

KIRKCUDBRIGHT DEVELOPMENT TRUST

MINUTES of the Meeting of Kirkcudbright Development Trust at 7pm, 6th September 2021, held at The Johnston, Community Room.

Present:

Lesley Garbutt (Chair)
John Johnson (Treasurer)
Neil Picken
Helen Henderson
Ruth McMorran
Rob Asbridge
Andy Campbell
Gordon Cowan
Debbie Craig

Apologies:

Colin Maclaine (Vice Chair)

LG began by welcoming everyone to the September meeting. LG then proposed that the meeting would be recorded.

GC asked what the purpose of recording the meeting was. LG explained that there had been conversations about the tones of previous meetings. GC thought it unnecessary as it called into questions a number of things, such as minute taking, but also pointed out that the minutes were not expected to be verbatim.

It was agreed that once the minutes had been accepted as a true record of the meeting then the audio file would be deleted.

1. Minutes of the meeting 9th August 2021.

Proposed by NP and seconded by HH

2. Matters arising

There were none.

3. Declarations of interest

LG, RSM, and JJ declared an interest with regards to DSP.

LG, RA and NP declared an interest with regards KDSCP.

LG then reminded the meeting that this was a confidential meeting and matters discussed in the meeting should not be repeated outwith.

4. Reports

Silvercraigs (NP): NP reported that the site was doing well with bookings and there was £65k in the bank account and all things considered it had been a good season.

Funding/Office (DC):

DC reported that funding strands would be looked for the various projects. There had been a meeting of the Office staff and it was agreed that the arrangements were working well.

Action: DC to contact DTAs regarding Governance training following the AGM.

Gift Aid (GC): GC reported that having worked through the forms, he may need some input from JJ, which was agreed.

Building (AK): AK had circulated his report. RSM then raised the item regarding the opening and closing of the building. It was agreed that a calendar be put in the office so that volunteers could come and mark times they were available and it was agreed that tentative costings be calculated for the employment of a caretaker sometime in the future. While it was agreed that this could not be done any time soon, DC agreed to look for potential funding sources.

Action: DC funding sources for caretaker/staff.

DSP(CMacL): CMacL had forwarded his report ahead of the meeting and it was agreed that the staff were doing a fantastic job of running the DSP and it had been a great month for the project.

Action: None.

Marketing/ Communications (HH & RSM): There were now 699 followers on Facebook and the post about the woodland festival had reached over 1800 people, which everyone agreed was very encouraging.

Action: SO to report to HH regarding the website.

Tenancy/leases: The DSP was still to sign the lease. LG the reported that a lease had been signed with Paul Chisholm of D&G Council for a dedicated youth group for the next 6 weeks. This would be for young people who had been referred by the Academy and was a targeted service. There was also a Thursday evening session, for a year, arranged through the council which everyone agreed was encouraging.

Action: RSM to action the DSP lease.

Youth work (AR): LG reported that the program of summer events had been received well and there had recently been a junior youth group trip to Irvine, which was enjoyed by everyone.

Barrhill Woods (RA): The Woodland Festival (10th-12th September) was going ahead with lots of bookings and interest in the event. All the children's workshops were free, but there was still a shortage of volunteers, if anyone had spare time on their hands.

Harbour Stage (RA): RA reported that a deposit had been paid (£7200) for the structure. There was to be a site meeting to include everyone involved with the project in the next few days. The builder (Waugh) was looking to start work in October.

RA then asked if there was mileage in having a representative of KSF (John Blaikie) at the Trust meetings to represent KSF. LG thought it would set a bad precedent and there was a conflict of interest. This was agreed by everyone.

AC asked if members other than Trustees could attend the meetings and it was agreed that the AGM was the opportunity for those attendances. LG thought, and this was agreed with, that any issues or questions that needed raised at the meetings could be addressed through the KDT office. It was also, she continued, contrary to the constitution guidelines which discouraged any majority group being represented on the board.

It was agreed that JB could attend Harbour Stage meetings.

RA then left the meeting at 7.20pm.

KIC (HH): The KIC had done incredibly well in August with over 14,000 visitors which was a phenomenal amount. It was currently taking about £1500 a month and over 2000 postcards and 1000 ice creams had been sold. There were also two new volunteers on board.

Finances (CMacL/JJ): A report had been circulated ahead of the meeting and after some discussion, there were no further questions. GC asked if the transfer of assets from KDT to DSP had happened yet. JJ reported that this was in discussion.

JJ then read out the statement that had been circulated from CMacL and there were no questions.

Action: DC to look into drawing down the final HES payment.

GC left the meeting at 8pm

AGM: It was agreed that, after discussion between CMacL, the accountants and LG that the AGM be held in November 2021.

The position of new Trustees was raised by HH who proposed to co-opt Francis Kearney with immediate effect. This was proposed by HH and seconded by NP.

AOB

Donor board: A newsletter had been sent out to supporters with an update regarding the board. There had been a few comments regarding names on the board, which could be rectified if needed.

LG reported that she had been in contact with Dougie Swan and the door and business names would be in place by the end of the week.

Remembrance Day light up

RSM had contacted Keiran Chisholm regarding lighting up the building for Remembrance Day. It was agreed that, if there was a possibility of it being done then it would be done for 4 days to cover Remembrance Day to Remembrance Sunday. It was agreed that RSM contact KC regarding this.

Wheelchair access

There had been concerns over the suitability of the building being fully wheelchair accessible and a discussion was had about the possibility of installing automated doors. RSM later clarified that openers require a stable surface and electrical wiring and it was not just a case of fitting the opener to the door, there would be electrician costs too. Temporary ramps were discussed as a solution in the meantime.

Open evening

RSM reported that the Communication Group had met and discussed the possibility of holding an open evening when Covid restrictions allowed. Estimates for the evening were around £1000 and it was agreed that DC would circulate the proposal from RSM.

DTAs

LG reported that she had been invited onto the board of Trustees for DTAs. LG reported that having attended its AGM, LG had been co-opted onto the DTAs Board and everyone agreed that this would prove beneficial for KDT. LG was congratulated on this position.

There being no other business the meeting ended at 9pm with the next meeting scheduled for Monday 4th October 2021 at 7pm.