

PPCDT Trustees and Trust Members Meeting Minutes

Thursday 14th March 2024 – 7pm Auld School Community Centre

Marie McNulty (MM)	Trustee	David Hall (DH)	Trustee
Janette Gates (JG)	Trustee	Amy Watson (AW)	PPCDTO
Brian Duffie (BD)	Trustee	Jack McDonald (JW)	Member

MM opened the meeting by welcoming all present.

Apologies: Ann Berry (AB) Jean Wylie (JW) David Walker (DW) Joe Rigby (JR)

BD confirmed that per the constitution we were Quorate.

Declarations of Interest: None

Approval of minutes dated 8th February 2024: Proposed MM. Seconded DH

Matters arising: None

School Building: BD confirmed that the fortnightly site meeting had been cancelled on Wednesday 13th, but that he had chatted with the site manager and no issues were flagged up. We are awaiting paint colour suggestions from ARPL

MM asked if anything could be done about the panic bar on the front inside door dropping and dragging. BD confirmed that the door and panic bar were original fittings and therefore did not fall within the scope of Westgale works, he suggested that a handle might discourage people from using the bar to close the door. **Action BD**

Finance: AB had provided a breakdown of cash in hand, viz:

Date	Total	Restricted	Unrestricted	Cash in tin	Total funds overall
16/03/2024	£98,484.17	£93,423.00	£5,061.17	£69.21	£98,553.38

The PPCDTO's monthly report is at App 1. As we had secured funding for the Caretaker post to cover April to November, it was decided to commence advertising this post up to November and further subject to funding. JG undertook to create a job advert for posting on the Trust's social media channels and the website. Applications would be invited in the form of a CV together with a covering letter saying how the applicant met the criteria in the person specification contained in the advert.

The advert will go live over the next few days with interviews taking place on 10th April. JG will create a sample contract.

AW has volunteered to be the non-Trust member/Trustee on the interview panel

PPCDTO will continue to pursue the balance of the funding for the caretaker post together with funding for the cleaner post. An approach is to be made to the Pinwherry and Pinmore Community Fund. It was noted that we could not advertise the cleaner role until an offer of funding had been received. **Action JG, MM and AW**

A discussion ensued regarding the role post of an Activity Co-ordinator. It was decided to shelve this until after we handover of Phase 3.

Tables and Chairs. AW will continue to look for funding for these (£3859.60). **Action AW**

Pinwherry Field Project

MM queried whether there had been any further contact regarding the horse being exercised in the field, or the situation regarding payment for skip placement. BD confirmed that nothing further had been heard.

BD confirmed that the shed and water solution would be addressed in due course and would remain on the agenda until completed. **Action BD, JS and NG**

Pinmore Green Play Project:

AW is awaiting confirmation from SAC regarding equipment maintenance, as this was required by the funders. She has asked for this several times and will now ask Councillor Alec Clark to give the relevant party a nudge.

DH asked how long the works would take. AW confirmed that the project was to commence in May and she would ask the contractors to confirm length of time the works would take.

DH also suggested that the WI Cream Tea event could be used to mark the opening of the playpark. **Action AW**

AOCB

BD pointed out that a Trust member had brought their dog to a recent cosy space and wondered what the policy should be regarding dogs on the premises. After discussion it was decided that the policy would be No Dogs except Service Dogs. BD undertook to purchase signage to add to that already held for Phase 3. **Action BD**

BD stated that the Community Justice Team would be in touch in April regarding painting of the railings. It was decided the railings would be black and BD undertook to put a Small Grant Claim into PPCC to cover paint and equipment costs. **Action BD**

BD has been offered a high-end PC for use by the Trust and also has speakers that he is willing to donate. It was agreed that this equipment would be of use. **Action BD**

MM suggested that the AGM take place in June and could be combined with the official opening of Phase 3. This was agreed. **Action MM**

