



Gargunnock Community Trust Ltd.

A registered company in Scotland (SC285574)
www.gargunnock.org



Directors Meeting Thursday 2 May 2019

Present

Douglas Johnston, Jeremy Wilkinson, Edmond Mansion, Jill Patrick, Gill Bell, David King, Barbara Linklater, Gavin Fleming, Geoff Peart, Iain Gulland, Stuart Ogg, Claire Hart.

Apologies

There were no apologies.

1. Minutes of Previous Meeting

Minutes of the previous meeting held on Thursday 21 February were approved subject to minor corrections which will be reflected in the published minute.

2. Follow up actions / Matters Arising

All actions from previous meeting completed other than the following ones which are ongoing:

- *Edmond still to follow up with Jane Bain re: Gargunnock.com and Claire to check with Carol the links with other important websites on the new Gargunnock website*
- *Stuart to check published Trust minutes on Gargunnock website.*
- *Iain as Chair to write to thank Mrs Wilson for her donation. Dave to supply Iain with her address.*
- *Booking fees to be reviewed and options for promoting Centre to be developed including cost for optimising website searches.*
- *Update strategic plan for Trust within 2019 using Wind Farm strategic plan as template – all Directors to participate. Feedback from various events such as Gargunnock Show and Gala will inform this process.*
- *Jeremy has restructured Dropbox files and will circulate details to all Trustees about how to access them.*
- *Still need to check that the right terminology is being used to describe The Trust – Gargunnock Community Trust Ltd on all documents*
- *Geoff had raised the issue of utilising any underspend on a Windfarm funded project on activity without having to gain another approval. This had been raised with the Windfarm Funding Panel but was rejected by a majority on the Panel.*
- *It was agreed that the Facebook page should continue to be managed by the interested individuals.*

3. Company Secretary Report

Companies House report filed within timescale and everything is up to date. A confirmation report has to be filed by June 2019 which Jeremy is working on. This confirms that the Trust is meeting its legal responsibilities.

4. Treasurers Report

Douglas explained the position with the most recent set of accounts. There was follow up discussion regarding the higher expenditure compared to income for the Community Centre. This was due to three major items all coming within the period, the insurance, wood pellets and fixed wire testing. Some of these items would be covered by the sinking fund.

There was further discussion on the need to market the Centre to ensure income remains healthy.

5. Community Centre Update

It was reported that Harry Burt, who is also the caretaker for Gargunnock House has taken on the role of the caretaker for the Community Centre. He has an excellent background in building and construction so this was considered a very good appointment.

Douglas and Jeremy will continue to provide cover when Harry is unavailable.

Douglas and Jeremy are meeting Carol on Monday to discuss roles now that a new caretaker has been appointed.

Now that funding from Big Lottery has been approved, a tender for the new sound system, capable to satisfying the needs of all the village groups, was issued and so far there has been one return. It was agreed that Douglas and Gavin have delegated authority to progress this project once all the tenders have been received. There were some issues around the length of time one charge works on battery powered outdoor speakers which would be addressed during the tendering process. It was also noted that part of the tender would involve installing an induction loop in the Community Centre for those who are hard of hearing. This could help attract new groups to use the Centre. Further discussion focused on marketing the Centre.

Action: Douglas and Gavin have delegated authority to follow up tenders for new sound system and approve the one which represented best value so that the project could progress.
Action: Claire and Carol will discuss marketing of the Centre.

Barbara raised the issue of the heating being off for some of the users of the Centre. In particular there had been no communication with the users to explain the issues with the boiler.

Following discussion it was felt that with the appointment of the new caretaker some of the boiler issues would become less significant.

Barbara agreed to act as the liaison person between the caretaker and users. Dave agreed to provide Barbara with the background to the role. Douglas, Jeremy and Dave would help Barbara with this role. The Trust thanked Barbara for taking on this important role.

It was noted that there would be a monthly meeting with the caretaker to ensure there was good communication and issues could be either avoided by better planning or better response times could be achieved when issues do occur.

The Community Council were still in the process of finding money for the Defibrillator.

6. Windfarm Funding

There had been no further applications so the scheduled meeting at the end of April had been cancelled.

Douglas had prepared the annual Windfarm Funding Report. It had been circulated to Trustees and sent to Foundation Scotland.

Action: It was agreed that the report should be circulated to the Funding Panel Members now that it had been completed.

