

KIRKCOWAN COMMUNITY DEVELOPMENT TRUST

Minutes of Board Meeting held on Tuesday 14th December 2021 via zoom

1. Present

Charlie McNeill (Chair), Colin Richardson, Hazel Johnston, Bill Harkness, Lynne Melville, Andrew Gladstone.

Other

Carol Lochrie (Machars Action), Katrina Dick (Community Development Officer)

2. Apologies

Hazel McWhirter, Martin Marsh

3. Minutes of Previous Meeting

The minutes of the November meeting were agreed. Proposed by Colin Richardson, Seconded by Lynne Melville.

4. Open Meetings and Combined Meeting

Charlie reported that the Open Meetings proved to be mostly positive and provided the opportunity to dispel some rumours regarding KCDT grant applications. Charlie also reported that the turnout was disappointingly low.

Charlie reported that the first combined meeting between KCDT and CC was also very productive.

5. Policies and Procedures

Carol reported a slight amendment to the Conflict of Interest Policy.

Bill reported that the draft Procurement Policy is a standard policy to suit the needs of the Trust. Some amendments were discussed and agreed.

It was agreed that Directors who have undertaken the Data Protection training should train the remaining Directors before the Data Protection Policy is drafted.

It was agreed that all Policies will be agreed before being added to the Handbook and can be referenced in the Articles of Association at next AGM.

6. Development Officer's Report

Katrina provided her report regarding progress of Community Action Plan projects.

Discussion took place regarding the costs involved and the lack of any real progress. It was agreed that the next Board Meeting would be entirely devoted to progressing the projects, and to prioritise the Play Park.

Andrew reported that there has been no further progress regarding safeguarding the mine shaft in Jenna Morra Wood.

7. Financial Accounts

Carol had previously distributed a month by month spreadsheet of accounts which were agreed.

8. Any other business

Hazel asked if a fixed percentage for Admin could be added to each grant application for future reporting purposes.

Carol asked how much the KCDT owed the Autumn Club. This sum was agreed and Carol agreed to pay this.

Colin queried the level of information provided on grant applications. It was agreed that Carol will determine which grants are incomplete. It was agreed to follow up on grant progress at the end of each financial year. Carol agreed to forward the post application forms to the directors.

It was agreed to vote on the application from Community Council regarding Pathways, by email before Friday 24th Dec. Colin and Lynne agreed at the meeting.

9. Date of next meeting

The next Board Meeting will take place on Tuesday 11th January 2022 at 7pm