MM is currently reviewing the arrangements for support of our Defibs (Pinwherry Field and Pinmore Green). JG pointed out that recent experience was that our defib details (access code etc) are not held by the 999 Service. MM will check. BD pointed out that once Phase 3 was up and running, we should have a 3rd unit at the school. **Action MM**

MM pointed out that there are documents and papers held at the old Community Centre and that these would have to be recovered and reviewed. **Action MM**

There being no further business the meeting closed

Appendix 1

Pinwherry and Pinmore Community Development Trust | Project Officer Monthly Report Mid February - March 2024

Pinwherry School — Phase 3

We have received the first invoice and interim certificate for phase 3, so I have completed the RCGF Transaction List, and asked Gordon to provide the valuation breakdown. Ann has kindly paid the builders and I have sent through the screenshot to SAC as evidence of this. Ann has also raised an invoice from PPCDT to SAC, which I have sent on to SAC, in addition to all of the above documents. So everything has been sent to SAC and hopefully they now have everything they need to be able to process the claim and release the funding. I understand that Duncan Clelland, who was our main contact for RCGF at the Council, has now left, so SAC are a little slow in responding and dealing with requests.

Caretaker and Cleaner Salaries

I have written the job description and person specification for both the Caretaker and Cleaner posts, to accompany the funding application for the salaries. Although I originally applied to Kilgallioch, Linda West, the funding adviser, suggested we should apply to Pinwherry and Pinmore Community Fund, as this round of the Kilgallioch is heavily subscribed. I explained that we have just received a large sum from PPCF for the play park and that I was concerned that this application may not be considered. However, she still maintains that applying to PPCF is the best option for us. I think we should hear the outcome mid-April, so if we are successful, this will align with the completion of the third phase.

We heard back from the Community Empowerment Fund and we have been successful in securing 5,000 towards the salary of the Caretaker. This funding must be spent before November 2024 and, as Marie said in her email, can kickstart the recruitment process.

I attended a VASA webinar on the SAC employability funding programme, which is for a 6 month paid placement specifically for parents out of work. I thought it could be an option for match funding the E5k we have now secured. However, we're not actually eligible for this funding as one of the requirements is that the organisation must already employ staff and have payroll in place.

Community Co-ordinator Salary

Could we please discuss your requirements for Community Co-ordinator role? What do you envisage this position to be? What tasks would they have, what skills would they need and how many days per week do you anticipate they would work for?

In terms of funding options, I think The Robertson Trust was suggested, however as our income is over €100,000, we would have to apply for a Large Grant (between E15,000 and E50,000). This kind of figure would be fine, however their main priority is poverty and trauma, focusing on issue-based work at grassroots level. I don't think the work of the Community Co-ordinator would fully support this. The other suggestion was The Weir Charitable Trust, however our income is unfortunately too high for them to consider an application from us.

We might be better to apply to Carrick Futures and the next deadline is 7th May 2024, but once (get a better idea of what you are looking for, I'll hopefully be able to pinpoint some funders.

Pinmore Play Park

No update.

Website

I have updated some of the pages of the community website that relate to PPCDT:

- Trustee names and PPCDT meeting time and location
- PPCDT project descriptions (adding in the community growing, updating play park description, removing children's summer activities as we haven't done that in many years)

- Updating the PPCDT and PPCC meeting times and locations (in the sidebar widget)
- Primary School project page — I've written a brief account of the project over the past 7 years in past tense, beginning with the formation of PPCDT, the various community meetings, the CAT, the fundraising and the building works. It is described as "Pinwherry School Project History" as it is more of an archive-version. • I've changed the Activities/Groups tab at the top to "The Auld School Community Centre" and this will be the page that will contain all the information relevant to the new facility, in terms of the activities run from there, calendar of events, how to book etc. The placeholder currently reads 'page under construction' until we decide exactly what you'd like there.

Reporting

I have completed the Carrick Futures final grant report for the Community Development Officer funding.