

# Barrhill Development Trust

Scottish Charitable Incorporated Organisation  
Charity No. SCO49162

**Board Meeting No 15**  
**Thursday 1 October 2020**  
**Zoom Meeting at 7.00pm**

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

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

1.	<b>Apologies</b> Jenny Murray (JM)	<b>Action</b>
2.	<b>Confirm notice and Quorum</b> Sederunt noted as above	
3.	<b>Declarations of Interest</b> JT (Barrhill Scout Group and Barrhill CC) LB (Barrhill Flower Show) KF (Barrhill Playgroup and Barrhill Scout Group) PM (Barrhill CC)	
4.	<b>Approval of Minutes</b> Approval of Minutes from Meeting No.14 held on Thursday 3 September 2020:  Approved - RB Seconded – LB  <b>Matters Arising</b>  <b>Memorial Hall Door</b>  LB confirmed that she has yet to arrange the pin number change to Memorial Hall Door. LB to action.  <b>Missing Items from Memorial Hall</b>  RB advised the Board he has yet to return the grey table located in the Bowling Club Pavilion to Memorial Hall. RB to action.  <b>Paths/Walkways &amp; Martyrs' Tomb Walk</b>  LB advised the Board that she is having a telephone conversation with ( <i>restricted information</i> ), McKinstry, Ayr regarding path/walkway public liability on Martyrs' Tomb plus the remedial repairs already completed, and will be asking for written confirmation of same. LB to action.  <b>Satellite Dish</b>  MB advised the Board he has contacted ( <i>restricted information</i> ) regarding installation of a satellite dish at the Memorial Hall with a site inspection booked for 2 October 2020. MB to action.	

# Barrhill Development Trust

<p><b>Roof Repairs – Memorial Hall</b></p> <p>The Board discussed and agreed that a contractor be found to undertake remedial repairs to the Memorial Hall roof. JT/MB to action.</p>	<p>JT/MB</p>
<p><b>Storage Facilities at Memorial Hall and Hall Contents</b></p> <p>The Board advised that a full inventory and security tagging exercise has yet to be conducted for all assets currently held in the Hall, BCIC Office and in use by the Village Handyman. Board to action.</p>	<p>All Directors</p>
<p><b>PVG Application – S Redman</b></p> <p>KF confirmed that the relevant forms are being sent out regarding the PVG application for (<i>restricted information</i>) to continue to interview stage. The Board discussed and agreed that as any PVG licence was granted for a specific period of time, this particular application would not be actioned until the Youth Group re-started. KF to oversee application process.</p>	
<p><b>Trout Inn – Sub-Committee Report from Richard Brown</b></p> <p>RB advised the Board he has received the engineers' report via the Architect and South Ayrshire Council have requested an Environmental Report on the property. Having spoken to the previous owner RB confirms no such report exists and has therefore asked the Architect to confirm what needs to be done in this regard and why such a report is needed. RB to follow up/action.</p>	<p>RB</p>
<p><b>Health &amp; Safety Equipment/Covid 19</b></p> <p>After circulating options via email to the Board, it was discussed and unanimously agreed to purchase various items of health &amp; safety equipment including sensor Hand Sanitiser station for installation in the Memorial Hall. LB to action.</p>	<p>LB</p>
<p><b>Project Development Officer</b></p> <p>RB confirmed that a first draft of the revised Project Development Officer advertisement has been created and has been reviewed by LB. LB to edit and agree final draft with RB. LB to action.</p>	<p>LB</p>
<p><b>2020 Fireworks Display</b></p> <p>LB advised the Board of a telephone conversation with South Ayrshire Council's Environmental Health Department with the conclusion that there is no way that the Board would be able to police any display safely within the current Covid19 guidelines. It was discussed and agreed that this year's display would therefore be cancelled. MB to confirm with Display Organiser that the Board is cancelling. MB to action.</p>	<p>MB</p>
<p>RB agreed to post this cancellation information on social media. RB to action.</p>	<p>RB</p>
<p><b>Office Laptop and Printer</b></p> <p>After circulating options via email to the Board, it was discussed and unanimously agreed to purchase new laptop (plus case) and printer. LB to action.</p>	<p>LB</p>
<p><b>Kilgallioch Windfarm Zoom Meeting</b></p> <p>LB and JT advised the Board of the findings from the Kilgallioch Community Benefit Company (KCBC) zoom meeting held on 10 September 2020.</p> <p>KCBC is to commission a consultant to review the Fund to assess the overall functioning and effectiveness of the fund distribution and use going forward.</p>	

