

Barrhill Development Trust

Scottish Charitable Incorporated Organisation
Charity No. SCO49162



BARRHILL
Development
Trust
Registered Scottish Charity, SCO49162

Board Meeting No 28 Wednesday 20 October 2021 Barrhill Memorial Hall @ 7.00pm

Attending: Johnnie Thomson (JT) – Chairman, Richard Brown (RB) – Vice Chairman, Laura Brown (LB) – Secretary, Kassie Farmery (KF), Pearl McGibbon (PM), Collette Bailey (CB), Liz Ottaway (LO), Martin Rennie (MR)

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

1.	Apologies Siobhan Jarvie, Scottish Power Renewables Mark Bradshaw (MB)	Action
2.	Confirm notice and Quorum Sederunt noted as above	
3.	Declarations of Interest In view of Mr Martin Rennie attending his first meeting as a co-opted BCIC Director, JT requested MR's declaration of interests, herewith noted below: JT (Barrhill Scout Group and Barrhill CC) LB (Barrhill Flower Show) KF (Barrhill Playgroup and Barrhill Scout Group) PM (Barrhill CC) MR (Barrhill Bowling Club)	
4.	Approval of Minutes Approval of Minutes from Meeting No.27 held on Wednesday 22 September 2021: Approved - LO Seconded – PM Matters Arising RB to confirm The Trout Inn kitchen equipment has been returned to its correct location. RB to action. JT advised the Board the Insurers have clarified insurance requirements for storing fuel in the Memorial Hall storage containers as limited to 5 litres of flammable liquid per single Container. MR drew the attention of the Board to an email he circulated giving details of a lockable Fireproof Storage and Chemical Cupboard.	RB

