

PPCDT Trustees and Trust Members Meeting Minutes

Thursday 10th November 2022 – 7pm Pinwherry Community Hall

Ann Berry (AB)	Trustee/Acting Chair	Jack MacDonald (JM)	Member
Jean Wylie (JW)	Trustee	Martin Arbon (MA)	PPCC
Joe Rigby (JR)	Trustee	David Logan (DL)	PPCC
Brian Duffie (BD)	Trustee	Neil Gates (NG)	Member
David Hall (DH)	Trustee/PPCC	Amy Watson (AW)	PPCDTPO
Janette Gates (JG)	Trustee		

Apologies: Marie McNulty (MM)

Declarations of Interest: None

Approval of minutes dated 13th October 2022: Proposed AB. Seconded JR

Matters arising: None

School Building Works: AB had a meeting with the builders, and it has been confirmed that the handover of phases 1 and 2 will take place at 14:30 on 11th November. All Trustees and Trust members are welcome to attend. Further rot had been discovered and dealt with. AB reported that the builders were having to clear leaves from the guttering on a regular basis to prevent further damp ingress. Trustees will consider solutions such as gutter brushes etc. Meantime BD will consult with the contractor who looks after the field to see if he can include the gutter clearance in his program of works. **Action: BD**

AW highlighted the need for the Trust to consider management of the building going forward. Matters to consider include key holders, cleaning etc. AW proposed a formal opening of Phase 2 early next year with funders and supporters to be invited.

Insurance renewal is due in December and the Trust should be able to secure a substantial discount, as the building will now be under occupancy.

A discussion regarding the solar panels ensued. Points covered included whether they actually worked and if so, who was being credited with the feed in tariff. AB and the other Trustees attending the handover will investigate. **Action: AB/All**

Funding Update: AW handed out updated Phase 3 drawings together with updated costs (see App 1 for PPCDTPO Monthly Report). The 40k funding application to Kilgallioch will be considered at their next meeting on 1st December. AB thanked AW for her work on the funding.

AB reported that the accountants have confirmed that the Trust accounts are in order. The current bank balance is £53372.61 (restricted funding) and £69.21 in petty cash. AB confirmed that as Treasurer she would be using Xero accounting software

Pinwherry Field Project: NG had been investigating the provision of mains water to the field. NG has extensive experience in the water industry: as the units are considered to be non-domestic, the Trust would have to use Scottish Water's licensed contractors. Said contractors would project manage the installation in its entirety, including planning, groundworks, road closures etc. Scottish Water has confirmed that the cost of digging up the A714 and employing traffic management would be considerable. The impression given was that this would be in the 10s of thousands. None of the licensed contractors that had replied, so far, were willing to take on the project at present.

As an alternative, NG suggested that rainwater harvesting would be much cheaper. It would involve tanks, guttering and solar powered pumping amongst other things. The roofs of the units would also have to be pitched. NG reported considerable success with his own domestic water harvesting. NG will investigate further and revert. **Action: NG**

Pinmore Green Play Project: DH confirmed that full costings had been received. MM has approached SAC regarding long term costings for maintenance etc and a reply is still awaited.
Action: PPCC/MM

AOCB

AW informed the meeting that membership of Development Trusts Association Scotland was contingent upon a DTAS representative visiting with Trust Members. Dates of 6th, 7th, 8th and 9th of December were put forward by DTAS. JR and BD agreed to represent the Trust at any meeting, however it was hoped that as the December meeting of the Trust was on the 8th that perhaps DTAS could attend that. **Action: AW**

AB confirmed that the undergrowth at the rear of the school has been cleared under the Community Payback scheme.

There being no further business the meeting closed.

Appendix 1

Pinwherry and Pinmore Community Development Trust | Project Officer Monthly Report

