

Barrhill Development Trust

Scottish Charitable Incorporated Organisation
Charity No. SCO49162



Board Meeting No 11 Wednesday 15 January 2020 Barrhill Memorial Hall at 7.00pm

Present: Johnnie Thomson (JT) – Chairman, Richard Brown (RB) – Vice Chairman, Mark Bradshaw (MB) – Treasurer, Laura Brown (LB) - Secretary, Jenny Murray (JM), Kassie Farmery (KF), Pearl McGibbon (PM)

CI Representatives: Amy-Dee Watson (ADW)

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

1.	Apologies None	Action
2.	Confirm notice and Quorum Sederunt noted as above	
3.	Declarations of Interest RB (Barrhill Bowling Club) MB (Barrhill Bowling Club) JT (Barrhill Scout Group and Barrhill CC) LB (Barrhill Flower Show) KF (Barrhill Playgroup and Barrhill Scout Group)	
4.	Approval of Minutes Approval of Minutes from Meeting No.10 held on Wednesday 18 December 2020: Approved - RB Seconded – PM Matters Arising Defibrillator at Doctor's Surgery ADW advised the Board that she has yet to check if the defibrillator located at Barrhill's Doctors Surgery is registered on-line. ADW to action. Outdoor Storage JT advised the Board that (<i>restricted information</i>) have started work on the storage container installation at the Memorial Hall. Gravel – Annie Clark Memorial Garden MB advised the Board that three tons of gravel has been delivered but that a further 10/15 tons is required to finish the job. MB to order underlay for installation prior to more gravel being ordered. MB to action.	ADW MB

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	<p>Martyrs' Tomb Bridge</p> <p>KF advised the Board that she had not contacted Solicitors regarding where liability rests for the Martyrs' Tomb Bridge with ADW confirming she had received email communication from Rachel Shipley, Outdoor Access Officer at South Ayrshire Council confirming (<i>restricted information</i>) are joint owners of Martyrs' Tomb Bridge and that the bridge was erected by South Ayrshire Council and SAC has undertaken maintenance work on the bridge as and when required. R Shipley states she is organising an inspection by SAC to be undertaken. The Board discussed the Council maintaining the bridge and that public liability therefore rests with them. ADW to write to SAC stating that following this email the assumption is therefore made that SAC hold responsibility for public liability insurance.</p> <p>The Board further discussed the issue of walks and pathways to Martyrs' Tomb and other parts of Barrhill and the grass cutting/strimming work undertaken by Liam Barry and where public liability would rest in the event of an issue or accident. After lengthy discussion and bearing in mind liability may fall personally on the Directors of the Board, ADW to write to SAC and contact Solicitors to ask for clarification on Core Path liability and how this would be impacted by multiple ownership and any works undertaken by the BDT. ADW to action.</p> <p>The Board further discussed how public liability issues are having a detrimental effect on a number of communities and Forestry Commission areas and that careful consideration is given to this subject going forward.</p> <p>Garden Maintenance Programme</p> <p>ADW confirmed that the new Garden Maintenance Programme application form has now been posted to the BDT website.</p> <p>Residents Welcome Pack</p> <p>ADW confirmed work is still progressing on the Residents' Welcome Pack. ADW to action.</p> <p>BCIC Office Paperwork and Filing Cabinets</p> <p>MB confirmed to the Board that this job continues with RB offering assistance if required. MB/RB to action.</p> <p>Station Car Park</p> <p>MB advised the Board that a letter from South West Scotland Community Rail Partnership has been received, thanking the Board for their support. ADW to request cycle parking facilities be requested for inclusion in the plans. ADW to action.</p> <p>Board Directors</p> <p>JT confirmed an advertisement to be published for two new Directors for the BCIC/BDT Boards.</p> <p><i>(Restricted information)</i> – Heating System</p> <p>LB confirmed to the Board that she has a letter to hand deliver to (<i>restricted information</i>) together with information regarding grants/heating installation services available to individuals.</p> <p>Memorial Hall Door</p> <p>MB advised the Board that the Memorial Hall Door pin code has yet to be changed. MB to action.</p>	<p>ADW</p> <p>ADW</p> <p>MB/RB</p> <p>ADW</p> <p>MB</p>
5.	<p>Finance</p> <p>MB presented the Financial Report to the Board.</p>	

