treasurer should be named on the letters to successful applicants.

Action: Stuart to inform Jackie.

Jon suggested that a one page should be attached to award letters to ask applicants to submit details of the project and one or two photographs once completed. These could be used to report back to Foundation Scotland.

10. Projects Update

Paths strategy has been updated, to be discussed with Windfarm panel.

Gargunnock to Stirling path. Field entrance design issue now resolved. Stage 2 almost complete just needs confirmation from Touch Estate. Once submitted this should lead to Stage 3 funding being released in April 2022.

Kings Highway: Further meeting of Development Group being set up by Kippen group to progress this project.

Douglas noted the future of LEADER funding. CLLD set up under the auspices of the Forth Valley Continuation Group. It will be taking a geographical rather than sectoral approach.

The Pond Group is now a sub group of the Trust unlike the Bee Group which is separately constituted.

11. Newsletter

Jon distributed a note setting out the various cost options for the Bugle and possible advertising rates as well as setting out options for future funding. In summary the Bugle currently operates at around £1200 deficit per year with about 50% of the cost being covered by advertising.

Options going forward include:

- reducing number of pages in each issue and moving from full-colour to mix of colour and black and white;
- increase advertising rates/revenue;
- possible application to the Windfarm Fund for ongoing funding and/or seeking funding from the Council.

It was felt that it would be difficult to increase advertising rates and that we were unlikely to be able to fill the funding gap entirely by advertising. Therefore we will look at reducing costs and a Windfarm fund application will be drawn up.

Actions:

Issue to be raised at joint meeting of Trust and Windfarm Panel.

Jon to try and reduce number of pages and possibly reduce number of colour pages in next issue.

Jon/Stuart to use Council contacts to check whether funding is available for local newsletters.

Jon to draft application for Windfarm funding

12. AOB

The length of time between Windfarm Panel meetings was noted and will be discussed at joint meeting. There was also a query regarding how additional costs incurred by projects which were being funded by the Windfarm fund.

The meeting closed at 9.10pm

13. Date of next Meeting

17 March 2022

14. Future Trust meeting dates

19 May 2022

16 June 2022 (AGM)

25 August 2022

27 October 2022

8 December 2022

15. Windfarm Fund Panel future meeting dates

Monday 7 March 2022

Monday 6 June 2022

Monday 3 October 2022