

# KIRKCUDBRIGHT DEVELOPMENT TRUST

**MINUTES** of the meeting of Kirkcudbright Development Trust held on Monday 8<sup>th</sup> July 2024, in the small meeting room at The Johnston.

## **Present**

Lesley Garbutt – Chair (LG)	Jenny Milby (JM)
Andy Campbell (AC)	Debbie Craig (DC)
Helen Henderson (HH)	John Blaikie (JB)
Neil Picken (NP)	Brian Thomson (BT)
Deborah Firth (minute taker DF)	

## Apologies

Rob Asbridge (RA)	Hollie Mitchell (HM)
Ruth McMorran (RM)	

## **1. Welcome & Apologies**

LG welcomed all to the meeting

## **Minutes of last meeting held on 7<sup>th</sup> May 2024**

The Minutes were proposed by HH seconded by AC. There were no matters arising.

## **2. Reporting**

### Silvercraigs

It was reported that the site continues to be very busy and a new member of staff - Murray Mackenzie - started 2 months ago and was working well.

### Seaward

DC confirmed photos had been taken and it was being linked to Checkfront on the Silvercraigs website. A hand over with Keighley had taken place and this was covered by the Galloway News – Keighley have made enquires to visit again and are very pleased with the changes made etc. We have negotiated with Hope Dunbar Estates to rent the parking space for a 2-year period, and once agreed some sort of barrier and signage will be put in place. Contact has been made with the council regarding road crossing but this would involve Planning, so warning signage will be put in place.

### Funding/Claims

DC reported that it was apparent from the work on Sleeping Giants that 1.5 more staff would be needed, together with more funding.

Two smaller applications are in for KDT and The Hut, and Youth Shelter (including Community Council etc). Summer of Small Grants was successful with 10 awarded, and the presentation of £5000 to the RNLI has taken place today.

### Office.

JM reported that things were very busy in the office with a lot of time being taken up with both the KIC and pool for DF & SD.

Daily catch ups were taking place with Silvercraigs staff

The issue of lighting continues to be ongoing. RM & JM had a productive meeting with EP who has continued to work from home for the past few weeks. It has been re-confirmed that it is not possible to have a 2-way dimmer switches so all lights will either be all on or all dim.

Mitchells are now back onsite to investigate. AC stressed that we need to be clear on what action has been taken and exactly where we are – have we contacted Union? BT questioned if there was a minimum level of lighting required within the office? JB questioned if her condition was disclosed before employment?

#### Building.

EV chargers are installed, and we are awaiting the bays being marked. Grass cutting is being undertaken at KDT, Silvercraigs etc. The area at the pool is being rewilded – and it was suggested perhaps signage would be useful.

A new expert involved with the Tower as original architects claim the deterioration has taken place over the last 3 years. Alec Kinnell feels that when the new report is received this should be clarified once and for all.

The damp in the distillery has been investigated and AC is of the opinion that it is caused by condensation and the area needs more ventilation. There is an extractor out – but no fresh air coming in and window vents do not appear to be being opened. A report will be forwarded to A C-H

#### Dark Space Planetarium

Nothing to report

#### Marketing and Communication

DC confirmed the newsletter would go out in the next week or so. Both the website and Facebook are being kept up to date. There will be a great deal more to do as outcome of Sleeping Giants going forward.

#### Tenancy Agreements

LG advised a spreadsheet with all the details of start / finish information etc is being prepared.

#### KDT Finances

HH circulated information prior to the meeting. A huge amount of work has been undertaken for both the pool and Silvercraigs and an invoice will be issued shortly for the latter. JB stressed that the amount of work for pool should be highlighted.

HH asked if there was any objection to streamlining the way salaried staff were paid – they will still be paid on 25<sup>th</sup> of the month, but it will be 3 weeks in arrears and one week in advance going forward. It was agreed to whatever made the process simpler. Hourly staff still have to submit hours.

#### Youth Project.

A Fun Day is arranged for the end of the month, KDT have contributed with match funding. Tea tent will have a notice promoting / highlighting KDT involvement.

### Barhill and Harbour Stage

JM suggested more KDT involvement we are more aware of what is going on. Suggest RA provide regular updates.

JB reported the repair on the stage roof done, but there is an issue with CCTV (Kids?) HH suggested they use the wi-fi in the KIC and this will be investigated.

### KIC

HH circulated latest report highlighting that it is run by KDT. BT / JB confirmed large screen is ready to go to circulate information re events etc – BT will liaise with David Gay to install.

### **3. Sleeping Giants Update**

DC advised this was full on and is highlighting just how much work needs to be done. 2 areas specifically are the need for complete transparency and self-promotion.

### **4.AOB:**

JM Discussed the possibility of developing the grass banking at Silvercraigs – questions were raised regarding ongoing maintenance, planting etc. LG will speak to Silvercraigs board for their feelings / input.

JB raised the issue of a minibus – EP has put in an application for this for Youth Group / Community, so this is in hand.

NP asked a question regarding The Dhoon and parking etc – this was discussed with a conclusion the perhaps the involvement of the Community Council. NP also invited members for a farm tour on 15<sup>th</sup> July.

**Next meeting Tuesday 10<sup>th</sup> September at 4pm**

LG thanked all for their attendance and closed the meeting.