KIRKCUDBRIGHT DEVELOPMENT TRUST

MINUTES of the meeting of Kirkcudbright Development Trust held on Monday 6th July 2026 in the Meeting Room at The Johnston.

Present
Lesley Garbutt – Chair (LG)
Helen Henderson (HH)
Andy Campbell (AC)
Brian Thomson

Jenny Milby (JM)
Debbie Craig (DC)

Deborah Firth (DF Minute Secretary)

Apologies
Rob Asbridge (RA)
Hollie Mitchell (HM)
John Blaikie (JB)

1.Welcome & Apologies
LG welcomed all to the meeting members of KDT Board.
The following Declarations were made LG also reminded Trustees that when in KDT meeting, they are there as members of KDT Board.

LG – DSP/Silvercraigs / Swimming Pool
BT – DSP

Minutes of last meeting held 11th May 2026
HH proposed minutes and **AC** seconded. There were no matters arising

Silvercraigs:

JM confirmed that the park was very busy with 2000+ bookings to date. A new seasonal worker – Stuart is fitting in and working well. The team are getting on with maintenance such as new shower fittings, toilet seats, new fencing.
Overall feedback has been very positive, and reviews are now being posted to the website https://silvercraigscaravanpark.co.uk/reviews/
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The Hut
The water has failed testing twice. The system is being drained and then treated with chlorine tablets and then will be tested again. In the meantime, customers are being informed and bottled water is being supplied for drinking. Some work has been carried out to the outside of the building; improvements are in hand to improve the pump for the water system.

Funding:

DC An amount is outstanding from CEIS, and a further amount has been awarded for 2026/27. Application has been submitted for Holywood Trust for the Youth Project, and a further application for funding over 5 years has been applied for from the National Lottery for meeting centre, social inclusion etc.

Funding and a large donation has been received for the Youth Shelter, while the Youth Project Fun Day later this month in being run in conjunction with the Council who have awarded more than the requested funding, which was great news.

Office:

JM The IT issues seem to have been resolved, and a new IT consultant has been found – New contracts are being issued to all staff . Meetings with all staff will be arranged to discuss. Following on from the recent incident of abuse in the office it has been decided that a window / hatch will be installed, and the door be kept locked. The work is being carried out later this week and being funded from left over Covid funding.
Finally – Murray McDavid has asked if he can park his fast food van in the grounds once a week from September – It was felt that this would set a precedent and therefore the answer was no.

Building:

JM The window in the Youth project room has been fixed, and the plan is to do the other ones one a month. It was explained that there is damage to the timber frames caused by water ingress, lack of maintenance etc. **AC** agreed this needed doing.

LG confirmed that Alex Kinell has chased solicitors again regarding the Clocktower and it is felt that a resolution may be in sight**. HH** stated that our lawyers had requested more information from DSP. **HH** then sent draft accounts

Marketing:

DC A meeting is to be arranged with Amy to talk through projects and plan further pushes

HH is still concerned that the “town” still seem unaware of what we do. Discussion followed with no firm outcome. **LG** felt it was the same with the pool.

A big push is to be done on the Refill station - **DF** advised that she was planning a stock take and then more pictures could be taken of refreshed products to get Amy to do new poster. Products will then be advertised through Park, KIC etc.

Tenancy:
JM All new leases completed except for Distillery. There was a query which went back to Neil Cavers and the revised version has been collected by AC-H but not returned to date.

KDT Finance:

HH Reports circulated prior to the meeting. A meeting took place last week with the accountants to discuss the draft accounts. **HH** reported that we seem to be under the limit for consolidated accounts.

Youth Work:

JM Hollie is currently on holiday as is Hayley. The project is closed for 2 weeks. All preparations for the Fun Day are on schedule. Sleepover for the Scotland match was a huge success, and Hayley would like to arrange another one. New staff rota will start in September. Advert is out for maternity leave cover. PVGs have been completed. Hayley has won 11 football strips in an Octopus energy competition, and she has been working in the office collaborating with admin and funding ideas.

Barrhill:

It was agreed by all that under that restructure more support be offered to RA leading to more involvement with office for admin etc. **DC** will arrange meeting.

KIC:

HH Report circulated prior to meeting. Overall numbers are picking up, although sales remain down. Sarah has sent out email asking for feedback on changing the opening hours – HH will decide when feedback is received. BT agreed that once the English holidays start, longer hours makes sense.

Skatepark:
JM confirmed that the skatepark does now officially belong to the Trust. Funds of approx. £3K have been transferred over. Signage needs amending and she is looking into this,

Staff reorganisation:

JM This is now complete and all staff are in their new roles. All teams report to JM as Trust Manager.

3. **AOB**:

Next meeting, 7th September 2026 @ 4pm in the small meeting room at The Johnston.

LG thanked all for their attendance and closed the meeting at 5.05pm.