

*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 5 serving Trustees*

1.	Meeting validity confirmation Present: (PB) Patrick Buck - Chair, (AC) Andy Clegg, (WO) Bill Ottaway, (JS) Jean Shaw, (RE) Rod Ekern, (LW) Linda Wild – minutes Apologies – (WW) William Wilson	Action
2.	Declarations of interest - None	
3.	Welcome PB welcomed everyone to the meeting. No additional AOB items	
4.	<p>Matters Arising from Previous Minutes – Meeting 7<sup>th</sup> July 2025</p> <p><b>HR:</b>  <b>4.1 AC Setup new contracts for caretakers</b> – AC – I have spoken to the caretakers. An agreement has been made to open the public toilets on bank holidays except for Christmas and New Year.</p> <p><b>Handyman:</b>  <b>4.2 WO/AC Set up framework for DH doing work for residents</b> - AC This needs looking into further.</p> <p><b>Facilities:</b>  <b>4.3 WO Code change for hall main door</b> - WO Not yet done.</p> <p><b>4.4 WO Public toilets roof, path and heater</b> – WO The roof is done. The path needs digging out and relaying so is a big job. AC – I have spoken to JT about making the toilets Net Zero. Having high efficiency storage heaters installed. As they are not a household they may not be eligible. PB – This would fit in well with the village aiming for Net Zero. Ask JT to speak to SPR about this.</p> <p><b>4.5 LW Public Toilets Christmas closing posters</b> – LW Posters are typed up. We just need to decide on the dates to be closed. All agreed Christmas Day, Boxing Day and 1<sup>st</sup> and 2<sup>nd</sup> January.</p> <p><b>4.6 WO Car Park white lines and taxi space remarking</b> – WO Paint needs to be purchased.</p> <p><b>4.7 AC Check with BCC if Community Payback can litter pick down to Kildonan</b> - AC The Community Payback team are not allowed to litter pick at the side of the road for safety reasons.</p> <p><b>4.8 LW Swift boxes for the hall</b> LW - Galloway and Southern Ayrshire Biosphere will organise to drop off swift boxes and advise where they should be placed when their main summer work is complete.</p>	<p>AC/WO</p> <p>WO</p> <p>AC</p> <p>WO</p> <p>LW</p>

	<p><b>Pub:</b></p> <p><b>4.9 LW Mailbox sign</b> – LW The sign is ready to go on the mailbox. Should this wait until the pub has a tenant? All agreed yes.</p> <p><b>4.10 Electrical Installation Certificate</b> – PB – JJB Contractors need to supply the certificate.</p> <p><b>4.11 Connection of cooker</b> PB – I have contacted GFS in Kilmarnock to ask for a start date. I haven't received a reply yet.</p> <p><b>4.12 RE Architects quotes for outbuilding</b> – RE I haven't found an architect willing to come out to quote for this work. It was decided this was not needed as it is not a newbuild.</p> <p><b>4.13 PB Plumbing for washing machine</b> PB – Do we need a washing machine? A discussion followed about the lack of laundrette services locally. WO – We would need a supply of water for a washing machine. There is a cold water supply tap at the back of the pub.</p> <p><b>4.14 &amp; 4.15 PB Outbuilding roof and front wall rebuild</b> PB – I have drafted a tender to be sent out to local builders for the front wall and plumbing for the washing machine saying this is part of the work we require with future work to follow. AC – We would need to get quotes to apply for funding from the BCIC. AC – The outbuilding needs clearing out. PB – new radiators which were bought when the heating was going to be run on oil could be advertised for villages to take for free. PB – Are fridges and freezers needed in the outbuilding or would the ones in the kitchen be enough? PB – Should we separate the space with a wall? WO – This is a good idea. We should get this done first and setup with sockets and a water supply. PB – I will get in touch with builders for quotes for the work required.</p> <p><b>4.16 WW Speak to chef</b> - No longer required</p> <p><b>4.17 PB Speak to G&amp;S about changing the terms of the advert</b> – PB Rewording has been done.</p> <p>PB – We are waiting for a business plan from the Humble Haggis. They want to run the pub and food van.</p> <p>PB – Pub viewing by William McCraig last week went well. He was keen for his partner to come and look round JS – He had done research about licencing etc. WO – Do we have to go through G&amp;S? AC – If we get more than one Business Plan we will have to go to the community to let them make a decision. We need to be transparent about the process. PB Following a meeting with the trustees we will present them to the village.</p> <p>AC – We also need to work out a timescale for the pub to be finished. AC – We would need to discuss the layout and requirements for the accommodation. PB – A lease needs to be drawn up. RE – Has the kitchen been inspected? PB – No. WO – The Environmental Health is for the tenant. RE – The kitchen itself needs to be inspected. A fire blanket will</p>	<p>PB</p> <p>PB</p> <p>PB</p> <p>PB</p> <p>PB</p>
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	<p>be needed. PB – The fridge and freezer need to be installed and the cooker connected before the kitchen can be inspected.</p> <p><i>Note: The new tenants would need to Register with Environmental Health and a PASS certificate is issued following a satisfactory inspection.</i></p> <p>PB – We need to have a meeting with the prospective tenant then complete the kitchen work. AC – There is approximately a 6 week lead time to receive money from Foundation Scotland.</p> <p>PB – The tenant needs to specify the furnishing etc.</p>	
5.	<p>Approval of minutes from 7<sup>th</sup> July 2025</p> <p>AC propose and WO seconded.</p>	
6.	<p>Treasurers Report</p> <p>AC handed out a financial statement to end July 2025.</p> <p>PB – What furnishing will we supply for the pub? WO - IKEA could supply and deliver all that is required.</p> <p>PB – The tenant needs to specify table and chairs etc for the seating area.</p>	
7.	<p>HR Report</p> <p>Nothing to report.</p>	
8.	<p>Secretaries Report</p> <p>LW – I have been asked to report the unsafe wooden footbridge on the Martyrs' Tomb Walk. AC – The BCC keep bringing this up every month at their meeting. It is a core path and is the responsibility of SAC so the BDT are not allowed to work on it. It is also part of the Whithorn Way.</p>	
9.	<p>Health and Safety</p> <p>We need to have a review of Health and Safety. LW to read through existing paperwork.</p>	LW
10.	<p>Facilities</p> <p>JS – Has DH been asked to cut back the overgrown area covering the footpath opposite Scotts Garage? AC – No, SAC is responsible for this. Windfarm money rules do not allow BDT employees to carry out work which is SAC responsibility.</p> <p>Memorial Hall</p> <p>JS - The bio-mass boiler needing the flue swept as a certificate needs to be produced. WO - There was a programme on the boiler for performing such a job so having the chimney swept is not required. JS - As the hall is a public building a certificate has to be produced to say that the flue / chimney has been cleaned.</p> <p>Arnshean Park</p> <p>WO – The replacement beams for the playpark zip wire arrived today. I have contacted the fitters to arrange a date for fitting.</p> <p>Bowling Club</p> <p>An email has been received from BBC regarding their grant award from CF/FS for cutting the green. They have requested a meeting with the trustees.</p>	<p>JS/WO</p> <p>LW</p>

