

# Minutes of Barrhill Development Trust SCIO 49162 meeting on 8 May 2024

**Attendees:** Gillian Young - Chair (GY), Sarah Malone (SM), Hugh Gregg (HG), Shelagh Leach (SL) Kassie Farmery (KF).

**1 The meeting was quorate and went ahead at 19:00**

Minutes taken by SL as secretary.

**2 Membership Applications to BDT**

None

**3 Approval of the minutes from previous meeting**

These minutes were agreed by the Board.

**4 Matters arising from previous minutes**

none

**5 Matters arising for discussion**

5.1 The Crosswater CARES Grant Application – The monthly report was completed and sent. Need to check progress of solar panels and battery installation.

5.2 The draft accounts have been sent to OSCAR and they have acknowledged receipt, we will follow up with complete set when they are available.

5.3 Trustees have info sent by Dave Hollings to read through and need to check emails for business plans.

5.4 This year is the centenary of the Memorial Hall, we will work with the Events Group to create a suitable celebration for the community. An email requesting ideas from the community has been sent out to Facebook pages.

5.5 Website - this is nearly complete, needs checking through but is looking really good.

5.6 Play park – CALOO to visit our play park in 2024 to discuss options for updating.

5.7 We are currently looking at the 2nd draft of the accounts, we will send these on to OSCAR.

5.8 Machars Action concerns - we currently only have Draft copies of all policies.

There has been a lack of communication

We need to tighten up on what Machars Action are doing for us and how much it costs

5.9 Fireworks 2024 - we need to start the application asap. This has been passed to Kassie to take on. **KF**

- 5.10 Foundation Scotland funding application - check email sent from Alison Dabner and complete **SL**
- 5.11 Carrick Futures, are we applying? - Yes we need to apply in conjunction with the Events Group for 3 years events. We need a list of all upcoming events and projects including costings.
- 5.12 AGM - the Board discussed the upcoming AGM on 8 May. We need approval from OSCR to postpone the AGM if it is over 15 months from the last AGM. The reason for doing this is due to documents that are not up to the specification we would like plus the delay will ensure that the accounts will be ready for publication.

Reserves policy - to date the BDT has not had a reserves policy , we are currently implementing one and it will be in our Action plan for 24/25.

Barrhill FunDay is on 27 July - this may be a day when we hold the AGM as well as many members should be available.

We have taken advice from ICO and we have decided that for good practice we will now use BCC for all group emails. There was no data breach according to ICO however we prefer to use BCC for group emails.

## **6 Monthly finance report**

Credit Account setting up for the Handyman at Rembrand, they need to see bank statement.

Balance sheet not available at this meeting but will be circulated to Trustees

Invoices/ payments were agreed:

- |                                   |            |
|-----------------------------------|------------|
| • DTAS                            | £90        |
| • Handyman expenses               | £14.99     |
| • Pub tax                         | £1,950.16  |
| • Montpelier Accountants          | £150       |
| • McKinstry                       | £4,200     |
| • Ionos web (direct debit)        | £12.00     |
| • Accessible Art                  | £101.40    |
| • Machars Action for AGM          | £970.30    |
| • Alan Smith Electrics            | £714.56    |
| • Business stream                 | £223.79    |
| • Business Stream for BBC         | £24.47     |
| • Lyn Brooks Pilates              | £72.00     |
| • Lyn Brooks Pilates              | £54.00     |
| • Sports Turf Surfaces            | £485.00    |
| • All builders materials invoices | £17,851.50 |

SL is now on the BDT bank accounts - debit card not activated yet but payment card and reader has been activated.

Accounts are still ongoing  
Cheques need to be paid into the bank  
KR is no longer part of the Board - a letter thanking her for her time and efforts for the board has been sent.

**7 Applications for Grants, Bursaries**

None

**8 AOB**

Microsoft account needed for BDT

Meeting with DTAS on 8 May

Trustees training with DTAS on 29 May at 3.30

**9 Dates for the Diary**

13 May          prep meeting for AGM.

15 May                  AGM - now postponed, new date needs establishing and publishing to members.

12 June          BDT meeting.