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<p>6.</p>	<p>Creetown Initiative</p> <p>Community Action Plan Questionnaire</p> <p>ADW presented a report on the results of the Community Action Plan Questionnaire to the Board, outlining the summary and priorities identified from the responses.</p> <p>The Board discussed at length the terms of actions based on the results and the priorities resulting from the data and explored various options open to the community. The Board discussed (<i>restricted information</i>). LB to contact Shepheds to determine the best point contact. LB to action.</p> <p>The Board discussed the provision of walking, riding and cycling routes, outdoor gym equipment and running track. The Board decided by unanimous vote not to create walking paths due to potential liability issues.</p> <p>The Board discussed the results in relation to the purchase of derelict and domestic residential properties. AW suggested the Board may like to re-visit this subject with the community if and when future properties become available.</p> <p>The Board discussed the option of having an electric car charging point installed in the car park with further information to be gathered for review.</p> <p>The Board discussed the subject of community-wide energy schemes and how this could be implemented and what limitations may be placed on the use of wind farm funds. The Board explored the idea of hosting an energy saving event in the Memorial Hall for Barrhill residents to attend. AW/ADW to draw up ideas and Board Directors to put forward suggestions. All to action.</p> <p>Garden Maintenance Programme</p> <p>ADW confirmed the new Garden Maintenance Programme Application Form is now available on the BCIC website.</p> <p>Solar Panels</p> <p>ADW advised the Board that the SPEN Green Economy Fund grant letter has been sent to Local Energy Scotland and that necessary information required to kick-start the solar panel installation has been sent to Emtec.</p> <p>ADW has received information from Emtec regarding re-installing the car park solar panels onto a stronger structure and circulated the technical specifications for the solar panels to the Board. After discussion the Board requested ADW get costings for the replacement structure. ADW to action.</p> <p>Trout Inn</p> <p>ADW confirmed that the staff advertisement has gone live on the Morning Advertiser and will be in 4 publications. To date six applications have been received with the Board requesting advertisement now to be placed in the Ayrshire Post and Wigtown Free Press and on-line on the BDT website and on Indeed.com. ADW to action.</p> <p>Hall Caretaker</p> <p>The Board discussed and agreed to advertise for a part-time Hall Caretaker 10 per week, flexible with additional hours as and when required. ADW to action.</p> <p>ADW advised the Board that one grey table from the Hall and an inkjet printer from the BCIC office has gone missing. (<i>See Addendum</i>). The Board discussed security of the Memorial Hall, access by key to the BCIC office and what additional security should be put in place to safeguard the building and assets. MB to speak to Hall Caretaker regarding security of the building and office. MB to action.</p>	<p>LB</p> <p>CI & Board</p> <p>ADW</p> <p>ADW</p> <p>ADW</p> <p>MB</p>
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	<p>Bowling Club Pavilion</p> <p>ADW outlined the findings of an initial site visit by (<i>restricted information</i>) with initial idea of costs and works to replace the current building. A unanimous vote was taken to proceed and to request a proper costing be drawn up for the Board to review. ADW to action.</p> <p>Fibre Broadband</p> <p>ADW advised the Board that she has sent an email to each person who registered an interest and advising them of the costs and that the BDT are unable to proceed with this project. The information also put on-line and will be in the next BDT Newsletter.</p> <p>Biosphere</p> <p>ADW advised the Board that Nic Coombey PLACE in the Biosphere Project Officer met with ADW and RB to discuss potential Barrhill options. In view of the Board's decision not to proceed with any path/walkway projects in view of public liability issues ADW to contact Nic Coombey to advise of this decision. ADW to action.</p> <p>ADW informed the Board that Nic Coombey is organising Dr Mark Jardine to come to Barrhill on the last Sunday of March or first Sunday in April to host a talk on the Covenanters and local history.</p> <p>Board Vacancies</p> <p>ADW advised the Board that she has created a new BDT Board Membership Application Form which will be available via the BDT website.</p> <p>New Community Group</p> <p>ADW advised the Board that (<i>restricted information</i>) had approached the BDT with an idea of forming a new community group focused on resource sharing, upcycling, green projects etc. The Board discussed the concept and status i.e. if this is to be a constituted group. ADW to contact (<i>restricted information</i>) to pass on the Board's offer of support and good luck. ADW to action.</p> <p>Creetown Initiative – Contract</p> <p>AW requested the Board discuss and agree as to whether or not the contract with Creetown Initiative should be extended beyond its end-May 2020 deadline and if so, in what form.</p> <p>AW and ADW left the meeting at this stage – 21.00.</p>	<p>ADW</p> <p>ADW</p> <p>ADW</p>
7.	<p>Any Other Business</p> <p>Trout Inn – Sub-Committee Report from Richard Brown</p> <p>RB informed the Board that to date six applications had been received for The Trout Management Team.</p> <p>RB advised the Board that (<i>restricted information</i>) had been approached to quote for drawing up of detailed floor plans sufficient for building warrant application. After lengthy discussion the Board unanimously voted to engage the services of (<i>restricted information</i>). RB to action.</p> <p>The Board then discussed and agreed to a proposed layout for the upper floors of The Trout Inn, including landlord accommodation on the first level and 4 accommodation rooms on the second level, and the necessity to engage the services of a structural engineer if required.</p> <p>The Board agreed for LB to contact a specialist surveyor for an asbestos survey to be done. LB to action.</p>	<p>RB</p> <p>LB</p>

