

*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><b>Meeting validity confirmation</b> Present: (JB) Jamie Burgess - Chair, (AC) Andy Clegg, (BO) Bill Ottaway, (JS) Jean Shaw, (RE) Rod Ekern, (PB) Patrick Buck, (LW) Linda Wild – Minutes <b>Apologies</b> – None JB welcomed everyone to the meeting.</p>	<i>Action</i>
2.	<p><b>Declaration of Interests</b> None</p>	
3.	<p><b>Matters Arising from previous minutes – meeting 4/11/2024</b></p> <p><b>Trading Hub</b> JB - Documentation for closing it down have been received. There are 6 steps to close the Trading Hub down. The BDT and BCIC must close it together and signatures are needed. AC has been in touch with OSCAR.</p> <p>AC - The outstanding invoice for catering has been paid so Seniors Christmas Dinner can go ahead.</p> <p>RB letter: RB replied to the BDT response on FB</p> <p><b>Newsletter</b> AC – newsletter has been completed and is on the BDT website. PB has put the Crosswater section from the newsletter onto the BDT FB page. Copies are on the Hall noticeboards. All decided to have a quarterly newsletter with extra editions if needed.</p> <p><b>Hall fire alarm</b> JS - problems now resolved. AC – has arranged and received a refund from Safeguard Security</p> <p><b>Public toilets</b> JB – Lee Kirkwood (SAC Link Officer) is to find out about ownership.</p> <p><b>Hall Electrical work</b> AC – Hand dryers are in the budget. JB - Extractor fan in hall kitchen needs replacing. JB - Electricians will be coming to quote.</p> <p><b>Architects</b> - AC meeting to discuss</p>	<p><i>JB</i></p> <p><i>AC</i></p>

	<p><b>Large format map of Barrhill</b> - RE to try to get hold of a copy</p> <p><b>Approval of Minutes</b> Minutes of last meeting were approved, JS proposed, BO seconded</p>	<i>RE</i>
4.	<p><b>Treasurers Report</b> AC – 3 grants have been applied for</p> <p><b>Playpark</b> Can't draw down until letter of confirmation received. BO – has contacted HAGS, waiting for a reply. AC – When zip wire repairs are carried out ask them to check the repairs to avoid an additional call out. BO – All high-risk repairs have been completed; others are being worked through.</p> <p><b>Running costs</b> Applied for £44,000, BCIC will keep £5,000. Money hasn't come through from Foundation Scotland – JT to chase.</p> <p><b>Crosswater kitchen equipment</b> AC has applied for kitchen funding. 3 quotes are required by Foundation Scotland for all kitchen equipment. NISBETS have quoted. A discussion followed about where to buy from and what type of equipment to buy. PB to check through list of required equipment. AC – two weeks builders money agreed. The roof work is additional.  AC – Everwarm have refunded money due to problems.</p>	<p><i>BO</i></p> <p><i>PB</i></p>
5.	<p><b>HR Report</b> JB – Staff meeting took place. Uniform with BDT logo to be purchased for Gemma and Angela to show they are staff</p>	<i>JB</i>
6.	<p><b>Secretary's Report – communications</b> BDT have received funding from BCC for Christmas Decorations outside the hall. BCC have supplied funding for battery and solar lights throughout the village</p>	
7.	<p><b>Health &amp; Safety</b> <b>BCIC Winter Fuel Payments:</b> JB – The hall kitchen needs to be suitable for cooking in. JB is currently working through hall risk assessments  LW to check for kitchen details in office</p>	<p><i>JB</i></p> <p><i>LW</i></p>

8.	<p><b>Facilities</b> Check how many tables are needed for open day as Senior's Christmas Dinner clashes. JB – We need to buy another door mat for the pub</p> <p><b>Pub insurance:</b> JB - Is the reinstatement value high enough? Increase to 1 million from £750,000. Insurance renewal is January.</p>	<p>AC</p> <p>JB AC</p>
9.	<p><b>Pub Update</b></p> <p>PB – 2 workers have been there last week. The tools have been cleared out. Work is complete except for the toilet door and the roof which is due to the weather. Scaffolding needs dropping and storing until the roof is done.</p> <p><b>Lease Agreement</b> PB- has sent requests to 3 or 4 businesses, one reply received from Smith &amp; Valentines Solicitors in Girvan who said they would look at it. Pricing has been requested but not yet received.</p> <p><b>Tenant Leasing</b> BO – The chef at New Luce knew of someone who may be interested. Chase this? PB – Plunkets could do the work for an extra cost but this is not something they specialise in. Setup of the tenancy needs funding of £10,000</p> <p><b>Pub Open Day</b> JS will go ahead and order/buy food JB to discuss cleaning of the pub with GH and AMc LW to produce an open day poster to be printed and put on BDT FB page. JS – Laminated signs needed – No Smoking and No Vaping</p>	<p>PB</p> <p>JB LW LW</p>
10	<p><b>AOCB</b></p> <p>JB – Public access to first 15 minutes of BDT meetings to begin in January.</p> <p><b>Business Plan</b> JB – Tom Henderson (SAC) has money available to develop a new business plan. Training courses are offered to trustees. JB – thinks a business plan is needed. AC – suggested a Community Action Plan funding request is made. Making a walkway from the holiday parks to Barrhill was discussed.</p> <p>AC – SPR have made a request to film at The Crosswater after the open day</p> <p><b>Hall Booking System</b></p>	

	<p>AC – We cannot currently change users. We would need to pay 70 euros to add this facility and access to the website is needed. Is this something we should do?  JB – yes, we should pay and do it properly.</p> <p>AC – OSCAR Trustees Report. All trustees need to check and update as required.</p> <p><b>The Crosswater</b></p> <p>RE – Requested to no longer be on the pub sub-committee.  AC – Carpets and furniture need thinking about. PB – New Luce suggested a place in Stranraer  PB – Pipework needs to be owned by the BDT not the tenant.  JS – Open day food is to be ordered.</p> <p>Meeting closed at 9:30pm</p>	<p>AC</p> <p>ALL Trustees</p>
11	<p><b>Next meetings:</b>  Monday 6<sup>th</sup> January at 7pm</p>	