

KIRKCUDBRIGHT DEVELOPMENT TRUST

MINUTES of the Meeting of the Kirkcudbright Development Trust in the Selkirk, Kirkcudbright on Monday 3rd October 2016 at 7.00pm

Present: Mrs Lesley Garbutt (Chair)
Mr Neil Picken
Mr David McHale
Mr Andrew Ward
Ms Avive Asbridge
Mr Rob Asbridge
Mr Alan Ross
Mr Malcolm Oldfield
Mr Alex Kinnell
Mr Andy Campbell

Minute Secretary: Ms Deborah Craig

Apologies: Mr John Johnson
Mr Colin Maclaine
Mr Brian Thomson

1. **Apologies**
As above
2. **Minutes of the meeting – 4 July 2016**
Proposed by Mr McHale and seconded by Mr Picken
3. **Matters Arising**
Mr McHale pointed out that the bank balance in the 4 July minutes should have actually been £15,739.44.
Mrs Garbutt also reported that she had been in touch with Mrs McCreadie regarding her vouchers and she was not sure where she wanted to spend them in the town. It was agreed by everyone that Mrs McCreadie be presented with a cheque for £100 which she could spend within the town.
Communications sub-committee
4. It was agreed at the meeting on 14th July that more works needs done on the .town website. Mrs Garbutt also wanted it minuted a thanks to John Johnson who has made great efforts in getting the membership numbers up. The figure now stands at 286, which still needs to be increased.
Mr Kinnell and Mr Ross volunteered to set up a table outside Lindsay Line and get some more membership forms filled in. Mr Ross and Mr Kinnell agreed to meet and set a date that suited them both.
Mr Ross also said that the Rotary meeting would return some more membership forms.
5. **Bank Account:** Mr McHale supplied a set of figures for the meeting explaining the current bank account figures, with the balance as of 2nd October 2016 standing at £28,796.90

5. **Membership forms:** Mr McHale agreed to supply a list of current members.

6. **Project Worker Update**

Mr Ward reported the following:

Kirkcudbright Cycling Project

There have been some concerns about the shop hours and I have discussed this with the cycling project team. However, I want people to understand that the project activities in the main take place outside the confines of the shop. The shop is only a small part of the project. I am happy with how it is going but in order to show board members what is happening, I have asked Liz to make a presentation at the next board meeting.

Johnston School

A very successful meeting was held with the Big Lottery on the 9th September. Thank you to Colin, John and Lesley for attending and contributing so positively. The result of the meeting is that we have been invited to submit a Strategic Plan which will go to lottery committee for a decision to fund. This is a new process the lottery is trying; doing away with the old two stage application form, it is designed to speed up the process.

Work on the strategic plan has started and I am intending to apply for development funding.

The Business Plan for the school was submitted to the council on time and I have met with an officer to discuss points raised by officers. It was agreed that the council officer (Jamie Ferguson) would email the points we discussed so we could respond and update the Business Plan formally. The agreement was that I would have this email by 5th September which was the date I would return from annual leave.

This did not happen but we were told that Louise Matheson would write (W/C 26TH September) with the questions so we could respond and update the BP and take the matter forward by the deadline which is the 7th October. Sadly this did not happen either so I have had to send a stiff email to Louise asking that she gets this to us by Tuesday 4th Oct at the very latest. Further delay could mean that the plan is not presented to the November SAC meeting. This could affect our funding. I have now heard from Louise and am happy with the procedure.

The Dark Skies element has been put forward as a potential project for the Galloway Glens project and I am meeting the Holywood Trust on site 6th October.

Barhill Wood

This project has also been put forward as a potential Galloway Glens project.

Silvercraigs Caravan Park

As you know we have been looking at the idea of taking over this community asset. As such we have been doing work to establish whether it is a good idea or not. Unfortunately the council's records in relation to the caravan site are very poor. No one seems to know just what is going on. Working with Colin Wyper we have produced some spread sheets. Unfortunately the information we have been given from the council isn't clear so we have had to try and decipher. If you look at

the attachments, Income and Expenditure Sheet you will see that 2015/16 had a surplus of £19k which if true makes the project viable. We are fairly sure that there is 18 seasonal vans which bring in £26640 pa and the visits page show nightly stays which are in line with national and local occupancy levels. So the income it can be said should and looks to be £60+pa with the potential to increase it, indeed the 2010 figures suggest that income was £82k. Expenditure as you will see is 2015/16 £45062 and if you look at the expenditure there are potential savings. Grounds maintenance and rates are two that stick out.

The idea is that the site is managed by the swimming pool. This would mean that staff who are currently on part-time hours could be given more hours, which gives them a decent living wage and helps us/swimming pool retain them. They are already trained in things like health and safety and working with the public so it would be an easy transition. The idea then is that any surplus profits would be dispersed by the Development Trust or used on Development Trust projects.

Colin Wyper is keen to start the asset transfer process and as such board members need to decide whether they want to go down that road.

The asset transfer process is a 2 stage process. I have attached the forms so members can see what is involved.

At this point Mrs Garbutt reported that the Community Council had been approached by seasonal residents with photographic evidence showing the unsanitary conditions of the showers and toilets blocks. She also said that the Community Council had written to complain about this.

Mrs Garbutt then asked if everyone was happy to start stage 1 of this process. There were no objections and everyone agreed that Mr Wyper has exactly the right attitude and experience needed for this project.

Community led grant

This grant claims to be for groups looking to increase their capacity. We had applied some time ago but were turned down because it was felt we were not actually delivering projects. I applied again because I believe we are now delivering projects. Sadly we have been turned down again. I have queried their decision but it is unlikely to make any difference.

Youth Work

We are still working out partnerships and the means to take this forward. We have a meeting on the 10th October to take things forward.

Directors and Board Members Responsibilities

I was asked to provide information regarding the responsibilities of board members so we have produced a booklet which will be distributed to all management and board members at the board meeting. The booklet is produced from information on the OSCR website. It is not a definitive piece of work but high-lights the main points. Those wanting more detail should go to the OSCR web site. The email address is in the booklet.

Mr Ward ended by thanking everyone for the sterling effort increasing membership numbers.

AOB

Mrs Garbutt reported that she had attended along with Mr McHale and Mr Johnson, at rather short notice, a meeting with the Development Trust Association of Scotland. It was hoped that the Kirkcudbright DT would soon become a member as it provided great networking opportunities and also had a great support network.

There being no other business, Mrs Garbutt thanked everyone for their attendance and the meeting ended at 8.20pm.