

# Barrhill Development Trust

Scottish Charitable Incorporated Organisation  
Charity No. SCO49162



**BARRHILL**  
Development  
Trust  
Registered Scottish Charity, SCO49162

## Board Meeting No 26 Wednesday 25 August 2021 Barrhill Memorial Hall @ 7.00pm

**Attending:** Johnnie Thomson (JT) – Chairman, Richard Brown (RB) – Vice Chairman, Mark Bradshaw (MB) – Treasurer, Pearl McGibbon (PM), Collette Bailey (CB), Liz Ottaway (LO)

Quorate: Meeting will be declared quorate with a minimum number of 5 trustees present.

1.	<b>Apologies</b> Laura Brown (LB) Kassie Farmery (KF)	<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)  JT asked CB and LO for any Declarations of Interest to be stated – <i>none noted by either individual.</i>	
4.	<b>Approval of Minutes</b> Approval of Minutes from Meeting No.25 held on Tuesday 27 July 2021:  Approved - PM Seconded – RB  <b>Matters Arising</b>  <b>Memorial Hall Door</b>  LB has yet to arrange the pin number change to Memorial Hall Door. LB to action.  JT advised the Board that the BCIC/BDT office door locks are being changed to a digital system for on-going security and access limited to authorised personnel only.  The Board discussed and agreed for LO to approach ( <i>restricted information</i> ) and request a handover document be drawn up highlighting all necessary responsibilities i.e. water test, defibrillator test, fire alarms test etc. LO to action.	<b>LB</b>          <b>LO</b>



## Appointment of McKinstrys

JT confirmed to the Board that (*restricted information*) has taken over full secretariat duties on behalf of the BCIC/BDT.

## Village Skips

JT requested the subject of the reinstatement of communal skips be removed.

## Community Car Park – Solar Panels

RB advised the Board that in view of no quote for replacing the solar panels and solar panel structure in the car park being forthcoming from the organisation initially contacted; RB has approached a new company with a site visit scheduled for week commencing 30 August 2021. RB has requested a cost for the installation of an electric car charging point be included in their quotation.

CB asked the Board for clarification on the process used in obtaining quotes to show due diligence in appointing contractors with JT confirming three quotes are initially sought but not always possible. RB confirmed that the BCIC and BDT Board of Directors can clearly demonstrate compliance.

## Audit of Tools and Equipment

JT advised the Board that Foundation Scotland will be conducting a full audit of tools and equipment.

JT confirmed the current location of Trout Inn kitchen equipment and confirmed it is to be returned to its correct location. JT/RB to action.

MB confirmed that all tools are now stored in the Memorial Hall storage container with RB to chase up electrical supply. RB to action.

MB queried whether or not fuel in containers could be stored in the container with the request that MB contact the insurers to clarify insurance requirements. MB to action.

## Memorial Hall – Fire Alarms

JT advised the Board that JT, RB, Village Handyman and Hall Caretaker have been briefed on the operation of the Memorial Hall Fire Alarms system.

## Co-Opted Directors

The Board unanimously voted for the following two individuals to be co-opted onto the BCIC and BDT Boards of Directors (until the next BCIC and BDT AGMs are held) with immediate effect:

Collette Bailey  
Liz Ottaway

## Project Development Officer - Vacancy

RB confirmed to the Board that four applications had been received for the Project Development Officer role. RB to circulate CVs to Board for review.

JT/RB

RB

MB



	<p>CB to assist with short list drawn up against job description. CB to action.</p> <p>The decision made to proceed with advertising in local press, social media, Village Shop and Noticeboard to be made following a review of candidates currently registered.</p> <p><b>Foundation Scotland – Appointment</b></p> <p>The Board confirmed a meeting had taken place with <i>(restricted information)</i>, Foundation Scotland with the outcome of which the Board agrees to appoint Foundation Scotland to audit current arrangements and produce recommendations of models of delivery.</p>	<b>CB</b>
5.	<p><b>Finance</b></p> <p>MB presented an accounting breakdown for August 2021.</p>	
6.	<p><b>Any other Business</b></p> <p><b>Staff Issue</b></p> <p>Following a full discussion the Board confirmed an on-going staff issue had been resolved. RB to action necessary follow-up.</p> <p><b>Newsletter</b></p> <p>The Board discussed and agreed to the publication of a brief BCIC/BDT newsletter to be issued as soon as possible.</p> <p><b><i>(Restricted information)</i> – Strimmer Head Replacement</b></p> <p>The Board discussed and unanimously agreed to fund the purchase of a replacement strimmer head in the sum of <i>(restricted information)</i> for <i>(restricted information)</i>. MB to action.</p> <p><b>Martyrs’ Tomb – Grass Strimming</b></p> <p>It was discussed and agreed to request the Village Handyman to strim the grass from the sides of the path from the bridge in the middle of the village up towards the monument - ending opposite the end of the Galloway’s garden. RB/MB to action.</p> <p><b>Bowling Green – Mowing</b></p> <p>It was discussed and agreed that the Village Handyman to start mowing the Bowling Green from week commencing 30 August 2021. RB/MB to action.</p> <p><b><i>(Restricted information)</i> – Wedding Reception</b></p> <p>Following a request received from <i>(restricted information)</i> regarding hire of the Barrhill Memorial Hall for 35 guests, it was agreed for MB to check with <i>(restricted information)</i> the maximum volume/occupancy due to fire regulations and insurance for both meeting rooms. MB to action.</p>	<b>RB</b>     <b>MB</b>     <b>RB/MB</b>     <b>RB/MB</b>     <b>MB</b>

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	<p>LO advised the Board of a request from St Colmon Church to resume use of the Barrhill Memorial Hall for Church Services.</p> <p><b>Community Pubs – Review</b></p> <p>After discussion the Board requested CB review information regarding community public houses and how they operate and report back to the Board. CB to action.</p>	<b>CB</b>
7.	<p><b>Correspondence</b></p> <p>Following communication received from <i>(restricted information)</i> regarding the installation of a smart meter at the public toilets it was agreed the BDT to check meter status/compatibility and rate of meter. RB to action.</p> <p>Following communication received from <i>(restricted information)</i> and the Board's subsequent discussion, it was agreed LO to approach the Dalrymple Shop Manager to investigate the possibility of Barrhill having a regular mobile Post Office service as currently supplied to Colmonell. LO to action.</p> <p>Following communication received from <i>(restricted information)</i> regarding <i>(restricted information)</i> and lengthy discussion on what approaches the Board have made historically, it was agreed that RB to draft a further written communication to <i>(restricted information)</i> to gauge current situation and report back. RB to action.</p> <p>Following communication received from <i>(restricted information)</i> regarding when the BCIC &amp; BDT AGMs were going to be held, the Board confirmed that the financial accounts were needed to be completed prior to any AGM with RB to liaise with Accountants and Foundation Scotland in this regard. RB to action.</p> <p>Following communication received from <i>(restricted information)</i> of <i>(restricted information)</i> regarding the Whithorn Way, PM to contact <i>(restricted information)</i> to discuss the Martyrs' Tomb Walkway and report back to the Board. PM to action.</p>	<b>RB</b> <b>LO</b> <b>RB</b> <b>RB</b> <b>PM</b>
8.	<p><b>Date and Time of Next Meeting</b></p> <p>Barrhill Development Trust Meeting on Wednesday 22 September 2021 at 7pm.</p>	