

KIRKCUDBRIGHT DEVELOPMENT TRUST

MINUTES of the Meeting of Kirkcudbright Development Trust at 5pm, Monday 6th February 2023, held in the Small Meeting Room, The Johnston.

Present:

Lesley Garbutt (Chair) (LG)
Helen Henderson (Treasurer) (HH)
Neil Picken (NP)
Ruth McMorran (RSM)
Francis Kearney (FK)
Rob Asbridge (RA)
Hollie Mitchell (HM)
Jenny Milby (JM)
Debbie Craig (DM) – via call
Malcolm Oldfield (MO)

Apologies:

John Blaikie
Andy Campbell

1. Welcome and Apologies

LG welcomed all to the meeting, apologies given. M Oldfield was present regarding KSCP

Declarations of interest

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

2. Minutes of meeting 9/1/2023

Proposed by RA and seconded by FK

3. Matters arising

There were none.

4. Risk Assessments/Health & Safety – RSM

Eilean Parker has raised the issue that we do not have an up-to-date Health & Safety policy or H&S officer. JM informed those present that Peninsula had been contacted about this, it is not covered in the package we have with them and would be a further £135/month. Training would be given for a H& S officer – would this suit Adrian?

All agreed to go ahead with Peninsula.

5. Reporting

Silvercraigs (RA/NP/FK):

Talks have taken place with Peninsula regarding M McGaw's employment, and whether TUPE would apply, due to the complexities of the situation it is hoped a representative will meet with us.

RA,FK & NP have met with Michael McGaw to discuss various items.

MM willing to work 5 days, weekend cover would be required.

The accounts are on Free Agent which is an online portal. Access to this is required for the accountant.

Still having issue with accessing accounts, some sites have been set up in C Wyper's name & details. These need to be changed.

All paperwork concerning KSCP is to be held in the office.

Bookings are coming in already.

Advertising: is it all needed? SCP are paying a lot for advertising, the site is busy with many repeat bookings, word of mouth seems to be working therefore advertising needs to be cut. FK will look at this.

Site maintenance - sloping ground - nothing needs done at the back of the houses.

M McGaw is keeping the site tidy and attending to jobs, RA stated that he takes pride in his work.

Card reader – to be replaced as it was damaged in flood. Insurance list is in hand.

Van: V5, insurance are in C Wyper's name, this needs to be changed asap.

M McGaw currently putting fuel in himself.

It was proposed that a limit of £200 (float) be given to Michael to cover this.

It was also suggested that a mileage/maintenance book be given to MM

Van is booked in at Crosbie & Bateman for MOT end of Feb.

Plans – NP & RA to speak to Neil Cavers on this.

FK is to be MM line manager.

RA & MO left the meeting.

Seaward:

LG, everything has been paid to the English lawyers, keys are in the office.

NP & FK visited Seaward, all rooms are adequate for a Bothy type building, kitchen is good and rooms are furnished

Access: need to get a quote to clear this, the ground belongs to Bothy.

RSM – we need to look at the charges.

Action: prices to be looked at.

Funding/claims (DC):

DC is busy with funding applications

Strengthening & Investing, Soup Kitchen, Chair Yoga and Seaward

Action:

Office (JM):

Office continues to be busy. A Stoddart is fitting in well and taking a lot of the day to day running items on, freeing JM & DC up .

PAT testing of equipment – 2 companies have been contacted to quote for this.

QuickBooks training for staff/trustees in Feb.

Building (FK):

FK is happy to help with maintenance etc if required and assist when Adrian is off.
Alex Kinnell sent a report to the Board regarding The Johnston roof.
Further investigation needed.

Action: AC

DSP(RSM):

All going well

Action: None.

Marketing/Communications (HH & LG):

A report from Amy at Creetown Initiative had been circulated ahead of the meeting. The social media response to posts and reels was encouraging and there was a concerted effort by everyone to get more positive stories 'out there'.

Tenancy/leases: (LG)

DSP lease is in process of being signed.

We need a tenants meeting, once the H&S report has been completed.

Action:

Youth work: (RSM)

Continues to be busy.

Action: None.

Barrhill Woods (RA):

No progress had been made on the purchase of the wood yet.

Action: None.

Harbour Stage (RA):

Nothing to report.

Action: None.

KIC (HH):

HH waiting o quote for roof repairs. Looking at funding with DC from Coastal Community Fund. The KIC is due to open on the 1st April, Annie S will help/assist with running/rotas with a meeting of volunteers in March suggested.

Action: None.

Finances (HH)

Report circulated.

RSM: how are we progressing with Silvercraigs finances and how best to use them.

DC looking at a small grants scheme that groups can apply too.

6. Human Resources (RSM)

RSM and JM have had various meetings with Peninsula regarding contracts and policies, progressing well.

7.AOB

1.Connecting Kirkcudbright – connecting all the organisations of Kirkcudbright, funding for this to be sought from SOSE

2. Kirkcudbright Fringe

A recent meeting of many organisations/individuals took place recently which had been organised by Chris Walker and Gerry Hassan. Proposed date of first week in September. Like Edinburgh Fringe, on a smaller scale, with bands and performers.

KSF felt it was a good idea but could not organise it due to their busy programme of events.

3. SSDA “Kirkcudbright Starts here” – a page on the website for Kirkcudbright, not sure what it involves, speak to Amy at Creetown Initiative.

SSDA are holding their AGM on 14/03/23.

4.Kirkcudbright Swimming Pool

LG gave an update.

Discussions as to whether the KSP become a trading arm of KDT are taking place and Neil cavers is looking at this too.

The Board of KSP are more than happy for KDT to be involved, taking pressure off the Chair, Brian Matthews & Barbara Matthews.

KSP will always lose money, but we need to look at other sources of income. A meeting held with staff and Board(s) took place recently with consultant Dianne Laws reporting that although possible there is a lot to do. The interim manager thinks it is possible. Logic have been and a new part has been ordered for the repair in the plant room. Once this is completed hopefully the gym can open, then the pool.

Proposal: Do we, KDT, pursue the idea of Kirkcudbright Swimming Pool becoming a Trading Arm of Kirkcudbright Development Trust?

All present agreed.

LG thanked all for their attendance and closed the meeting at 18:40