	<p>AC – A green maintenance contract is paid for by the BDT. This is a 5 year contract which end in March 2028 costing £485 per month. The insurance for the bowling green is also paid by the BDT. BBC pays for insurance for players.</p> <p>BBC have applied for £1,000 from BCC for moss removal which is not covered by the maintenance contract.</p> <p>AC – I am happy for DH to continue cutting the green once a week.</p> <p>PB – We need a meeting with BBC to clarify the position.</p>	
11.	<p>Pub Update</p> <p>Already covered</p>	
12.	<p><b>AOB</b></p> <p><b>Newsletter</b></p> <p>AC – We have nothing to put in a newsletter. A discussion followed and it was decided that a full newsletter was not needed but a short summary of what has been happening would be produced for the noticeboards.</p> <p><b>Tax enquiry fee protection service</b></p> <p>It was decided this was not needed.</p> <p>AC – The accountant has been back to me about the invoices for 24/25. BCIC invoices do not match the payments because money was withheld. The totals do not match because we never received some of the money. JJB Contractors were paid directly by Foundation Scotland before the current board took over. Montpelier sent a letter with details of an amount owed to HMRC from before the current board took over. RE- The BCIC need to send the details to Montpelier.</p> <p>PB – Will this hold up the AGM? AC – Potentially, yes. I am waiting for Montpelier to come back to me.</p> <p><b>What should BDT pay for when the pub has a tenant?</b></p> <p>JS – Building insurance. WO/AC – Yes</p> <p>PB – Furniture will be supplied by the BDT so contents insurance should also be paid for. But we shouldn't pay to insure personal property or stored food and drink.</p> <p>PB – Tenant will pay all utilities and council tax</p> <p>JS – Tenant should pay for wifi</p> <p>AC – The tenant will need to have an app installed on their phone to control the heating system. Watson Peat SPR should be able to sort this out.</p> <p>RE left the meeting at 20:50.</p> <p>AC - Electricity bills for the pub have been wrong for some time, Watson Peat is trying to sort this out for us.</p> <p>WO – Heating for the whole building is run from the pub electric supply.</p> <p>AC/LW to put together a list of utilities for the tenant.</p> <p><b>Exercise and Sport Psychology consultation for health and wellbeing</b></p> <p>After a discussion it was decided that this is not something there would be a demand for.</p> <p><b>Setting up an Emergency Warm Hub in the hall</b></p> <p>AC – We might be able to receive help to get a generator. Advice is needed.</p> <p>JS – If the village is going to Net Zero and relying more on electricity to keep warm a warm hub will be even more important.</p> <p>AC – We need to follow this up.</p>	<p><i>LW/PB</i></p> <p><i>AC</i></p> <p><i>AC</i></p> <p><i>AC/LW</i></p> <p><i>LW</i></p>
	<p>Meeting closed 21:15</p> <p>Next meetings: Monday 8<sup>th</sup> September 2025 at 7pm</p>	