

Gargunnoch Community Trust Directors Meeting Thursday 22 September 2016

Present

Douglas Coupethwaite, Stuart Ogg, Edmond Mansion, Jackie Campbell, Anne Dando, Geoff Peart

Apologies

Gilly Bruce, Jane Bain, Douglas Johnston, Elizabeth Mansion, Mike Pizey, Lovat MacGregor

Minutes of previous meeting - Approved.

Actions from previous meetings

The previous actions were discussed and action list reviewed. Where actions have been completed and noted at the meeting as completed these have now been deleted from the list at end of minutes.

Company Secretary Report

No report.

Finance Report

Douglas J prior to the meeting had prepared and circulated graphs and a table outlining the current financial position of the Trust.

| Gargunnoch Community Trust Ltd | | |
|---------------------------------------|-------------------|---|
| Financial Report 20 April 2016 | | |
| Main Account | | Notes |
| Opening balance (1/7/16) | £3,434.18 | |
| Income to date | | |
| Expenditure to date | | |
| Current Balance 1/8/16 | £3,434.18 | |
| Project Account | | |
| Opening Balance 1/7/16 | £2,245.92 | |
| Income to date | £5,000 | £5,000 donation from Stafford Trust |
| Expenditure to date | | |
| Current Balance | £7,245.92 | |
| Community Centre Account | | |
| Opening balance 1/7/16 | £11,828.87 | |
| Income to date | £1,600 | |
| Expenditure to date | £669.45 | Includes £269.45 for Drop in Centre Paint |
| Current balance 1/8/16 | £12,759.42 | |

Other matters to note Community Centre

Three cheques for DTA annual subscription have still not been cashed £225

Outstanding Drop in Centre Costs

| Ex VAT | VAT | Total | Works |
|------------------------|----------------|------------------|-----------------|
| £690 | | £690 | Plasterwork |
| £220 | | £220 | Plumbing |
| £1,600 | | £1,600 | Painter work |
| £855 | £171 | £1,026 | Brewsters |
| £825 | 165 | £990 | Blinds |
| £2,005.14 | £401.12 | £2,406.26 | Flooring |
| £38.33 | £7.67 | £46 | Paint One & two |
| Total £6,233.47 | £744.79 | £6,978.26 | |

Douglas J was thanked for successfully completing an application to the Stafford Trust which had secured an additional £5,000 for the Trust. An application had also been made to the Council for £1,500. He was also thanked for keeping on top of the finances for the Trust.

It was agreed to accept the lower tender for the blinds for the Drop In Centre.

The variances against the business plan were all noted from the graphs prepared by Douglas J. It was noted that the additional expenditure of around £8,000 on the Drop In Centre was offset to some degree by the £5,000 from the Stafford Trust.

Community Centre Update

It was agreed that the Trust's policies regarding the Community Centre required to be reviewed e.g. the Fire policy has not been reviewed recently so should be updated if required. It was agreed that a list of all the policies would be prepared as a first stage and then circulated to everyone to review and for comment.

Everyone was reminded that the current policy regarding procurement was to seek three quotes for works over £500.

Other projects required to be taken forward re: bricks, retaining wall, etc. can wait until Douglas J is back.

It was reported that Jane had stepped on and fallen as a result of an insecure manhole cover. It was agreed that an audit of the building and environs would be undertaken by Douglas C, Douglas J and Steve.

Generally everything else going well with no other issues re: bookings etc.

Glebe Land

Further delays due to break down in communications between Mr Young and solicitors. Concern was expressed that further delays will cost the Trust additional monies as it is paying for all legal costs of the transfer. This was previously agreed to help expedite the transfer as quickly as possible.

Douglas C to get an update on costs from Mr Quinn and will contact Development Trust Association Scotland if required to understand what our options are given that the GVDIA is in effect a defunct organisation.

Windfarm Update

Geoff reported that Falck now seemed to be refusing to respond to any communication. After a lengthy discussion it was agreed that we would probably have to accept the equal share proposal. Everyone should get back to Geoff with comments on the paper he had circulated.

Newsletter

Jackie reported that two additional sponsors had come forward, namely Shelter and Gleaner Oils.

AOB

It was noted that the Parent Council was using the Trust's Small Lottery Licence regarding sale of tickets for a fund raiser for school funds.

Date of Next Trust Meeting

Thursday 24 November 2016 8.00pm at the Community Centre.

Future dates are:

Thursday 16 February 2017

Thursday 20 April 2017

Thursday 15 June 2017

Thursday 17 August 2017

Thursday 19 October

Thursday 7 December

| ACTION LIST | | | |
|--|--|--------------------------------|-------------------------------|
| Note: Where previous actions have been expedited and recorded at the relevant meeting these are no longer listed. | | | |
| Date | Action | Responsibility | Status at 22 September |
| October 2015 | Resolve Dropbox issues | Stuart / Jane | Ongoing |
| April 2016 | Memorandum and Articles of Association to be submitted to OSCR by Company Secretary | Jane | To be checked |
| | Contact list of Directors to be developed. | Stuart | Ongoing |
| September 2016 | A list of all the policies to be prepared then circulated to everyone to review and comment. | All | New action |
| | an audit of the building and environs would be undertaken | Douglas C, Douglas J and Steve | New action |
| | Douglas C to get an update on costs from Mr Quinn regarding land transfer | Douglas C | New action |
| | Everyone should get back to Geoff with comments on the paper he had circulated. | All | New action |