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| *-* | ***Gargunnock Community*** ***Trust Ltd.******A registered company in Scotland (SC285574)***[***www.gargunnock.org***](http://www.gargunnock.org/) |  |

**Directors/Trustees Meeting**

**Thursday 16 May 2023**

***Present***

Jill Patrick, Gavin Fleming, Stuart Ogg, Geoff Peart, Steve Barnet, Gill Bell, Nathan Anderton, Dan Williams, Mari Jackson

***Apologies***

Douglas Johnston, Crawford Gordon, John Steele

Based on the previous agreement to rotate the Chair, Jill Patrick chaired this meeting.

1. ***Declarations of interest***

SO declared a potential conflict with the Beeches Path Improvement project.

1. ***Minutes of Previous Meeting***

Minutes of the previous meeting held on Thursday 16 March 2023 were adopted as a true record of the meeting having been circulated immediately after the meeting for comment.

1. ***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:

* SB and JP will continue to review GDPR statement. SB has now accessed other statements to see how these relate to GCT version.
* It was agreed that it was important to explain that any raffles organised by local groups should acknowledge the Trust having the lottery licence should they wish to be covered by it. MJ had confirmed she has spoken to the Parent Council about the licence.
* New electricity contract due in July.

**Action: GF to speak to CG regarding any action that might be required**

* Query as to whether the current defibrillators are suitable for use on children.

**Action: GB to follow up Trossachs Search and Rescue**

1. ***Company Secretary Report***

Accounts and Confirmation Statement submitted to Companies House.

Outstanding issue regarding Fire Certificate etc. for community centre etc.

**Action: CG to check with Lee. GB will follow up if required**.

All emails have been circulated.

Trossachs Search and Rescue have not responded to various emails regarding the defibrillators. Community Council would like Trust to take on responsibility for these. The Community Council has indicated that it owns the existing two defibrillators and has the deeds for the phone box. However, GP, based on his knowledge when he was on the community Council, understood that the GPO allowed the community to use the phone box after it was decommissioned. Electricity is supplied to the phone box independently of the shop. The Community Council were also looking for £150 from the Trust to pay for previous training which they had arranged.

**Action: GB to go back to Community Council to ask for the deeds to the phone box so these could be reviewed before taking any further action.**

1. ***Treasurers Report***

GF had circulated a written financial report prior to the meeting as he was unable to attend. It was noted that the recent financial figures suggested that we were moving towards a breakeven position which was positive.

1. ***Community Centre Report***

DJ had submitted a report on the current developments at the Community Centre noting that the solar panels will now be installed early June.

SB highlighted the poor condition of the gable wall. It was agreed that it would be worth checking the condition survey carried out 2/3 years ago to see if this issue had been identified then.

Feedback from the Flower Show suggested that there was an issue with multiple invoices being sent out for the same booking, no one was sure whether this was a Hallmaster issue or not. There were also issues with users not leaving the kitchen clean, partitions not being opened when they should have been and notice in kitchen was out of date as it still has Harry Burt’s name on it. It was agreed that more monitoring was required.

It was also suggested that when bookings are made those making the booking should automatically receive the code setting out their responsibilities to emphasise these points.

**Action: JP and CG to meet with Lee/Debbie to see how things could be improved. DW offered to help any software developments needed to facilitate a more efficient system.**

1. **Windfarm Fund Panel applications**

The Trust considered all the recommendations from the recent Windfarm Panel meeting and endorsed the recommendations and noted the Panel’s comments.

**GWF 7-23 Gargunnock Trust update to Beeches Path £6,500**: The Panel approved the application in full and recognised that if unsuccessful with Clackmannanshire & Stirling Environment Trust grant that some additional funds may be requested from Windfarm monies.

**GWF 12-23 Improvements to Drop-In Centre £600**: The Panel did not approve this application. The Panel felt that a more structured feasibility process, exploring a range of potential options and some cost/benefit analysis would strengthen the progress of the project at this stage. It would also be good to set out what was currently done in terms of marketing and advertising of the property as is, and what testing had been done with the commercial rental market.

**GWF 8-23 Chat, Craft Create Class £250** The Panel approved this application for 6 months hall rental as long as it does not exceed £250.

**GWF 9-23 Gargunnock Burn hedge cutting £100** The Panel did not approve this application.

**GWF 11-23 Replacing Play Equipment at Park Sandpit £500** The Panel approved the application in full

**GWF 13-23 Gargunnock Gala 2023 £1000** The Panel approved£922.40 based on the quotes provided.

**Windfarm panel follow up**

The Trust discussed the Panel’s decision regarding the Drop In Centre and MJ agreed to look at developing a community survey as a starting point to gather views and ideas. The recent Windfarm Panel young person’s survey may offer some input.