Mid September – Mid October 2022

Pinwherry School – Phase 2

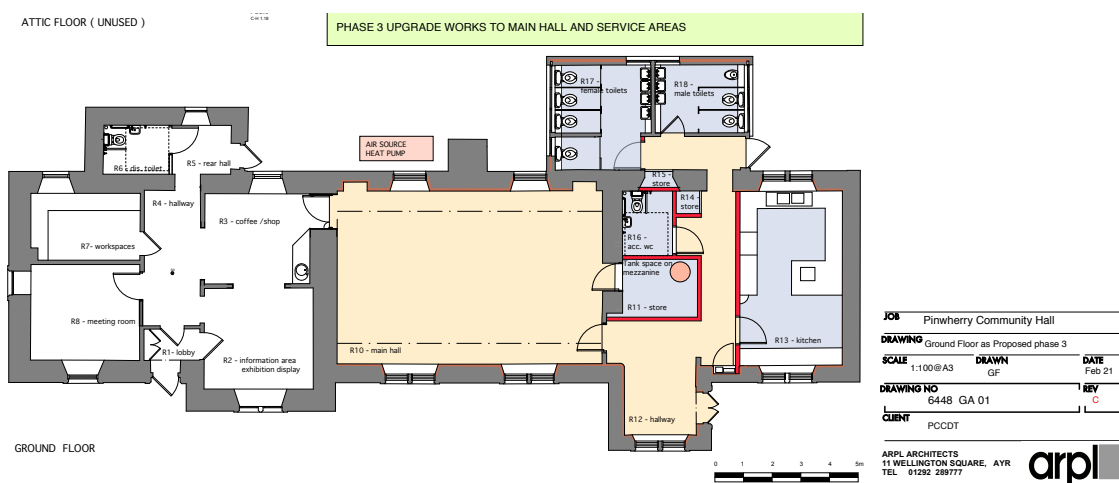
The phase 2 works are well under way and Trustees have been asked to pick the floorings and paint. Gordon advises that work on site will more or less be finished by the end of Friday. There may be some touching up or cleaning to finish off but it is more or less there. He intends having a site meeting at 2.30 on Friday to confirm a handover. I think Ann Berry had said she would be there but anyone is welcome.

It would be good to schedule a meeting to talk through the caretaking management of the left hand side of the building, e.g bookings/key holders etc.

Once we're into the new year, I think it would be a good idea to have an official opening of the left hand side of the building, where we would invite all the funders, local organisations and the community. This would be good publicity for the facility, plus it's a great way of thanking the funders.

Pinwherry School – Phase 3

Gordon sent through the updated Phase 3 costs and drawing.



Item / Description	Total Item Cost	Amount Requested by FS
Phase 1 Costs	£106,710.00	£0
Phase 2 Costs	£97,180.00	£0
Phase 3 Construction Costs	£170,722.00	£40,000
Phase 3 Preliminaries @ 15%	£25,608.30	£0
Phase 3 Contingency @ 10%	£19,633.03	£0
Phase 3 Consultant fees @ 12% (architect, CDM principle designer, engineer)	£25,915.60	£0
Phase 3 VAT @ 20%	£48,375.79	£0
Building Warrant fee	£1,302.71	£0
TOTALS	£495,447.43	£40,000

Pinwherry School – Funding

I finally submitted the RCGF Stage 2 application a day before the deadline. At stage 1 I asked for £181000 which was the shortfall for Phase 3 at the time, now that we have the updated costs and know there is a bigger shortfall, I have applied for £197,633.01 from RCGF. This amount includes the construction costs, preliminaries and the building warrant fee. We'll find out the outcome in the new year. I think February time.

The updated funding strategy is below. You'll see that I've put £53,924.42 against the new Pinwherry and Pinmore Community Fund for now, but I'm planning to do another funding search to see if there are any other capital funders we could apply to.

The Stage 2 Kilgallioch application is done, but I am unable to submit it as there was a glitch with the online portal. I've flagged this up with Foundation Scotland so hopefully it is rectified soon. I have requested for it to be considered at the 1st December meeting, so we should know the outcome before Christmas.

Funder	Amount	Confirmed
Advancing Community Assets Fund (SAC)	£106,710	Yes
Hadyard Hill Community Fund	£27,180	Yes
Carrick Futures	£25,000	Yes
Assel Valley Community Fund	£25,000	Yes
Pinwherry and Pinmore Community Council	£20,000	Yes
Kilgallioch Community Fund	£40,000	No – expected December 2022
Pinwherry and Pinmore Community Fund	£53,924.42	No – expected March 2023
Regeneration Capital Grant Fund	£197,633.01	No – expected February 2023
TOTAL	£495,447.43	

Pinmore Play Park

The play park proposals have been put on the community website and the link is on the Facebook page.

Pinwherry Field

I have emailed Blacks and sent them the letter from Scottish Water.

DTAS Membership

I have advised John Main from DTAS that the Trust would like to progress to full membership. He needs to come up for a visit to process the membership and has suggested 6th/7th/8th/9th December.

Core Costs application

The Hadyard Hill application for PPCDTs core costs has been submitted and it will be considered at the meeting on 1st December. We'll know the outcome by 5th, which is in time for the school insurance renewal.

Other

- I have uploaded the September PPCDT meeting minutes to the Documents page of the community website and linked to Facebook.