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	<p>MR stated the Cupboard could be used to store all flammable products and could be sited beside one of the storage containers and fixed to the concrete base at a cost of approximately £300.00. The Board discussed Insurers' concerns and whether such a cupboard would satisfy their requirements with RB to contact Insurers to discuss. RB to action.</p> <p>RB confirmed verbal confirmation has been given to (<i>restricted information</i>) outlining his role and responsibilities regarding events taking place in the Memorial Hall, with specific reference to his responsibility for showing Hall Hirers the location of the fire equipment. It was confirmed to (<i>restricted information</i>) that under fire regulations there is no requirement be on duty for the duration of any event.</p> <p>CB advised the Board she has reviewed information regarding community public houses and how they operate and is ready to draft a document once the project has progressed to a suitable stage.</p> <p>LO advised the Board she has contacted the Post Office regarding mobile services via their website and email and received confirmation her enquiry has been forwarded to the relevant individual. LO is still awaiting any response. LO to monitor and report back to the Board when reply is received. LO to action.</p> <p>JT advised the Board following correspondence sent by RB to (<i>restricted information</i>) regarding (<i>restricted information</i>). JT to speak to (<i>restricted information</i>) and report back to the Board. JT to action.</p> <p>RB advised the Board that the accountants were unaware of BCIC assets switched to the BDT (Memorial Hall, Bowling Green, Arnsheen Park and Community Car Park). Therefore re-valuations on assets will be required for accounts to be completed. MR to action.</p> <p>Additionally, the Accountants have requested a breakdown of Solicitors' costs with RB to contact (<i>restricted information</i>) for assistance in drawing up this information. RB to action.</p> <p>The Board discussed (<i>restricted information</i>) with PM to advise the Board when she receives feedback from the (<i>restricted information</i>). PM to action.</p> <p>CB confirmed to the Board that (<i>restricted information</i>) has been notified there would be no Memorial Hall hire charge made to the Barrhill Coffee Gathering.</p> <p>The Board confirmed details regarding exercise and additional disabled-friendly play equipment as discussed at the BCIC Meeting No. 135, with PM advising she has a copy of (<i>restricted information</i>), Playground Equipment Manufacturers' brochure for the Board to review. PM to action.</p> <p>RB advised the Board he has yet to check the number of individuals attending the last Senior Citizens Festive Meal. RB to action. The Board discussed options for hosting a 2021 Senior Citizens Festive Meal and what health & safety issues would need to be addressed if two sittings are required. The subject of volunteers was discussed with the decision to wait on confirmation of numbers and organisation before proceeding. RB/LB to review and report back to the Board. RB/LB to action.</p> <p>KF advised the Board she wishes to re-start the Barrhill Youth Group and will contact Youth Scotland for guidance and advice on relevant legislation. In view of KF only being available once per fortnight to supervise, more volunteers are needed to ensure the Club goes ahead. KF to contact Youth Scotland and report back to the Board. KF to action.</p> <p>KF confirmed that Colmonell's Santa's Sleigh is available for Barrhill on dates in December. KF to action.</p>	<p>RB</p> <p>LO</p> <p>JT</p> <p>MR</p> <p>RB</p> <p>PM</p> <p>PM</p> <p>RB/LB</p> <p>KF</p> <p>KF</p>
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	<p>KF advised the Board she will be arranging a Barrhill's Children's Christmas Party for 18th December 2021. KF to action.</p> <p>KF requested approval for Halloween Sweetie Bags to be purchased for Barrhill's children. KF organising purchase in the sum of £2 per child and overseeing delivery and/or collection. The Board agreed to this suggestion, recommending a social media post as a reminder for anyone who wants to check their child will be included. KF to action.</p> <p>PM gave the Board an up-date on the proposed Christmas Fayre to be held on 27 November with 16 stalls having booked. The Board discussed the logistics required to ensure a successful event. PM to keep the Board up-dated on progress. PM to action.</p>	<p>KF</p> <p>KF</p> <p>PM</p>
<p>5.</p>	<p>Finance</p> <p>In the absence of MB, JT presented an accounting breakdown for October 2021.</p>	
<p>6.</p>	<p>Any other Business</p> <p>Memorial Hall – Access</p> <p>CB advised the Board Barrhill's Whist Club has moved to Colmonell in view of the current restrictions placed on the Memorial Hall. CB confirmed email communication had been sent to (<i>restricted information</i>) Whist Club Organiser outlining options available to the Club to use the Memorial Hall.</p> <p>The Board discussed at length the logic behind setting a cap on the number of individuals using the main hall or small meeting room at any one time, the current situation regarding Covid19 and the proposed Christmas Fayre event being organised.</p> <p>RB to check the fire regulations to determine the maximum number of individuals allowed to use the small meeting room at any one time. RB to action.</p> <p>The Board concluded to wait for clarification of the fire regulations maximum levels with RB to circulate this information immediately via email to the Board, who will then discuss and vote via email as to a satisfactory conclusion. RB to action.</p> <p>Carpet Bowls</p> <p>RB confirmed a booking issue raised by (<i>restricted information</i>) has been satisfactorily resolved.</p> <p>Memorial Hall External Noticeboard</p> <p>CB requested the Board consider purchasing a lockable, weatherproof external noticeboard for the Memorial Hall. CB to scope options and report back to the Board. CB to action.</p> <p>Memorial Hall – External Dry-Stone Walling</p> <p>MR advised the Board he has contacted several individuals regarding obtaining a quote for external drystone walling for the Memorial Hall. A site visit is booked for 24th October 2021 and quote to follow. MR to action.</p>	<p>RB</p> <p>RB</p> <p>CB</p> <p>MR</p>



Memorial Hall – Container Location

MR raised the issue of the current location of the Memorial Hall Containers with JT confirming easy access from the Hall and opening the double doors was the deciding factor.

The Board voted leaving the Containers in their current position:

1 – Against
7 – For

In view of the vote, the Board discussed options for making the containers less of an eyesore such as cladding, painting or planting schemes to screen.

Terms & Conditions of Employment

The Board discussed the terms and conditions of employment appertaining to the Project Development Officer role, referring to current IR35 and HM Revenue & Customs. The Board discussed if *(restricted information)* and *(restricted information)* would also fall under the stipulations. RB to review said information. RB to action.

JT and RB to speak to *(restricted information)* to discuss. JT and RB to action.

Hall Caretaker

The Board discussed several staffing issues raised regarding the *(restricted information)*.

Data Protection Documents

CB confirmed completion and publication of the BCIC and BDT Data Protection policies, ensuring compliance.

Purchase of Equipment

MR requested the Board agreed to purchase of the following equipment for the Village Handyman:

Ladder - £267.00 including VAT and delivery
Angle Grinder - £125.00 including VAT and delivery
Generator - £300.00 including VAT and delivery

Unanimous vote – All Approved.

