

PPCDT Trustees and Trust Members Meeting Minutes

Thursday 8th February 2024 – 7pm Pinwherry Primary School

Marie McNulty (MM)	Trustee	David Hall (DH)	Trustee
David Walker (DW)	Trustee	Neil Gates (NG)	Member
Brian Duffie (BD)	Trustee	Jean Wyllie (JW)	Trustee
Janette Gates (JG)	Trustee	Amy Watson (AW) via Zoom	PPCDTO

MM opened the meeting by welcoming all present.

Apologies: Ann Berry (AB)

Declarations of Interest: None

Approval of minutes dated 11th January 2024: Proposed DH. Seconded JG

Matters arising: DH informed the meeting that PPCC were currently seeking quotes for the path from the Willowdene bus stop to the car park gate. **Action PPCC**

DH is investigating prices for signage publicising the Community Centre. He had received a quote of £696. BD will send a link to the site he used for the school sign. AW will do the graphics for an 800 x 1500 sign. **Action DH, AW and BD**

NG and BD had investigated a WIFI solution for the main hall and would liaise with electrical contractor to run cables. **Action NG and BD**

BD made a suggestion regarding tables that several of those in attendance had experience of. The Bolero table could accommodate 6 with people on the ends and were very stable. Although no decision was made, it was decided that the maximum number of tables that the hall could hold was 10 and it followed that 60 chairs would be needed. **Action C/F**

School Building: BD confirmed that Westgale had received an enquiry from [REDACTED] regarding payment for placing skips in the laybys. This stemmed from the fact that Westgale had paid this individual £[REDACTED] during Phase 2. When the Trust were notified of this payment enquiries were made of SAC and Ayrshire Roads Alliance, who confirmed that the Muck Road/U52 had been adopted under the Roads (Scotland) Act 1984 and as such the verge/layby was also adopted and was therefore part of the public road.

BD had met with [REDACTED] and informed the meeting that he not only wanted payment for placing skips, but also an annual payment of £[REDACTED] from PPCDT to allow community members to park in the laybys whilst attending activities at the Auld School.

After a short discussion the Trustees agreed unanimously that no payment was to be made. BD undertook to inform [REDACTED] in writing. **Action BD**

Railings. The points were still to be ground off. BD said that he had delayed the Justice Team from painting them until after the Phase 3 handover as, technically, the playground was a construction site **Action NG and BD**

BD NG and JW had attended the first progress meeting and Westgale reported that things were progressing satisfactorily. Gordon Fleming had asked that a list of kitchen equipment and furniture be with him in the following 24 hours . Given the timeline BD and NG had obtained a scale plan and submitted a 'wish list' to Gordon.

Funding Update: Accounts have now been submitted to OSCR

The PPCDTO's monthly report is at App 1.

Pinwherry Field Project

BD had issued a cease-and-desist letter to the horse owner who had been seen exercising her horse in the field.

The shed had been received. NG and BD would arrange the build. **Action BD and NG**

Pinmore Green Play Project:

DH had taken 'before' pictures on behalf of FS.

Playpark equipment has been ordered.

AOCB

The revised charges for the blue bin were notified to the meeting and it was agreed to opt for the smaller size Euro Bin. **Action: AB**

JG had attended a Community Transport meeting. The aim is to run a community bus to local villages. JG will keep the Trust informed as matters progress. **Action: JG**

DH confirmed that PPCC are pursuing ARA regarding 20 mph road signs etc. Daniel Hainey of ARA has been invited to the PPCC meeting on 21/03/2024. **Action: PPCC**

There being no further business the meeting closed.

Appendix 1

Pinwherry and Pinmore Community Development Trust | Project Officer Monthly Report

Mid January – Mid February 2024

Pinwherry School – Phase 3

I haven't received the first interim certificate yet from the architect, nor the first invoice from the contractor, so I can't start the RCGF claims process yet.

School Insurance

The insurance schedule has been signed by Ann and I have sent it off to the insurers.

Core Costs

This month I have submitted two funding applications for salaries for The Auld School, which has taken up most of my time:

1. **Community Empowerment Fund.** This is a Scottish Government fund, administered by South Ayrshire Council, primarily for capital funding, but they have a very small pot of revenue funding available (£11,900). All projects must be completed by 30th November 2024. So, I have applied for 9 months of the salary for the Caretaker (16 hours per week x £13 per hour x 39 weeks (Mar – Nov) = **£8,112**). I'm not too confident we will be successful because of the very limited pot of money available and because it's only over 9 months, so they may not want to fund a salary for that short time frame.
2. **Kilgallioch Community Fund.** I have applied for both the Cleaner and Caretaker salaries for two years from 1st May 2024 – 30th April 2026. The deadline is 12th February for an outcome in April. I have asked for a total of **£32,448** at £16,224 per year. This is broken down into the Cleaner (8 hours per week x £13 per hour x 52 weeks = £5,408) and the Caretaker (16 hours per week x £13 per hour x 52 weeks = £10,816). Because we have recently had £60,000 from Kilgallioch for the school, they may not want to consider another funding application in a short space of time, but I thought it was worth a shot!
- 3.

I am reviewing funding options for the Community Co-ordinator and will work on that next.

Pinmore Play Park

I have raised the order for the play park equipment etc with the supplier, so that we can keep the price at the quote we have secured funding for.

They came back to me asking for colour preferences for the MUGA flooring and outside "cage" element. This was put to the Trustees and the colour with the most 'votes' was green, so I have passed that on to the supplier.

Reporting

I have written and submitted the final grant report form to the D'Oyly Carte Foundation regarding the Pinwherry field horticultural project. Thanks to Brian for sending me photos, which we also sent as evidence. Apart from confirmation of receipt, I haven't heard anything else, so hopefully they are happy with what we have done so far.

I have also received emails from Foundation Scotland asking me to complete yet more reports! However, upon further investigation, it appears I can't actually complete the 3 outstanding reports yet because:

- The report for the 2023 core costs actual contains questions for someone who would have received funding for a training course, so it's obviously an admin error!
- One interim report for Community Development Officer match funding doesn't actually provide any questions for me to fill in

- There is a final report for the Kilgallioch funding for phase 3 of the primary school works, however because that work is still on-going, I can't report on it yet!!'ve asked the grants adviser to let me know what she wants me to do, but they must be having technical issues!