

No valid decisions can be taken at a board meeting unless a quorum is present; the quorum for board meetings is 5 charity trustees, present in person. There are currently 6 serving Trustees

1.	<p>Meeting validity confirmation Present: (JB) Jamie Burgess - Chair, (AC) Andy Clegg, (BO) Bill Ottaway, (JS) Jean Shaw, (RE) Rod Ekern, (LW) Linda Wild – Minutes Apologies - (PB) Patrick Buck</p>	<i>Action</i>
2.	<p>Declaration of Interests None</p>	
3.	<p>Matters Arising from previous minutes – meeting 7/10/2024 JB - Trading Hub – Following discussion about costs involved in keeping it running and that BDT does not have enough people to run the pub a unanimous decision made to close it down. AC – Has everyone looked at the BDT website? All yes. Approval of Minutes Minutes of last meeting RE proposed, BO seconded</p>	<i>JB</i>
4.	<p>Treasurers Report AC - £16,000 left at end of October 2024 Running costs are approx.. £10,000 per month If builders are not out of the pub by 15th November the BDT will not have enough money to pay them and will have to apply for additional funds AC - £44,000 funding bid put in for December 2024 to March 2025 AC- 2023/2024 books are now with Montpellier but they are running 4 months behind. They may be able to produce the OSCAR report sooner. Discussion about changing accountant. Decided against this. JS – Could we contact OSCAR to let them know report will be late? JB and AC – yes this should be done. AC - We can't have an AGM until the books are back. March looks like a likely date. RE – We should have a meeting with residents about the pub before the AGM JB – BDT need £44,000 in a lump sum from the next funding. RE – Does the BCIC have the money or Foundation Scotland? AC – BCIC have money in it's bank account. AC - Invoice for catering was definitely never paid by previous board. To be paid</p>	<p><i>JB AC?</i></p> <p><i>AC</i></p>

5.	<p>HR Report JB will arrange one to one meetings with all staff over the next few weeks</p>	JB
6.	<p>Secretary's Report – communications JB – this is a future plan RE – LW should not have to take on complaining visitors to the hall. Complaints need to be put in writing and passed to the trustees. JB – We need to try to encourage people to comment on the BDT FB page rather than the village FB pages. Christmas lights and RB recent letter need a response. BDT has no money for Christmas lights BCC will be approached. Additional lights outside the hall would make it brighter. Investigate what Christmas lights are already stored in the hall.</p> <p>JB – Should we produce a Newsletter for December? All yes. LW to put this together. AC – CANVA publishing Software could be used for the newsletter</p> <p>FaceBook: JB – Respond to questions with a direct answer or refer to minutes etc. Use BDT FB page more. We need to respond to questions.</p>	<p>JB</p> <p>BO & JS</p> <p>JB</p>
7.	<p>Health & Safety None</p>	
8.	<p>Facilities Update Playpark: BO – inspection completed. Most issues low risk. High risk repairs needed to timber on senior multi- play area. Zip wire identified as high risk, wooden beam is rotten at the top. The seat has been removed so zipwire is not useable. First quote for labour only to install new beam £1,450. BO & AC - £1,700 invoice for senior multi paly area timber repairs has not yet arrived. JB & AC – Need to put in approx. £10,000 funding bid for playpark maintenance and repair to BCIC. JB – BCIC grant needed for insurance. BO provided a sketch plan of the back of the park, copy distributed to all.</p> <p>Fire Alarm: JB – No further problems reported in the hall, but then panel started beeping again during the meeting. JS – no invoice has been received since the last visit. JS – Alarm is going off in the pub. Tried to phone Safeguard Security but no response. AC to check if payment has been made.</p> <p>RE enquired about pub solar panels</p>	<p>JB</p> <p>AC</p> <p>AC</p>

	<p>JB – No response has been received from SAC about ownership of toilets land.</p>	
9.	<p>Pub Update</p> <p>RE & BO - A very useful and informative visit to New Luce. New Luce Community Action Plan was shared with them which will be very useful when producing one for Barrhill.</p> <p>BCIC should have produced a Community Action Plan. A Place Plan is needed but funding will not be supplied until the BCIC have produced an Action Plan.</p> <p>AC - SM has sent a list of suppliers who can produce a Place Plan.</p> <p>RE & BO met with New Luce Development Officer, tenants and chef – very helpful.</p> <p>Budgeting discussion: New Luce tenants paid a £10,000 bond, could be a good idea for BDT Agreed that the pub would need to be subsidised by varying amounts potentially after initial startup. AC – thinks BDT will always need to subsidise pub. Suggested a £500 per month lease initially. ... to be investigated</p> <p>Pub Structure: RE – Notification received from Nisbets Kitchens, delivery has slipped to 3/12/2024. No builders were working today. RE – a light clean has been done by builders but a deep clean needed when the builders leave. JB thought this was too big a job for one person so suggested getting a commercial cleaning company in. LW to find companies willing to do the job.</p> <p>AC – SM will supply a list of recommended architects. Pub equipment no longer required should be sold off. AC – pizza oven should be kept.</p> <p>At New Luce all furnishing were in place prior to leaseholder taking over except for leaseholder apartment.</p> <p>JB – Help is needed to sort out a lease etc. Progress on a lease is needed before the public opening day. Advertising for leaseholder through Plunkit? G&S Leasing was recommended by New Luce. Pricing for solicitors and advertising – 3 required. AC to contact SM to suggest companies.</p>	<p>LW</p> <p>AC</p> <p>PB & AC</p>
10	<p>AOCB</p> <p>AC suggested sending lease information from New Luce to BCIC to show why funding is needed. JB - SAC, Tom Henderson has money to produce a BDT business plan.</p> <p>RE will try to get hold of a large format plan of Barrhill for going forward.</p>	<p>RE</p>

	<p>JB – photos of BDT Trustees and staff needed for website, newsletter etc.</p> <p>JB – Cables for outside Christmas lights need checking and put on a timer. Christmas trees to go up in first week of December. Christmas lights should be stored in the hall- check this. Purchase additional Christmas lights? Price up.</p> <p>AC – Events Group should be charged 15p per page for printing. BCIC are charged £50 per month.</p> <p>RE – Who has all keys to pub? JB – set of keys needs to be obtained before builders move out.</p> <p>JB - Volunteers needed to check pub whilst empty. BO volunteered.</p> <p>Pub open day – 14th December suggested. JS to price up nibbles for open day.</p> <p>Meeting closed at 8:50pm</p>	<p>JB</p> <p>BO</p>
11	<p>Next meetings: Monday 2nd December at 7pm</p>	