

## KIRKCUDBRIGHT DEVELOPMENT TRUST

MINUTES of the Meeting of Kirkcudbright Development Trust at 4pm, 2<sup>nd</sup> November, held via Zoom

Present:

Lesley Garbutt (Chair)  
Colin Maclaine (Vice Chair)  
John Johnson (Treasurer)  
Helen Henderson  
Neil Picken  
Sean Orms  
Allan Ross  
Gordon Cowan  
Ruth McMorran  
Alex Kinnell  
Rob Asbridge  
Debbie Craig

Apologies:

Andy Campbell  
Andrew Ward  
Colin Wyper

Lesley Watson of South Scotland Destination Alliance gave a brief chat regarding her organisation and aims. Lesley Garbutt thanked her for the presentation and said it was good to hear some positive news for the region.

Apologies: As above

1. Minutes of the meeting 5<sup>th</sup> October. Approved Gordon Cowan. Seconded by Neil Picken.

2. Matters arising  
There were none.

3. Reports

### **Silvercraigs (CW)**

CW had sent the following report out by email:

We are running around 75% occupied, I am keeping an eye on the figures every day and putting on the website dates where we are not taking any more bookings.

We have a card system for the toilets where if there are 3 cards hanging outside the door the next person has to wait until there is an empty hook, they then hang their card on the hook and go in, this is working fine but would be overwhelmed if we filled the site.

We have leaflets printed for Covid advice both on site and in the Town, we also have a form for them to fill in for track and trace, once again, no problems so far.

We have £11,500 in hand, are £1,300 in credit for electricity and have paid the pool £5,000 towards staff costs.

Lesley Garbutt reported that following CW's report, there would be a meeting of the Trustees of Silvercraigs later in the week.

#### **Funding (AW/DC):**

DC reported that the majority of LEADER funding has been paid, which was good news, but reminded everyone that 30<sup>th</sup> November was the final date for invoicing for the groundworks at the front of the building.

Funding applications had been submitted to:

Robin Rigg - £10k

Community Capacity - £44k

Scottish Power - £61k

Esme Fairbairn - £48,296

Funds were also being sourced for marketing and the launch next year as well as a bike storage rack. It was also reported that a decision from Holywood would be delayed until January 2021.

**Building (AK):** AK reported that tenants were settling into the building and there had been a few snags but these were being sorted. Lesley Garbutt asked that thanks be recorded to AK for his work in keeping the building clean while a cleaner was being appointed. It was established that each tenant was responsible for their own space and a cleaner was going to be employed for the communal areas.

The Gin Distillery had slight delays with licences and contractors, but other than a loss of rental income, there weren't any other problems.

It was also established that the contractor for the groundworks to the front of the building would have their own insurance.

**Dark Skies (CMac):** The Planetarium has arrived and been installed and many of the staff and Trustees had already had a demo. Everyone agreed how impressive it was. Exhibits were being built and dates for their arrival and installation were still to be confirmed following the lockdown restrictions in England. The seating for the Planetarium was due to arrive later this week.

**Youth work (AR):** AR reported that the Youth Work had finished their 8 week outdoor sessions to finish up their indoor space so that sessions can be moved indoors.

**Barrhill Woods (RA):** RA requested approval from the board to build another squirrel hide. It would cost less than £1000 and would be a great source of revenue as it would be able to be hired out to photographers. It was established that no planning permission was need and was agreed unanimously.

**Harbour Stage (RA):** RA had sent out a report ahead of the meeting, which everyone agreed was very helpful, particularly the final LEADER report.  
It was agreed that AK, RA and CMac would meet to discuss the staging area.

**KIC (HH):** DC and HH reported that a revised business plan had been sent back to Visit Scotland and also that it was hoped the electricity bill would be paid very soon following correspondence from VS.

**Branding:** This was being worked on.

**Leases (LG):** These had been finalised.

**Finances (CMac):** Reports had been circulated ahead of the meeting, which everyone agreed with.  
The Gift Aid letters had been sent out. There had also been a meeting with the accountants regarding QuickBooks and it was expected that the tenants to be invoiced soon.

**Communications(HH & RMcM):** The latest newsletter had been sent out and the mailing list had been updated. RMcM was working on updating Facebook and increasing the social media posts. It was agreed that a meeting between DC, RMcM, HH and SO to discuss the website. Lighting up the Johnston for Remembrance Sunday was also discussed and it was agreed that RMcM organise this.

**AOB:**

**EDF:** CMacI reported that he was looking into the estimated electricity usage from EDF as it was well above the expected amount.

**DTAs conference:** CMacI reported that he was creating a presentation for the virtual DTAs conference this year, which everyone agreed was excellent.

**Display of names:** It was agreed that RMcM contact Paul Tebay regarding the 5<sup>th</sup>/6<sup>th</sup> form getting involved in the design of this as there had been no reply from the headmaster or deputy headmaster.

**Orienteering map:** It was agreed that RA contact SSD regarding an app for Kirkcudbright.

There being no other business the meeting ended at 5.20pm.