Electric Charge Point for Car Park

JT advised the Board he was contacted by South Ayrshire Council regarding an electric charge point for the Community Car Park with Scottish grants available. The Council propose to use their own power supply and the BDT's agreement to a long-term lease will need to be explored. After discussion the Board unanimously voted to agree in principle to proceed.

Foundation Scotland

RB advised the Board he is still waiting to hear from Foundation Scotland.

RB

JT/RB



Valuation of Assets

MR advised the Board he is in receipt of a quote (*restricted information*) in the sum of (*restricted information*) plus VAT for the valuation of the four BDT assets (Memorial Hall, Bowling Green, Arnshean Park and Community Car Park in one report. After discussion the Board voted and unanimously agreed to proceed with (*restricted information*).

Search Registers of Scotland

The Board discussed the cost and benefits of conducting a search of the Land Registers Scotland on various land plots within Barrhill for potential purchase and long-term investment opportunities.

A vote was taken to proceed with contacting Land Registers Scotland in relation to (*restricted information*):

4 – For
1 – Against
3 – Abstentions

A vote was taken to proceed with contacting Land Registers Scotland in relation to (*restricted information*):

7 – For
1 – Against

MR to contact Land Registers Scotland and report back to the Board. MR to action.

MR

Bowling Club Clubhouse

The Board discussed the replacement Bowling Club Clubhouse with RB confirming two quotes currently in hand and a further quote necessary for due diligence and SPR compliance. RB to contact Bowling Club President for third quote. RB to action.

RB

BDT AGM

The Board confirmed the on-going preparation of annual accounts for the BDT AGM to go ahead.

2021 Fireworks Display

The Board discussed the logistics for the Fireworks Display (BCIC Minutes No 135) to be held on 5th November 2021. Actual start time of the display to be confirmed.

Christmas Fayre

The Board discussed the logistics for the Christmas Fayre (BCIC Minutes No 135) to be held on 27th November 2021.

Newsletter Delivery

The Board discussed issues regarding delivery of the newsletter with email distribution used where possible. Membership databases to be reviewed in preparation.



	<p>Open Meetings</p> <p>Following communication received from <i>(restricted information)</i> requesting meetings are held in an open forum, the Board discussed this issue at length with the decision to refer <i>(restricted information)</i> to the Constitution. RB to contact <i>(restricted information)</i>. RB to action.</p> <p>The Trout Inn</p> <p>JT advised the Board that in view of <i>(restricted information)</i> the contractor undertaking The Trout Inn refurbishment may have to withdraw. The Board discussed other options to proceed, with the decision taken to delay for one week as requested by the contractor.</p> <p>PM to pass the name of the contractor currently working at Glentrool to JT. PM to action.</p> <p>Solar Panels</p> <p>RB advised the Board he is in receipt of a quote in the sum of £14,000 to replace the existing solar panel structure with steel. RB to check material used will be galvanised steel. RB to action.</p> <p>A unanimous vote was taken to proceed once confirmation is received. RB to action.</p> <p>Charity Trustees</p> <p>CB notified the Board of relevant information from OSCR concerning Charity Trustees Good Practice Guidelines. CB to circulate link to Board for review. CB to action.</p> <p>BDT Membership Applications</p> <p>RB submitted BDT Membership Applications received from the following individuals:</p> <p><i>(restricted information)</i></p> <p>Following a discussion on BDT applications received, the Board gave:</p> <p><i>Approval to admit the above-named individuals to BDT Membership EXCLUDING (restricted information).</i></p> <p>RB to investigate status of <i>(restricted information)</i> and report back to the Board. Following receipt, the Board will reconsider the BDT membership application.</p> <p>2021 Winter Fuel Payment</p> <p>The Board discussed the current Winter Fuel Payment level and other forms of renewable energy projects which could benefit the community.</p>	<p>RB</p> <p>PM</p> <p>RB</p> <p>RB</p> <p>CB</p>
7.	<p>Correspondence</p> <p>RB informed the Board of email communication received from <i>(restricted information)</i>. RB to contact <i>(restricted information)</i> to discuss. RB to action.</p>	<p>RB</p>

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8.	Date and Time of Next Meeting Barrhill Development Trust Meeting on Wednesday 17 November 2021 at 7pm.	
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