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Gargunnock Community Trust

www.gargunnock.org

Registered as a Scottish Charitable Incorporated Organisation (SCIO) on 14 August 2024

OSCR Scottish Charity Regulator www.oscr.org.uk Registered Charity SC036793

Trustees Meeting
Thursday 30 January 2025 @ 7.30pm
held at Gargunnock Community Centre

1. Present:

Trustees: Gavin Fleming, Jill Patrick, Gill Bell, Crawford Gordon, Stuart Ogg, Geoff Peart, John Steele, Nathan Anderton

Nathan Anderton Chaired the meeting

2. Apologies: Steve Barnet, Mairi Jackson

Other attendees: Tom Jamieson (Community Council) Mike Buckley (Community Council), Jackie Campbell (Windfarm Panel) Dan Williams (IT adviser to Trust)

3. Declarations of interest

There were no declarations of interest recorded.

4. Website and email addresses

Mike introduced the work that the Community Council had undertaken to set out an updated design for the community website, funded by the Trust as it not been updated for some time. A new draft design for the website had been developed by David Millar of the Community Council and issued to three developers for quotes. These had then been used to obtain funding from the Windfarm Panel.

The purpose of this discussion was to ensure that as a key stakeholder the Trust is aware of the Community Council's proposals. After a fruitful discussion it was agreed:

- The general approach and outline of the Community Council's proposals were agreed
- That a new page was required for the bicycle hire scheme. (Mike to include in updated design)
- The Windfarm Fund/Panel page structure needed to be refined to take on board the requirements for on-line application forms and their completion and submission to help streamline existing processes (Jackie to follow up).
- A new link to the school website was recommended
- There is a need to consult all stakeholders who might be interested in having content on the website. (The Trust will follow up as it could use its contacts from the clubs and activities event it ran in late 2023.)
- It was agreed that additional trustees needed to be trained to act as 'Web masters', in

addition to Dan. Developers plus Dan will provide the training. (Nathan agreed to be trained for the Trust)

- The design of websites was now 'mobile first' given that most people search websites from mobile phones
- Each page will require an owner as suggested bn the Community Council's proposed design.
- A small sub-group with representatives from the Trust and Community Council to be set up to manage the next stages once a final draft design has been prepared by the Community Council.
- The Trust will issue the contract to the web developers as it can reclaim the VAT
- The existing quotations are to be reviewed by Dan, Jackie to supply him with the quotations.

It was noted that there would need to be transition phase between the existing site and the new one.

The Trust expressed its thanks to the Community Council for getting the project to this stage.

Tom and Mike both left the meeting at this point.

Dan explained that he had started to look at transferring the Trust's various email addresses to Zoho and away from Google as the Trust was paying over £300 per year for specifications that it was not using. He also felt this move would help when personnel changed, making the transfer of responsibilities more streamlined. He had suggested Zoho as their service was free although during the discussion it was agreed that it may be sensible to buy their fee-based service costing £9 per email address to provide the functionality required. Jackie noted possible issues regarding synchonisation as she had already tried out the new email. Dan noted that Zoho will accept bank transfer payments.

Action:
It was agreed to move to the paid version of Zoho
Nathan will have access rights and will also have access to Dropbox passwords file.

Dan was thanked for all his help with the website and email issues.

Dan and Jackie both left the meeting at this point.

5. Minutes of Previous Meeting on 24 October 2024

Minutes of the previous meeting held on Thursday 22 August 2024 were adopted as a true record of the meeting.

6. Matters arising and follow up actions from previous meetings *(only those still to be actioned are noted)*

On-going Actions:

GP highlighted the current situation with the Local Place Plan noting that David Millar of the Community Council, who had done much of the work to date, was stepping down. Consequently, Julie Cole will represent the Community Council at the meeting with local planners, with Geoff next week. This will look in more detail at the issue of land allocations for new housing. There will also have to a further public meeting before the plan is finalised.

SO to develop Director's Induction pack and New Residents Welcome Pack.
GF to follow up issue of field next to Drop In Centre.
GF to use his power hose to see if drain outside the Community Centre could be unblocked.

7. Appointment of office bearers and other key roles

Following discussion the office bearers were appointed:
Chair - Nathan Anderton
Treasurer – Gavin Fleming
Secretary – Gill Bell
Meetings secretary – Stuart Ogg
Community Centre – Crawford Gordon
Windfarm Panel – John Steele and Steve Barnet
Paths Group – Geoff Peart
Bite and Blether - - Jill Patrick
Bike Group – John Steele

A vacancy remains for a trustee and further discussions will take place regarding allocation of responsibilities.

Action*: GF agreed to update the existing documentation setting out roles and responsibilities.*

Trust representatives on the Windfarm Panel will be JS and SB, however while Steve is incapacitated GB will serve as a substitute on the Windfarm Panel.

8. Secretary's Report

GB noted that the gambling licence had been renewed, this effectively allowed any organsiation in the village to run a raffle as long they use the correct references on the tickets sold.

CG noted that he was dealing with the insurance for the Trust and the certificate will be displayed on the board in the blue room.

GB noted that the Trust had been approached to install an air sensor monitor on the outside of the Community Centre. This was agreed.

9. *Treasurers Report*

GF presented the most recent set of management accounts. Overall, he highlighted a positive position with no major issues, noting that the Trust had received the £5000 from the Windfarm Panel for the Community Centre sinking fund and a further £500 from Bite and Blether.

He noted that Stirling Voluntary Enterprise no longer provided a service to examine charity accounts so he was meeting Anne Knox next week who is now working independently.

Action: *GF to meet Anne Knox regarding examining the Trust's accounts for last year before being submitted to OSCR.*

10. Community Centre Report

Main issue discussed was the heating system and its unreliable performance. After discussion it was agreed to set up a meeting with Lee, the engineer plus CG, LS, JP and SO.

Action: *SO to arrange meeting to discuss heating issues.*

11. Projects Update

a. Cycle project

JS reported that the cycle accommodation was being delivered and installed on 3 February, NA agreed to be the contact for the contractor if JS was not available.

b. Paths Group

Gargunnock to Stirling path

GP noted the response that had been received by Chris Kane from the Chief Executive of Stirling Council, with its reference to the Council's Sustainable Mobility Strategy and the fact that there would be a focus on urban and rural priorities, recognising the differing contexts.

GP explained the different tiers of funding for Councils for path developments with Tier 2 having to be bid for. Councils have been told to work with local communities so it is important that we can show how we can help deliver the Council's priorities. GP's advice was that we should try and work with the Council however we may need to progress things without their involvement and continue to push forward including possibly finding a better cost solution than the one favoured by SWECO. He agreed to feedback to the next meeting.

Beeches Path

SO noted the plans to plant additional trees along the Beeches Path having agreed this with John More.

d. Defibrillators

GB explained that an engineer had been due to look at the issues with the phone box however it was the day of the recent storm so has been postponed.

12. Dates of meetings in 2025

Thursday 30 January 2025 (Main Hall as Graden room is already provisionally booked)
Thursday 13 March 2025 (Garden Room)
Thursday 15 May 2025 (Garden Room)
Thursday 28 August 2025 (Garden Room)
Thursday 30 October 2025 (Garden Room)
Thursday 27 November (Garden Room) - AGM

Meeting closed at 9.50pm