7. Projects

Footpaths Sub Group

The Carse of Stirling Partnership paths event, held in March had been successful.

a. Gargunock to Stirling link

It was reported that Sustrans had funded the initial feasibility study for this link, at a cost of £15k, the tender for the work having been won by Sewco. Even before this initial piece of work had been completed Sustrans invited the Trust to submit a further application to fund a much larger piece of work to examine the detailed technical feasibility of constructing a path between Gargunock and Stirling. This had been seen to be a positive step. The next phase could require funding up to £150k from Sustrans. Carrying out this next phase may require a Project Manager who would work with Sustrans.

The initial study should be complete by 15 May. The application for the second phase which Geoff and Dave had done extensive work on had been submitted by the 1 May deadline. This included a considerable number of supporting documents including the draft report from the CoSP Paths Summit.

The project had also gained a considerable level of political support. Some issues were emerging from the initial study regarding some landowners being uncertain as to the impact the path might have on their operations. The initial views suggest it is not a difficult route to build, everything can be done, however the landowners/managers reactions to the proposals may be problematic.

A meeting for the whole village and landowners has been arranged for 28 May in the Community Centre. The purpose is to explain the findings from the study and the next steps and to get a response to the proposals from those attending.

Action: Everyone to promote the meeting so that a good turnout is achieved. Website and Facebook page should be used.

It was noted that Balfron had established a paths group as had Buchlyvie, it was reported both had attracted funds for paths projects.

It was also noted that Cambusbaron was interested in working with us on paths related projects.

b. Beeches Path

No further progress on this project due to the focus on other projects. The usage questionnaire, issued with the Bugle had generated a very good response with a significant majority in favour of improving the quality of this path.

c. Glebe Land

Sign now ordered, orchard trees planted and wildflowers set. Some final works required to complete the project including surfacing with whin dust and mulching young trees.

Action: Volunteers will be required to complete the project when scheduled.

d. Craigs Path

Volunteer party had successfully cleared the route on the Gargunnoch side. Gavin had spoken to Mr Stirling who had agreed that the route on his land could be cleared. This area is to be forested in future.

Action: Volunteer party to be organised to clear the path on Mr Stirling's land.

e. Community Centre to The Beild

Project on hold until other projects have been completed. There is strong support for this route as many people use it on foot when walking/running along Leckie Road.

Jeremy reported that the Participatory budgeting process instigated by Stirling Council had requested bids, one had been submitted to introduce 'gateways' to Gargunnoch to help signify the entrances to the village and to help encourage those coming into the village to reduce their speed. A previous round of this process had been held in Callander with most funding going to their projects. Process is now based on each Ward. It was felt that Gargunnoch's bid represented a worthwhile strategic project compared to some of the other proposals.

Bite and Blether

It was reported that Bite and Blether was going well, although less had turned up on 1 May. There had been plenty of positive feedback now that it is being held monthly. A further £? was handed over to the Treasurer.

GDPR

Edmond is completing the review of policy documents.

Action: Carol to be asked to check that the bookings element of the website is adequately covered for GDPR purposes by Hall Master, the software vendor.

AOB

Stand at Gargunnoch Show and gala

It was proposed that the Trust should have a stand at these events to explain what it does and to promote the use of the Community Centre.

Action: Claire and Jeremy to work up materials, (Leaflet to promote the use of the Community Centre and membership forms to encourage more to take an active interest in the Trust) Claire indicated she felt she could access some boards and pop ups. Douglas agreed to access photographs which could be used.

Action: Douglas to draw up rota so each Trustee can take a turn on the stand if they are available.

Action: Gavin agreed to get Trust registered as a 'stall holder'.

Collaboration with other Trusts

It was reported that the Glenfarg Trust had asked to spend time with the Gargunnoch Trust to learn from what we do. This had led to a successful visit with the £200 given by them for the help provided being invested in footpath materials.

Cambusbaron had asked if they could use our various Windfarm funding administration documents which we had agreed to. In return they have provided materials from their local action planning process and a copy of the brief they had used to secure a contractor to help develop the plan.

Community Centre Clear up

Douglas reported that he was organising a clear up at the Community Centre between 24 and 27 May and sought approval for hiring a skip to facilitate this process. The purpose is to remove unwanted materials and items from the Community Centre. Other users will be invited to clear out their areas as well. This was important as more space is required for storing things like the new sound system.

Action: Hire of a skip was approved.

Carse of Stirling Partnership update

Stuart reported that the Paths Summit had gone well and other projects were in the pipeline.

Date of Future Meetings

20 June 2019 (Proposed date for AGM)
15 August 2019
24 October 2019
12 December 2019

Planned Windfarm Funding Panel Dates 2018/19 (There may be possible changes to these following December 2018 meeting of Trust so that there is not such a gap between the Windfarm Panel and ratification by Trust of Panel's recommendations.)

17 June 2019
21 October 2019
9 December 2019