

Barrhill Development Trust

Scottish Charitable Incorporated Organisation
Charity No. SCO49162



Board Meeting No 5 Wednesday 14th August 2019 Memorial Hall at 7.00pm

Present: Johnnie Thomson (JT) – Chairman, Richard Brown (RB) – Vice Chairman, Mark Bradshaw (MB) – Treasurer, Laura Brown (LB), Jenny Murray (JM), Ken McLaren (KM)

CI Representatives: Amy-Dee Watson (ADW), Andrew Ward (AW)

Quorate: two thirds of the registered directors need to be present for a majority decision to be taken.

	Open Meeting	Action
	<p>(<i>Restricted information</i>) Chairman of the Barrhill Bowling Club attended the meeting to ask the Board to consider funding a new Clubhouse for the Barrhill Bowling Club. The current building (dating from 1975) is now not fit for purpose with many structural issues.</p> <p>(<i>Restricted information</i>) confirmed that initial investigations have been done, having applied for formal confirmation that the proposed works are a 'permitted development', and applied for a Certificate of Lawfulness from e-Planning Scotland which will determine if planning permission is needed.</p> <p>(<i>Restricted information</i>) presented four images of clubhouse design with pricings, and a discussion took place regarding foundations and groundwork, paint schemes to blend with the existing Primary School and Memorial Hall, electricity/ water installation and costings for general internal fixtures and fittings.</p> <p>Of the four designs submitted, (<i>restricted information</i>) confirmed that the Barrhill Bowling Club preferred option No. 3 with a summary of costings totalling £47,847.60 (subject to electric/water services options).</p> <p>The Chairman thanked (<i>restricted information</i> for (<i>restricted information</i>) presentation.</p> <p>(<i>Restricted information</i>) left at this point.</p> <p>The Board discussed the proposal with reference to the electric and water supply issues with JT reiterating the importance of the decision to invest in such a project being taken by the community. A unanimous vote to support this proposal in principle was given (excluding DOI).</p> <p>It was concluded that KM & MB to speak to (<i>restricted information</i>) to discuss arranging an Open Day to present.</p>	KM/MB
1.	Apologies Pauline Hewitt (PH) – Secretary Kassie Farmery (KF)	
2.	Confirm notice and Quorum Sederunt noted as above	
3.	Declarations of Interest PH (Barrhill Bowling Club) RB (Barrhill Bowling Club)	

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	<p>MB (Barrhill Bowling Club) JT (Barrhill Scout Group and Barrhill CC) LB (Barrhill Flower Show) KF (Barrhill Playgroup and Barrhill Scout Group) KM (Barrhill Bowling Club and Barrhill CC)</p>	
4.	<p>Approval of Minutes</p> <p>Approval of Minutes from Meeting No. 4 held on Wednesday 10 July 2019.</p> <p>Approved - KM Seconded – RB</p> <p>Matters Arising</p> <p>Memorial Hall – Internal Storage/Partitions</p> <p>LB advised the Board that having spoken to Willie Agnew chasing a start date for the works; he will be in contact with the Board via email to advise.</p> <p>Child/Youth Activities</p> <p>KF to speak to Andy Clegg to identify who owns the Badminton Club equipment. KF to action.</p> <p>Turcan Connell</p> <p>RB confirmed that PH has contacted (<i>restricted information</i>) to advise counsel fees (<i>restricted information</i>) incurred by contacting Turcan Connell are to be waived on this occasion.</p> <p>CI/Residents</p> <p>The BDT agreed at Meeting No. 4 dated 10 July 2019 that a record should be kept of all visitors to the BDT offices, conversations minuted and content reported back to the Board. ADW advised (<i>restricted information</i>) had been in to discuss grass cutting on the access to Martyrs' Tomb which (<i>restricted information</i>) states has not been done for four years and should be done by the BCIC.</p> <p>ADW advised (<i>restricted information</i>) visited to look at documents appertaining to windfarm extensions and ADW took the opportunity to speak with (<i>restricted information</i>) regarding maintenance of the Martyrs' Tomb Walk Path. Both (<i>restricted information</i>) visited again the following day and presented copies of correspondence dated 27th January 2013 and 30th June 2016 written by (<i>restricted information</i>) to the BCIC (but none from the BCIC to (<i>restricted information</i>)). (<i>Restricted information</i>) maintained there is an agreement in place stating the BCIC's commitment to a maintenance programme. (See CI Up-Date below).</p> <p>Hall Hearing Loop System</p> <p>LB confirmed that an independent review of the proposed quote from GAB Audio in the sum of £3,962.00 was positive and will meet the BDT needs. After discussion and vote it was agreed to proceed on this basis. ADW to contact GAB Audio to proceed. ADW to action.</p> <p>BCIC & BDT Websites</p> <p>MB advised the Board that he has yet to speak to (<i>restricted information</i>) in the event of (<i>restricted information</i>) being unavailable to administer the BCIC & BDT websites.</p> <p>ADW confirmed that she has requested log-in details from (<i>restricted information</i>) which has been declined due to coding issues.</p>	<p>KF</p> <p>ADW</p>