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	<p>RB advised the Board that a clearance of all unwanted fixtures and fittings should be done at the earliest opportunity. RB to action.</p> <p>The Board discussed various 'themed' ideas for The Trout Inn with RB stating that a discussion with the Scottish Land Fund to clarify expectations should take place.</p> <p>Burns Supper & Temporary Licenced Bar in Memorial Hall</p> <p>MB advised the Board the BDT is hosting the Burns Supper on 25 January 2020 in the Memorial Hall and that he has applied for licences for every other weekend, Saturday and Sunday afternoons from 2pm until 8pm until the end of March 2020 for a Licenced Bar to be hosted in the Memorial Hall whilst The Trout Inn is closed for renovation.</p> <p>Club Hall Hire Fees</p> <p>Following an email received from (<i>restricted information</i>), the Board discussed and agreed by unanimous vote that the Barrhill Coffee Morning and the Barrhill Youth Club should be exempt from Hall hire fees. All other Clubs, who have access to other funding via Carrick Futures should continue to pay the hall hire fees.</p> <p>Creetown Initiative – Contract</p> <p>The Board discussed and agreed not to extend the CI contract beyond its expiry at the end of May 2020. It was also discussed and agreed that there was no requirement for CI to train or do a hand-over with any replacement Project Worker. The Board agreed that it was crucial to start a search for an individual with suitable skillset to undertake this role as a matter of urgency. RB to create a comprehensive job description for a Development Officer. RB to action.</p> <p>BDT Membership Application</p> <p>JT has received a BDT Membership application form from (<i>restricted information</i>).</p> <p><i>Unanimous vote of approval.</i></p> <p>BDT Secretary</p> <p>Turcan Connell to be advised of the change from Pauline Hewitt to Laura Brown as Secretary. LB to action.</p> <p>Boundary Hedge at Memorial Hall</p> <p>JT to advise (<i>restricted information</i>) to remove the second half of the boundary hedge at the Memorial Hall whilst groundworks are being done. JT to action.</p> <p>First Aid Course Certificates</p> <p>KF requested copies of the First Aid Course certificates from LB, following the recent First Aid Course. LB to action.</p> <p>Village Planters</p> <p>PM has spoken to (<i>restricted information</i>) regarding the village planters project and arrangements are in hand regarding sourcing suitable plants for spring.</p>	<p>RB</p> <p>RB</p> <p>RB</p> <p>LB</p> <p>JT</p> <p>LB</p>
8.	<p>Correspondence</p> <p>MB has received correspondence regarding change of ownership for power supply for The Trout Inn – passed to RB for his attention.</p>	

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9.	Date and Time of Next Meeting Barrhill Development Trust Meeting on Wednesday 12 th February 2020 at 7pm.	
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ADDENDUM

Point 6, Hall Caretaker

Following the meeting, RB notified the Board that the missing items have now been traced.