Minutes - APPROVED

Barrhill Development Trust

Monday 5th October 2026, Barrhill Memorial Hall at 18:30

No valid decisions can be taken at a board meeting unless a quorum is present; the quorum for board meetings is 4 charity trustees, present in person. There are currently 4 serving Trustees

1.	**Meeting validity confirmation** **Present:** (PB) Patrick Buck - Chair, (AC) Andy Clegg - Treasurer, (WO) Bill Ottaway, (JS) Jean Shaw **Apologies:** None **The meeting was quorate**	*Action*
2.	**Declarations of interest** None	
3.	**List of AOB to be discussed at the end of the meeting if time allows** AGM planning, Chirmorrie Round 3, Stinchar Connections minibus, Meeting day	
4.	**Approval of minutes from 7th September2026** JS proposed and WO seconded.	
5.	**Matters arising from previous minutes – 7thSeptember 2026** 5.1 PB/AC – Arrange staff performance reviews for DH and LW LW completed. DH either 8/10 or 19/10. 5.2 LW - Create Newsletter Completed and on noticeboards etc. AC it is on the website. Can we get a distribution team to deliver to households? There were some comments that the news was out of date but this seemed to relate to a village newsletter which this is not, it is just an update on BDT activities. 5.3 AC/WO - We need to find a ventilation solution for the hall damp problem Attic space investigated and no damp coming down from roof. All joists dry. Some central brickwork shows higher damp reading than the brickwork above it. Problem may have been solved by cracks in outer wall being repaired and new coat of external paint. 5.4 AC - Explore SPEN funding to replace the bridge to Arnsheen Park Waiting for other SPEN applications to be processed before starting a new one 5.5 JS/PB – Pub solar panels reading. Still to do 5.6 JS – Car Park solar fault Electrician approved but work not done yet. Expected in 2 weeks time. 5.7 Skip overfilling Kings took skip away after a few days so not overfilled	*PB/AC* *LW* *AC/WO* *AC* *PB* *JS*

	5.8 JS – Memorial Hall Warm Hub No response from either SAC or SPR despite emails. SAC contact has moved on, no new contact. Park this until some response. 5.9 AC – Document to ensure BDT funds go to BCIC if BDT folds. Waiting for BCIC to produce document 5.10 AC – AGM planning Done 5.11 LW – Order woodchip for car park gardens Still to do 5.12 WO – Look into replacing/repairing ramp from the hall fire exit May be simplest just to remove the ramp 5.13 LW – Send list of updates for the BDT website to AC Done and website updated 5.14 PB – Find out who contacted Scott to rearrange day for bowling green cut Remind people that Scott works for the BDT and contact needs to be made through the BDT. 5.15 WO – Purchase timber to repair park picnic benches Account created at Jewson. Wood purchased and repairs underway.	*AC* *AC* *LW* *WO* *AC* *AC* *WO*
6.	**Treasurers Report** AC handed out a financial statement to end September 2026. Unable to pay JJB as bank refuses payment. JJB Contractors suggest that the total does not include all unpaid invoices. The contract states: Materials will be purchased by JJB Contractors & delivered to site, once the materials are delivered to site, I will pass on the invoice to be paid to the nominated bank account promptly after each delivery. Some invoices presented were from 2022.	*AC*
7.	**HR Report** Review for DH needs to be carried out- see 5.1.	*PB/AC*
8.	**Secretaries Report**	
9.	**Health and Safety** Ramp at side door to be removed.	
10.	**Facilities** Playpark inspection has been arranged. Policies for procedures at events need putting in place. Needs a joint meeting of all groups. Update details on hall booking form.	LW

11.	**Pub Update** No longer need this section. Can be in AOB if anything arises.	
12.	**AOB** 12.1 AGM Planning 12.2 Round 3 of the Chirmorie Community Benefit Fund In progress Paths at Arnsheen Park and Martyrs' Tomb. Could add battery storage for Hall and Car Park if time permits 12.3 Stinchar Connections new minibus parking Need further details as to any implications for the BDT. We will not be involved with any bookings or key holding but happy to have it park up. 12.4 Meetings day Bank holidays are always on Mondays so better to meet on a different day. Will try the first Wednesday of the month,	
	Meeting closed at 9:20 **Next meeting**: 4th November 2026	