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	<p>After a lengthy discussion regarding options open to the Board as a back-up plan it was decided to create and run a parallel system, built on a user-friendly platform rather than raw-coded. RB to action.</p> <p>Access to Martyrs' Tomb</p> <p>KM advised the Board that he will be raising the issue of the condition of access to Martyrs' Tomb at the Barrhill Community Council meeting later this month. KM to action.</p> <p>Memorial Hall – Caretaker</p> <p>The Board discussed the position of Caretaker and the option to offer a full time employment contract with a 2-year duration for 23 hours per week (which would include 5 hours administration).</p> <p>Crosswater Bridge</p> <p>MB advised the Board that the works required at Crosswater Bridge and grass cutting under the Knowe Road bench has been completed.</p>	RB KM
5.	<p>Finance</p> <p>As a financial structure has yet to be set up for the BDT, no financial report was given.</p>	
6.	<p>Update from Creetown Initiative</p> <p>Fibre Broadband</p> <p>ADW advised the Board that (<i>restricted information</i>) visited the BDT offices to discuss fibre broadband for Barrhill which was priced at approximately £300,000.00 for the Main Street when he was on the Board.</p> <p>ADW is still waiting for more postcodes to be submitted before contacting OpenReach to obtain a quote for installation of fibre to these properties.</p> <p>Child/Youth Activities</p> <p>ADW confirmed that PVGs are now in place and a meeting held before the first youth club session to cover paperwork, policies and give an overview of youth work, child protection awareness and considerations when running youth provision.</p> <p>ADW stated the project has been successful with good attendance at junior and senior level. ADW confirmed the clubs will run during term time on Friday evenings.</p> <p>Welcome Pack</p> <p>ADW advised the Board that work is progressing on the Welcome Pack and will circulate text for review prior to progressing. ADW to action.</p> <p>Hall Fire Safety Card</p> <p>ADW confirmed the Safety Card is now printed and given to Hall Caretaker to distribute to all Hall user groups.</p> <p>Trout Inn</p> <p>ADW advised the Board that she had a telephone assessment with the Scottish Land Fund and subsequent email communication asking additional questions on the project. SLF Stage 2 outcome due on 30th August 2019.</p>	ADW

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A discussion took place regarding what other options are open to this project if funding via the SLF is declined. The Board discussed tourism and the demand for a community pub.

BDT Launch

ADW confirmed Barrhill Development Trust and Youth Club Facebook pages are now live. The BDT website has yet to be completed and the Board discussed the option of publishing the BDT Minutes online and what actions could be taken to ensure confidentiality of a sensitive nature.

To conclude the Board voted to proceed and publish BDT Minutes once approved and to continue with the monthly summary report.

BDT Newsletter

ADW confirmed that the Q2 Newsletter has now been printed and is ready for circulation.

PLACE Project

ADW advised the Board that (*restricted information*) has annotated an OS Map with eight walks around Barrhill village to use as part of the Barrhill Welcome Pack and has contacted South Ayrshire Paths Initiative for some guidance on promotion.

JT stated that prior to any paths being finalised and published engagement with local landowners and landlords is done to safeguard access and ensure adherence to the Countryside Code.

Barrhill Skip

ADW advised the Board that (*restricted information*) had visited the BDT offices regarding more skips for the village. ADW spoke to South Ayrshire Council who confirmed that additional skips would be available at a charge of £317.00 per skip collection subject to availability. More information to be sent by SAC to ADW in this regard.

Martyrs' Tomb Access and Grass Cutting

Following visits to the BDT offices by (*restricted information*) the Board discussed access at length and agreed RB to search the contents of the BCIC files to try and track down any written agreement between the BCIC and (*restricted information*) regarding maintenance.

JT confirmed that Rachel Shipley of South Ayrshire Council has inspected and confirmed it as a core path. JT asked MB to request Liam Barry cut the the path at the market side. MB to action.

MB

Noticeboard & Hall Lighting

Hall Caretaker has requested the installation of a new noticeboard above the fire extinguishers.

Approved.

Hall Caretaker requested the installation of new ceiling lights in the main hall at a higher level so as not to interfere with the badminton and youth activities. After discussion it was unanimous to reject this request.

Rejected.

Community Scanner & Guillotine

(*Restricted information*) has requested the Board consider the purchase of a community printer, scanner/copier and guillotine for community use. After discussion a unanimous vote was taken to reject this request.

Rejected.

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	<p>Christmas Craft Show</p> <p>Correspondence received from (<i>restricted information</i>) asking for free hall hire for the Barrhill Christmas Craft Show due to be held on 7 December 2019. Discussed with the request that LB determines if entrance fee to Hall/classes and stall hire charges apply before a final decision made.</p>	LB
7.	<p>Any Other Business</p> <p>AGM</p> <p>The Board discussed and agreed that the date of the AGM will be determined by the date the annual accounts are finalised. MB to chase accountants. MB to action.</p> <p>Christmas Lights</p> <p>PM asked the Board if any communication has been received from the Barrhill Community Council regarding Christmas lights.</p> <p>First Aid Course</p> <p>LB advised the Board that she is willing to organise a First Aid Course for training for Hall staff, youth volunteers and any member of the community who wishes to attend. The Board expressed its support. LB to advise on costings. LB to action.</p> <p>AW and ADW left the meeting at this stage.</p> <p>Action Plan</p> <p>RB advised the Board that he had reviewed the last Community Action plan and broken down the information into what has been achieved (or on-going) and the remaining areas for consideration. RB suggested a questionnaire is sent out with the Q3 edition of the BDT newsletter to gather the views of the community with a prize draw to encourage response. The responses can then be used as a gauge and possibly mandate for future projects.</p> <p>The Board discussed this idea with particular reference to the sale of Scotts Garage and the time constraints involved in organising any community approval prior to buying property. The Board agreed for RB to liaise with ADW to formulate a questionnaire for inclusion in Q3 Newsletter. RB to action.</p> <p>Gravel</p> <p>RB advised the Board that a fresh layer of gravel is needed near Annie's bench to cover the membrane that is showing through. MB suggested a tidy-up of the area where the skip is sited. RB/MB to action.</p> <p><i>Approved.</i></p>	MB LB RB RB RB
8.	<p>Correspondence</p> <p>None</p>	
9.	<p>Date and Time of Next Meeting</p> <p>Barrhill Development Trust Meeting on Wednesday 11th September 2019 at 7pm.</p>	