

## **Gargunnoch Community Trust Directors Meeting Thursday 24 November 2016**

### **Present**

Douglas Coupethwaite, Stuart Ogg, Edmond Mansion, Jackie Campbell, Geoff Peart, Douglas Johnston, Elizabeth Mansion, Mike Pizey, Lovat MacGregor, Gilly Bruce, Iain Gulland

### **Apologies**

Anne Dando Jane Bain,

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.

It was noted that Edmond would send out an email re: Dropbox but everyone needs to be registered to use it, he will also check with Jane the capacity of Dropbox.

Douglas C noted that Jane had offered her resignation from the Board. The consequences if Jane were to resign would be discussed under the appropriate headings on the agenda. Douglas C said these matters would best be discussed face to face with Jane

### **Glebe Land**

Douglas C noted that the land transfer process for the Glebe land was nearing completion.

Once the transfer had been confirmed it was agreed that it will be important to consult the community about the site's future use. Lovat raised the issue of burdens on the land. It was understood that the land could only be used for recreational and related uses, that it was identified in the SEPA flood plan. There could also be a ransom strip still owned by Oglivies who were the original developers of the Glebe land.

It was agreed that the Trust needed to take a gradual approach to planning the future use of the site to make sure that the community's wishes and aspirations were taken into account. It was proposed that a questionnaire could be included in a future edition of the Bugle to allow those living in the community to express their views and put forward ideas which could then be reviewed by the Trust and possibly followed up by another consultation about the ideas which had gained the greatest support and which were feasible in terms of the burdens on the land, planning requirements and financial feasibility.

### **Action:**

Jackie agreed to draft a questionnaire which would be circulated by the end of January/early February for comment and then it would be circulated in the next edition of the Bugle.

### **Windfarm funding**

There had been an update from the windfarm developer to explain that the income would be disbursed using a Foundation Scotland model. The necessary arrangements would be in place fairly soon. The amount to be disbursed will be indexed from the date of the original agreement.

During the ensuing discussion a number of points were made which focused on how the funding should be disbursed within the community. It was agreed that there needed to be an open and transparent process so and that whatever was established should mitigate against any risk of bias in the way the monies are allocated.

It was felt that some of the funding ought to be used to support larger projects which would leave a legacy for the village rather focus on just immediate activities. It was felt that the community should

be consulted to help identify project ideas which could then be prioritised for feasibility and then re-presented to the village.

To guide the allocation of the funds it was noted that other communities had established a panel / board which would consider applications and take decisions on which projects/activities could be funded. This panel / board could comprise say up to 6 representatives from organisations in the village. Another idea which was discussed was to invite an independent person onto the Panel to help mitigate the risk of bias and to ensure an open and transparent process was followed.

Geoff agreed to draft a paper setting out some proposals before the end of January 2017. Ian also agreed he would get a simple application process designed.

**Action:**

1. Place an article in the Bugle regarding the proposals which were discussed.
2. Iain Gulland agreed to get a 'light' touch application process to be developed
3. Consideration to be given to identify a possible independent person to sit on the funding panel/board.

**Operation of Community Centre**

It was agreed that registration of the domain name for the website needs to be transferred to someone connected to the Trust. It was confirmed that ownership of the domain now rested with the Trust. Jackie felt she was able to update pages as necessary. An approach to managing the website needs to be developed.

**Action:**

It was agreed that Elizabeth and Douglas C would meet Jane and make the necessary arrangements to ensure everything that needs to be transferred following her resignation are handed over.

Marketing of the Centre needed to be kept on the agenda.

**Company Secretary Report**

Need to find out that the update Articles have been sent to OSCR.

With Jane's offer to resign Trust may need a new Company Secretary.

**Action:**

Elizabeth agreed that if necessary she would be prepared to take it on but it was agreed she retained the option to opt out if necessary.

**Finance Report**

Douglas J noted that the overall position was helped by a grant from the Stafford Trust of £5,000 and £1,500 from the Council, while Bite and Blether had contributed a further £1,500. Latest finance Report attached to minutes

During the discussion it was noted that £5,000 per year should be put into a sinking fund to help maintain the Centre; some users had now moved to other venues e.g. Community Centre was now too small for the songsters, so there had been a loss of income although overall it was expected the position would be similar to last year. Finally it was noted the fabric of the building would require a full survey in 2 years.

**AOB**

There was no other business.

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

<b>ACTION LIST</b>			
<b>Note: Where previous actions have been expedited and recorded at the relevant meeting these are no longer listed.</b>			
<b>Date</b>	<b>Action</b>	<b>Responsibility</b>	<b>Status at 24 November</b>
October 2015	Resolve Dropbox issues	Stuart / Jane	Ongoing
	Follow up action Edmond to send out an email to everyone but everyone needs to be registered with Dropbox		
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	Completed and circulated with minutes
September 2016	A list of all the policies to be prepared then circulated to everyone to review and comment.	All	Ongoing
	an audit of the building and environs would be undertaken	Douglas C, Douglas J and Steve	Ongoing
	Douglas C to get an update on costs from Mr Quinn regarding land transfer	Douglas C	Completed Cost likely to be £350
	Everyone should get back to Geoff with comments on the paper he had circulated.	All	Ongoing
	Calendar of key dates for payments etc. to avoid any deadlines being missed	Jackie	
November 2016	Draft questionnaire regarding future use of Glebe land for circulation for comment and then circulated in a future edition of Bugle.	Jackie	
	Iain Gulland agreed to get a 'light' touch application process to be developed	Iain	
	Consideration to be given to identify a possible independent person to sit on the funding panel/board	All	
	It was agreed that Elizabeth and Douglas C would meet Jane and agree what arrangements needed to be made following Jane's offer of resignation	Elizabeth and Douglas C	
	Marketing of the Centre needed to be kept on the agenda.	Stuart	
	Elizabeth agreed, if necessary, to take on the Company secretary position but it was agreed she had the option to opt out if she wished, at a later date	Elizabeth	

**Contact Details for Trustees.**

Geoff Peart 860318

Iain Gulland 860624

Jackie Campbell 860761

Edmond and Elizabeth Mansion 860608

Gilly Bruce 860438

Lovat MacGregor 860376

Douglas Johnston 860384

Douglas Coupethwaite 860344

Stuart Ogg 860260