# Barrhill Development Trust

	<p>LB highlighted the emphasis put on Community Action Plans and therefore after discussion it was agreed to re-visit the Barrhill Community Action Plan in conjunction with the Local Survey conducted by Creetown Initiative and choose a number of items that can be completed in a timely manner. The Board also discussed and agreed that a clear financial breakdown was required and expected by the KCBC on projects i.e. The Trout Inn. It was agreed that LB and RB to review the relevant Action Plan and Survey and report back. LB and RB to action.</p> <p><b>Gravel Area – Arnsheen Park</b></p> <p>RB confirmed to the Board that he has spoken to Liam Barry regarding the issue with the gravel area in Arnsheen Park. RB advises that the Liam Barry needs to attend two spraying courses in Ayr with RB asking Liam Barry to book these. The Board discussed the contract of employment currently held by (<i>restricted information</i>) with a unanimous vote for continuation. The Board discussed how supervision of the (<i>restricted information</i>) needs to be tightened up in future. LB to speak to Solicitors regarding renewal of contract of employment. LB to action.</p> <p>KF advised the Board that having been in touch with Ayrshire Road Alliance they have given permission for the Village Handyman to clear the gullies in the paths. KF to forward emails to the Board from Ayrshire Road Alliance. KF to action.</p>	<p>LB/RB</p> <p>LB</p> <p>KF</p>
5.	<p><b>Finance</b></p> <p>MB presented the Financial Reports submitted for September 2020.</p>	
7.	<p><b>Any Other Business</b></p> <p><b>BCIC &amp; BDT Websites</b></p> <p>The Board discussed and agreed by unanimous vote to continue to run the two websites (BCIC &amp; BDT) as separate entities with annual charges now paid by the BCIC and BDT for both. A link to be created between both websites. (<i>Restricted information</i>) to be advised of this funding and request for link.</p> <p>(<i>Restricted information</i>)</p> <p>LB to discuss the contract of employment relating to the (<i>restricted information</i>) with (<i>restricted information</i>), McKinstrys. LB to action.</p> <p><b>Board email Protocol</b></p> <p>RB suggested that in future any information or email notifications/messages sent between Directors on any subject be copied to the <a href="mailto:barrhilldevtrust@gmail.com">barrhilldevtrust@gmail.com</a> email box. By doing this all information is being circulated to all Directors and held as a central resource for reference. All Directors to action.</p> <p><b>Transfer of Funds</b></p> <p>The Board discussed and agreed to a transfer of funds from the BCIC account to the BDT account to cover anticipated costs for The Trout Inn refurbishment. A full breakdown of costings to be drawn up using existing quotes (windows etc), before transfer is made in view of the anticipated funding audit that may take place in the future. MB/LB/JT to action.</p> <p><b>Christmas Hampers</b></p> <p>The Board discussed and agreed that as no Senior Citizens Christmas Dinner was planned for this year a Christmas Hamper would be delivered instead. After discussion it was agreed that Directors would forward Christmas Hamper ideas to LB for ideas. PM kindly agreed to donate a jar of jam for each hamper.</p>	<p>LB</p> <p>All Directors</p> <p>MB/LB/JT</p>

# Barrhill Development Trust

	<p><b>Station Car Park</b></p> <p>Following a request from the South West Scotland Community Rail Partnership received in 2019 and the community voting to agree to £20,000 funding at the BCIC AGM on 20 November 2019 for parking spaces at Barrhill Train Station. The Board has yet to receive confirmation of other matched funding from Lynne Wilson. RB to check office files for further information and report back to Board. RB to action.</p> <p><b>AGM</b></p> <p>The Board discussed the necessity of holding the BDT AGM, and how the community can be up-dated on the Board's progress during Covid19. It was agreed that RB to contact DTAS to determine how other communities are handling the situation and report back. RB to action.</p> <p><b>Children's Halloween Pumpkin Competition</b></p> <p>In view of Covid19 KF suggested the Board finance a kid's pumpkin carving competition. The Board unanimously voted in agreement. KF to action.</p> <p><b>Remembrance Sunday Poppy Wreath</b></p> <p>The Board discussed and agreed to the purchase of a Remembrance Poppy Wreath on behalf of the community.</p>	<p>RB</p> <p>RB</p> <p>KF</p>
8.	<p><b>Correspondence</b></p> <p>JT advised the Board that he had received a telephone call from (<i>restricted information</i>) complaining about the size of the skip lorry delivering to The Trout Inn site and damage caused (front wheel turning point).</p>	
9.	<p><b>Date and Time of Next Meeting</b></p> <p>Barrhill Development Trust Meeting on Wednesday 4<sup>th</sup> November 2020.</p>	

# Barrhill Development Trust

	Sep-20		
	09-Sep	BDT	Business
		Npower	
		Electric	£459.40
		Total Spent	<u>£459.40</u>
		Total	£126,472.03