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KIRKCOWAN COMMUNITY DEVELOPMENT TRUST

Board Meeting

held on Tuesday 16th November 2021

MINUTES

In attendance

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

Other

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

Apologies

Apologies were received from Martin Marsh

Welcome

Charlie welcomed everyone to the meeting.

Minutes of Previous Meeting

The minutes of the previous meeting were agreed to be amended to include "Carol agreed to forward a redacted copy of all grant applications to Charles McKeown." Also, there was agreement to add "Carol agreed to develop a detailed Action Plan for all existing projects" The minutes were proposed by Lynne Melville and seconded by Colin Richardson.

Matters Arising

Carol reported that all she had forwarded a redacted coy of all recent grant applications to Charles McKeown. She reported that she has developed a spreadsheet to account for all grant applications. Carol also reported that she will produce a monthly financial spreadsheet for next meeting.

Carol informed the Board that Open Meetings have been arranged for Mon 22nd and Wed 24th November at 7pm in Village Hall. She also informed the Board that the Kirkcowan CC had suggested the 9th Dec for a combined meeting. This date was agreed.

It was agreed to amend the Handbook regarding "connected persons".

It was reported that the Trust has to date received 100 Winter Fuel Allowance applications.

Carol reported that she and Bill will meet on Thursday 18th Nov to develop the Trust's Procurement Policy.

Development Officer Report

Katrina provided an updated report regarding the Play Park Steering Group, Jenna Morra Wood, Autumn Club, and Winter Fuel Applications, Membership confirmation from DTAS, and issues with the website contact form and her email address.

Andrew advised that the Footpaths should be developed by early Spring 2022.

Carol agreed that she and Katrina would work on the detailed Action Plan as soon as possible.

Colin asked about the time scale for the Fishing Right to Buy. Katrina advised that this would take approximately 4 to 6 weeks.

Katrina reported a potential conflict of interest as she has been asked to sit on the Board of the Autumn Club. It was agreed that this would not represent a conflict of interest.

Carol advised the Board that timescales for the completion of projects are now paramount.

Financial Accounts

Carol presented the Income and Expenditure account for Oct 2021. She reported that the next statement would be in the new form of an excel spreadsheet.

Kirkcowan CC Matters

Grant applications were received by Chair but not discussed at CC meeting.

Charles expressed his concerns about the Play Park plans.

The suitability of the Village Hall for CC meetings was questioned.

Bill reported that he talked to Charles regarding false emails being received.

Hazel asked Carol to forward Trust bank details regarding return of two grant application sums which were unused.

AOB

Carol agreed to adding Andrew as a new signatory for the Trust.

Date of Next Meeting

Tuesday 14th Dec at 7.30pm in Autumn Club