Minutes - APPROVED

Barrhill Development Trust

Monday 8th September 2025, Barrhill Memorial Hall at 18:45

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, (LW) Linda Wild – minutes Apologies – (RE) Rod Ekern, (WW) William Wilson The meeting was not quorate	*Action*
2.	Declarations of interest - None	
3.	Welcome PB welcomed everyone to the meeting. No additional AOB items	
4.	Approval of minutes from 11th August 2025 JS proposed and WO seconded.	
5.	Matters Arising from Previous Minutes – Meeting 11th August 2025 **Handyman:** **5.1 WO/AC Set up framework for DH doing work for residents -** AC the insurance required means this is not viable. A PVG check would be needed to work in homes and with vulnerable adults. There is a lot to be done before this could happen. We could bring this up at the joint BDT/BCIC meeting as the BCIC would need to fund the insurance if it was to go ahead. **Facilities:** **5.2 WO Code change for hall main door -** Not yet done. I need to find the fuse to isolate the keypad. LW – The numbers currently in use are getting worn and don't always register. **5.3 AC Making Public Toilets Net Zero -** I haven't heard back from SPR or JT as yet. It may be that as the toilets are not a residential building they cannot help. **5.4 WO Car Park white lines and taxi space remarking –** Paint has been purchased. DH and I will do this when time and weather conditions allow. **5.5 LW Swift boxes for the** hall – The swift boxes have been delivered and the location decided. WO – Have you received the swift box design from GASAB? LW – No, I will chase this up. **Pub:** **5.6 PB Electrical Installation Certificate** – Scott (JJB Contractors) has replied saying he has already supplied the EIC to the architect and the previous board of the BDT but will arrange to get another copy. **5.7 PB Connection of cooker** - Complete **5.8 PB Washing machine plumbing, outbuilding roof and front wall rebuild** It has been suggested by a prospective tenant that the partition wall is removed to create a large room which could be used as a venue.	*AC* *WO* *AC* *WO* *LW* *PB* *PB*

	I have sent out requests to tender to several builders. One came out from Dumfries today and will be sending a quote for the work. **5.9 AC Watson Peat trying to sort out electric bills** **5.10 AC Phone app to control heating system** AC – WP said to use the app to control the pub heating. AC to get in touch with WP again. **5.11 AC/LW List of utilities for tenant –** AC I have put a list together **Health & Safety:** **5.12 LW** Review existing H&S paperwork – Not started yet. **Facilities:** **5.13 LW Arrange meeting with BBC** – PB/AC The meeting took place and a MoU was created and signed by the BDT and BBC. AC – We need to decide what to do when an event is cancelled. **5.14 WO/JS Biomass Boiler chimney sweeping** JS – the chimney needs sweeping before the boiler service which is due at the end of September. A decision was made to use Gibson and Goold for the service. **Newsletter:** 5.15 LW/PB Produce short summary for noticeboards – LW I have put together some content for the newsletter. It will need finalising and formatting. 5.16 AC Update on progress with Montpelier – Montpelier have returned the 24/25 accounts but they are not happy that the money has been spent before the grant money has been paid into the BDT account. AC – The AGM can be arranged, one months notice needs to be given. It would be useful to present the two potential tenants information at the AGM. PB – Business plans would be helpful when putting forward information for residents. 5.17 LW Emergency Hub – the organisation who emailed us offering to help setup an Emergency Warm in the hall have not replied to my email. So, I contacted Watson Pete (SPR) to see if he could help. He has investigated and let me know that Customer Support at SP Energy Networks have confirmed that this is their project. I am waiting for them to get in touch with me.	*AC* *AC* *LW* *AC/LW* *LW* *LW/PB* *PB* *LW*
6.	Treasurers Report AC handed out a financial statement to end August 2025. New grants are needed. Pub Outbuilding PB – What sort of money is needed for refurbishing? AC – Roof joists are too far apart so extras need adding. Cross beams would have to come out to add joists. AC – A grant application is with the BCIC for the chimney repair. The BCIC are asking for 3 quotes which will not be supplied as it is a repair and therefore running costs, not new work. AC – The money to pay the Net Zero employee arrived in our account today. The letter confirming the grant was received in July meaning it took over 2 months	

	from allocation to payment. The Net Zero employee's start date is 15th September, and work will begin with the community in October. JS – The employee needs to go out to see people not have people come to see her.	
7.	HR Report AC - Nothing to report. WO – All is OK with DH. The Martyrs' Tomb Walk footbridge is unsafe. Signs should be made up.	*LW*
8.	Secretaries Report LW – We have been offered dates in October for first aid training. I have given a list of dates when Gemma and I are available today so hopefully we can get a date booked.	LW
9.	Health and Safety Nothing to report.	
10.	Facilities WO – The beams for the zip wire have been delivered. We are waiting for an installation date. WO – Most of the car park lights are now working. There is one problem light which is not working. WO and DH to try to fix this but we may need an electrician. WO – The unsuitable plants in the car park gardens need digging out over winter. Pub AC - Safeguard Security came out to a fault which was caused by the last engineer who came out to repair the system. He took unit 23 away but didn't remove it from the system. If a bill arrives for this visit it will not be paid	WO
11.	Pub Update JS – I have had a look where the prospective chef is currently working, the food is excellent. PB – Craig and Billy have realistic plans and vision for the pub. They are expecting it to take time to build the business.	
12.	**AOB** **BDT/BCIC joint meeting** AC – Items for discussion at the joint meeting. The very long process for applying for grants. Irrelevant questions which must be answered in order to apply for grants. The process is: discussion at a BCIC meeting then to Foundation Scotland. JS – what happens if something is urgent? AC – Nothing has been done quickly. 2024/25 AGM AC – We will need three trustees to stand down at the AGM. JS – I will stand down and will stand for re-election. Is there anyone available to co-opt? AC – I will be resigning as treasurer in April, but I plan to stay on as a trustee.	
	Meeting closed 20:35 Next meetings: Monday 6th October 2025 at 7pm	