**Action: MJ to develop some form of community survey to elicit views/ideas regarding the Drop In Centre.**

Membership of the Windfarm Panel was discussed as Alison will be vacating the Chair at the end of the year; it was noted that action is being taken to find a suitable replacement. Mike Fitches has said he will be leaving the Panel so another community member will be required. GB noted that there had been a person who had come forward during the previous recruitment exercise so it might be worth approaching them to see if they are still interested. Additionally, Hope will be going off to university so another youth member will be required.

**Action: SO to follow up with Alison Younger.**

NA suggested that there might be ways of streamlining the Windfarm Panel processes. These need to be discussed with Alison. Any changes would require the approval of Foundation Scotland.

1. ***Projects Update***

**Bite and Blether**

JP indicated that the next Bite and Blether will be on 7 June. DJ and Jane have offered to help set up the tables and chairs.

**Village Shop**

DJ had sent out a note prior to the meeting providing an update. Grants for the first stage of the work have been approved by both the Gargunnock Estate Trust (£5,000) and The Scottish Land Fund (£5,271). The Trust wished to thank the Gargunnock Estate Trust for its generous donation.

The funding Round for the UK Community Ownership Fund has been re-opened with a closing date of 12th July which we will be aiming for. We are currently waiting for the Engineers Report (expected this week). The Architects have been instructed to move to the next stage, detailed design so that we can establish detailed costs for our applications to both funds.

The new Valuation and asbestos survey are to be instructed, week beginning 15th May.

 **Gargunnock to Stirling path**

GP explained that there had been no progress regarding the Council. The scheduled meeting did not take place. So far there had been no responses from to the Council’s letters sent to land owners so a ‘chaser’ letter has been sent out. There had been no information from the District Valuer either. A rescheduled meeting is due to go ahead on 22 May when the District Valuer’s report should be available.

The Council has now taken over all negotiations as they will be ultimately responsible for the path’s upkeep. It may be appropriate for the Trust to contact the two estates informally as relations with them at an earlier stage in the process had been reasonably open as this may help move things forward.

**Beeches Path**

SO explained that the application to the Ian Findlay Path Fund had been successful and the one to the Windfarm Fund had also been approved. However, the one to the National Lottery Awards for All had been turned down so another application had been prepared and submitted to the Clackmannanshire and Stirling Environment Trust. Should the latter be unsuccessful then the project budget will be adjusted and a further application will be made to the Windfarm Panel.

SO explained he had been in touch with the contractor and they can start within a couple of weeks of the contract being issued. The Windfarm Panel did discuss the communication plan which will go alongside the Beeches improvement project and this will require the other trustees to assist with this.

**Hill Path**

GP indicated that he would arrange another Paths Group meeting in the next few weeks to discuss all paths related projects.

**Action: GP o set up Paths Group meeting**

**Pond and Glebe Park**

A scrape has now been made with the help of Ian Watts.

**Pump track**

JS was unable to attend so no update was available.

1. ***Newsletter***

MJ reported that all going well. Shona, Louise’s mother, proof reads the text so MJ has not had to do this. The next edition expected soon.

1. ***AOB***

**Clubs and Activities Day**

NA, DW and SO had met and developed a possible list of organisations who could be invited plus outline criteria to help explain who would be eligible to be represented.

NA passed round a list of the organisations/clubs which we were already aware of and this was updated at the meeting.

**Actions:**

**NA/DW to speak to contacts to see which organisations/clubs might be interested in attending this type of event.**

**SO will investigate sources of funding for the event.**

**Welcome Pack**

SO noted he had been contacted by the Church Welcome Group who were interested in the idea of a Welcome Pack for new residents to the village. However, they did not have the capacity to develop one and wondered whether this was something the Trust could do.

While it was acknowledged that this was something that would be useful especially after seeing the one produced by Cambusbarron, everyone is currently very busy on other projects. Having said that there was overwhelming support for the idea.

**Action: SO will look at starting to pull something together later in the year after the Beeches Path project has been completed as it could tie in with the clubs and activities day.**

**Major international cycling event.**

SB and GP will attend the scheduled event taking place at the community centre on 30 May to find out more about the plans for the events which are scheduled to come through Gargunnock.

The meeting closed at 9.15pm

1. ***Date of next meeting***

Thursday 24 August – (Chair – Steve Barnet)

1. ***Future Trust meeting dates***

Thursday 26 October – (Chair – Gavin Fleming)

Thursday 7 December – (Chair – Crawford Gordon)