

Gargunnock Community Trust Ltd Directors Meeting

Thursday 17 May 2018 – Draft Minutes

Present

Douglas Johnston, David King, Jeremy Wilkinson, Elizabeth Mansion, Iain Gulland, Jackie Campbell, Edmond Mansion, Gavin Fleming,

Apologies

Mike Pizey, Lovat MacGregor, Stuart Ogg, Geoff Peart

Minutes of Previous Meeting

Minutes of Previous Meeting Thursday 22 March 2018 approved.

Follow up actions

Amendments to Memorandum and Articles of Association

Jeremy confirmed that all amendments are now complete and registered with Companies House.

Tree felling

Douglas asked for volunteers to meet at the Community Centre on Sunday 27 May at 11am to tidy up wood chips.

Wheelie bin

Wheelie bin issues unresolved

Pathways

Someone from Doune Ponds visited the Beeches path and spoke about wood edging filled in with stone and wind dust. Paths for All were also very helpful and spoke about a more sophisticated upgrade to Beeches path. Paths for all are going to create a specification for the Trust which we can share with Stirling Council. Unfortunately, it is still not clear who owns the Beeches path.

Jeremy and David have both been in conversation with different people/groups about local footpaths. It was agreed that it would be useful for the Trust if they could both keep these contacts to gain more knowledge.

Gavin updated the Trust after speaking with local farmers about a proposed new cycle/walkway from the village heading towards Stirling. Unfortunately, there were objections about progressing this from land owners.

Action: Sub-group in the Trust to be set-up of Jeremy, David, Gavin and Edmond to be responsible for pathways.

Action: Jeremy to speak with some of his contacts to see how they moved forward when there had been objections from land owners.

Action: Gavin to pass factsheet to Iain on Meiklewood Bridge.

Fountain in Square

Jeremy has spoken with households around the Square about upgrading the Fountain area. The area comprises of 2 plots of land both owned by Stirling Council, the conservation officer from Stirling Council is to visit the village and have a look. All households around the Square are in agreement that a tree should be removed.

Action: Jeremy to keep Trust updated on progress.

Trust Membership List

Edmond is responsible for maintaining a Trust membership list.

New/Projects for Windfarm funding

Negotiations Regarding the Memorandum of Understanding

Trust has submitted the signed Heads of Agreement to Stirling Council and now require to finalise the Memorandum of Understanding between the Trust and the Parent Council. So far there have been several drafts with various suggestions. To complete the task it is proposed that a sub-group of three Directors be appointed with delegated powers to complete the exercise.

It is also recommended that the Trust carries the cost of the insurance cover and that of registering the lease when it is concluded with the Council.

Action: Jeremy, Gavin and Douglas agreed to set up a sub-group to take this forward.

Sound system requirements survey has not progressed. Gargunnock Farmers Club have also put in a request for outdoor cordless speakers, Douglas has spoken with Stevie and Bobby, a survey needs to be arranged and regular users contacted for their feedback/requirements.

Action: Douglas to arrange survey, Carol knows someone who could help with the sound survey. Douglas and Jackie to work with Carol to contact regular users for feedback.

Gargunnock SWI Trip was approved by the Trust

Forth Valley Orienteers – Gargunnock Map. The Trust did not feel they had a good enough understanding of this funding application to approve at this time.

Action: Stuart and Geoff to update the Trust.

Geoff forwarded a draft annual report for Falck to Trust Directors. The Trust approved the Windfarm Annual Report.

Action: Iain to sign Windfarm Annual Report and forward to Rachel at Foundation Scotland with appropriate attachments.

Action: Geoff to keep note of administration hours spent on Windfarm actions so this can be added to the hours Carol is keeping a record of.

AGM Planning

Community Centre is booked on 19 June at 7:30pm for AGM, following people will have responsibility for these topics at the AGM. Rachel from Foundation Scotland will help facilitate the AGM.

- Welcome and Chair Report – Iain
- Company Secretary Report – Jeremy
- Treasurer Report – Douglas
- Windfarm Report – Geoff
- Glebe Land – Geoff and Rachel
- Other Village Projects – Rachel
- Project Prioritisation - Rachel

Action: Iain to provide note of AGM to Jackie to place in village noticeboard.

Action: Iain to provide Carol with an article advertising the AGM for the next Bugle, deadline for the Bugle is 25 May

Action: Douglas to provide Carol with an article for the Bugle updating the village on Glebe ground.

Action: Iain to provide Carol with a copy of the AGM agenda for the Bugle.

Action: Eliz and Jackie to organise cheese, wine and biscuits for the AGM.

Action: Edmond to email out all Trust Members inviting them to the AGM and include information on what data we hold on Trust Members and what we use it for.

Action: Jackie to provide Edmond with updated Trust membership form.

Community Centre Update

The woodwork on the Community Centre and Drop in Centre needs painting. Possible source of labour to be followed up. Paint will be purchased by Trust.

Action: Douglas agreed to follow up with Community Pay Back

Action: Jackie to source a microwave for the Centre.

Quote for erection of a wooden fence is being sought which would be similar to that around the garden as this would help tidy up this area and demarcate the boundary.

It was noted that as Jackie is stepping down another Director will be needed to liaise with Carol.

Issues with overpayment of Electricity bills are now sorted, we received a refund of £242 and are now paying £150 each month. A new electricity contract has been agreed for the next 2 years with a 3.1% increase which represents an increase of £55.

Action: Douglas and Jackie to work with Carol about contacting existing users about storage.

Newsletter Update

Andersons, Village Store and Mears are going to place adverts in the next Bugle. Carol will have some time to look at advertising in more depth over the summer. Carol has been put in contact with person at Stirling Council responsible for village newsletters. Grants are available from Stirling Council to help with village newsletters, Trust to liaise with Community Council on applying for a grant.

AOB

Request to locate Skip in Community Centre Car Park

The MacPhee Family, have requested permission to locate a skip in the Community Centre car park to enable them to clear to bottom part of their garden. The request was agreed subject to them letting the Trust know when the skip would arrive, how long it will be there and that they try to ensure that it is not for public use.

Action: Douglas to confirm timescale.

Action: Jackie and Jeremy to create a Trust documentation checklist.

Action: Minutes should clearly say Draft or Final and all documentation needs to say "Gargunock Community Trust Ltd"

Action: Douglas to send Jeremy architect drawings for OLZ.

Finance Update

Douglas provided an update on the current accounts.

Douglas noted that a new building survey was required as the last one is now 7 years old. The outcome will be used to update the business plan.

Insurance

Trust agreed to extend our current insurance to cover the two items below.

1. To cover Personal Accident Insurance covering employees, directors and volunteers. Range of cover varies per category:

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|----|-----------|--|
| A. | Employees | £25,000 for Death, Loss of Limb or loss of hearing |
| B. | Directors | £25,000 As above |
| C. | Volunteer | £5,000 As above |

Temporary Disability £100 per week for a maximum of 104 Weeks. Additional Premium **£15.02 pro rata cost for rest of year.**

2. Extension for all our current cover to a new structure valued at £22,000. Additional Premium **£50.00**

Date of Future Meetings

19 June AGM

23 August 2018

11 October 2018 (to miss School half term)

13 December 2018