

# Barrhill Development Trust

Scottish Charitable Incorporated Organisation  
Charity No. SCO49162

**Board Meeting No 17**  
**Wednesday 2 December 2020**  
**Zoom Meeting at 7.00pm**

In Attendance: Johnnie Thomson (JT) – Chairman, Richard Brown (RB) – Vice Chairman, Laura Brown (LB) - Secretary, Mark Bradshaw (MB) – Treasurer, 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> None	<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.16 held on Wednesday 4 November 2020:  Approved - LB Seconded – RB  <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 has still to make contact with a specialist solicitor at ( <i>restricted information</i> ) to review the situation regarding path/walkway public liability on Martyrs' Tomb (plus the remedial repairs already completed). LB to action.  <b>Satellite Dish</b>  MB advised the Board that ( <i>restricted information</i> ) has conducted a site inspection and confirmed the cost of a satellite dish and installation will be ( <i>restricted information</i> ). The Board unanimously voted to approve this installation. MB to action.	<b>LB</b>  <b>RB</b>  <b>LB</b>  <b>MB</b>

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<p><b>Roof Repairs – Memorial Hall</b></p> <p>JT confirmed he had contacted (<i>restricted information</i>) regarding the issues with the Memorial Hall roof but that he was extremely busy. JT confirmed if (<i>restricted information</i>) is unavailable he will find another contractor to assist with the repairs. JT to action.</p> <p>RB mentioned issues with the office and kitchen windows/areas therefore JT to inspect and report back. JT to action.</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><b>Health &amp; Safety Equipment/Covid 19/Laptop</b></p> <p>LB advised the Board she has been unable to purchase the Health &amp; Safety equipment and laptop, printer &amp; bag as agreed as she has no access to the bank card. MB/LB to resolve to enable equipment to be purchased. LB confirmed there is an existing stock of PPE in the BCIC office.</p> <p><b>Review of Community Action Plan and Village Survey</b></p> <p>RB and LB confirmed they are still 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 discussed and agreed that all Directors to review these documents and report back on their choice of items for taking forward. All Directors to action.</p> <p><b>Clean of Village Gullies</b></p> <p>KF advised the Board that she had forwarded emails received from Ayrshire Road Alliance regarding cleaning of the village gullies, but a number of Directors said they had not received them. KF to re-send emails to Board. KF to action.</p> <p><b>Transfer of Funds &amp; Killgallioch Report</b></p> <p>JT confirmed that a review of costings for the Trout Inn refurbishment to enable sufficient funds to be transferred from the BCIC to the BDT has been partially completed in view of the breakdown required by the Killgallioch Report currently being generated by JT and MB. The Board discussed what information is needed with MB confirming he had spoken with (<i>restricted information</i>) of the Killgallioch Community Fund to determine what is required. MB to continue with submission and report back to the Board. MB to action.</p> <p><b>Station Car Park</b></p> <p>MB confirmed the sum of (<i>restricted information</i>) has been paid to the South West Scotland Community Rail Partnership for Barrhill Station Car Park works. RB to chase invoice and receipt from (<i>restricted information</i>). RB to action.</p> <p><b>BDT AGM</b></p> <p>RB advised the Board that he has yet to draft a community email/letter regarding the BDT AGM. RB to action. RB confirms that the community needs 14 days' notice of said AGM, it will take place in January 2021. RB to action.</p> <p><b>Christmas Hampers</b></p> <p>RB confirmed an order for 140 Christmas Hampers had been placed with (<i>restricted information</i>) and delivery is due within 5 to 7 days.</p>	<p>JT</p> <p>JT</p> <p>All Directors</p> <p>MB/LB</p> <p>All Directors</p> <p>KF</p> <p>MB</p> <p>RB</p> <p>RB</p>
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	<p><b>Winter Fuel Payment</b></p> <p>JT confirmed to the Board all Winter Fuel Payment cheques have been processed and ready for delivery/collection.</p> <p>RB raised the issue of the BCIC Members' renewals and will review the membership records and action where necessary. RB to action.</p> <p><b>Internal Audit</b></p> <p>LB informed the Board that she is scheduling a zoom meeting with <i>(restricted information)</i>, in order to arrange for the Internal Auditor to be appointed to undertake a full audit of the BCIC/BDT to ensure compliance. LB to action.</p> <p><b>2020 Remembrance Wreath</b></p> <p>The Board confirmed a poppy wreath was laid on behalf of the BCIC &amp; BDT at the Barrhill War Memorial.</p> <p><b>Village Christmas Tree</b></p> <p>The Board confirmed a Christmas tree has been purchased and erected at the Memorial Hall.</p>	<p>RB</p> <p>LB</p>
5.	<p><b>Finance</b></p> <p>MB presented the Financial Reports for November 2020</p>	
7.	<p><b>Any Other Business</b></p> <p><b>Trout Inn – Sub-Committee Report from Richard Brown</b></p> <p>RB advised the Board that small revisions to the application were made three weeks ago after consultation with South Ayrshire Environment Officers. RB has tried to contact SAC and <i>(restricted information)</i> – but been unable to speak. RB to chase up-date. RB to action.</p> <p>Following the clearance of the Trout Inn, RB confirms there is some furniture left and this will be offered to the village on a first come first served basis with photographs published on-line. RB to action.</p> <p><b>Fire Alarm Sets</b></p> <p>RB informed the Board that by February 2022, Scottish Law requires every house to have a connected fire alarm system and carbon monoxide detector. After discussion and unanimous vote of agreement the Board will provide a set of alarms in the sum of <i>(restricted information)</i> per household for all homeowners who require it.</p> <p>The Board confirmed those renting houses should have had the necessary alarms installed by their Landlord and for those homeowners who have already installed a compliant alarm they will receive a payment equivalent of the above set, on the submission of documentary proof of installation. Residents will be informed of this programme in the Q4 BCIC/BDT Newsletter with registration via the BCIC mailbox to gauge numbers. RB to action.</p> <p>LB to contact South Ayrshire Council to confirm Council properties have/will receive them. LB to action.</p>	<p>RB</p> <p>RB</p> <p>RB</p> <p>LB</p>

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	<p><b>Amazon Vouchers</b></p> <p>KF to create a list of children resident in Barrhill for the purpose of purchasing the Amazon gift vouchers for inclusion with the Christmas Hampers. KF to action.</p> <p><b>Q4 Newsletter</b></p> <p>The Board discussed and agreed to the draft Q4 Newsletter circulated and confirmed 160 to be ordered via J&amp;B Print.</p> <p><b>Monthly Summaries &amp; BDT Minutes</b></p> <p>The Board discussed and agreed to the publication of the monthly summaries and BDT Minutes for September, October and November 2020.</p> <p><b>Draft Accounts 2020</b></p> <p>MB confirmed he had circulated the draft accounts via email, however a number of Directors had not received them. Re-sent by RB and all Directors to review. All Directors to action.</p>	<p><b>KF</b></p> <p><b>All Directors</b></p>
8.	<p><b>Correspondence</b></p> <p>None</p>	
9.	<p><b>Date and Time of Next Meeting</b></p> <p>Barrhill Development Trust Meeting on Wednesday 6<sup>th</sup> January 2021.</p>	