

PPCDT Trustees and Trust Members Meeting Minutes

Thursday 8th June 2023 – 7pm Pinwherry Primary School

Marie McNulty MM	Trustee	Jean Wyllie	Trustee
Joe Rigby (JR)	Trustee	David Hall	Trustee
Brian Duffie (BD)	Trustee	Amy Watson	PPCDT
Janette Gates (JG)	Trustee	David Logan	PPCC
Anthony Hills	Trustee	Neil Gates (NG)	Member

MM opened the meeting by welcoming all present

Apologies: Ann Berry (AB)

Declarations of Interest: None

Approval of minutes dated 15th May 2023: Proposed AH. Seconded JG

Matters arising: A letter has been received from Graham Henderson confirming that gate access to the field will be limited to his tenure of the property

School Building Works: AW read out the PPCDTPO Monthly Report – See appendix 1

The RCGF letter of offer is still outstanding and this is preventing the drawing down of other funding. Jamie Tait and Melissa McCulloch (SAC) have been emailed to try and push things along.

The additional funding of £5000 from the Assel Valley fund will be used to reinstate the path in the memorial garden, repair the chimney (insurance risk) and repoint the boundary wall. After discussion, quotes for this work from Dean Fletcher were accepted.

Kilgallioch AGM – AW had made a presentation on PPCDT actions and achievements and had received a £250 prize. The meeting offered AW its congratulations and thanks.

Funding Update: In AB's absence there was no funding update

There was a discussion on future core costs – details in the PPCDTO report

Pinwherry Field Project

MM is to approach AB to purchase more sleepers out of existing funds. Volunteers to construct the field furniture etc would be sought after the event on the 22nd. **Action MM and AB**

Pinmore Green Play Project:

David Loudon of SAC has now retired and there has been no notification of a successor to date. MM confirmed that she now has maintenance costs for the MUGA and confirmed that VAT will have to be paid on all equipment purchases.

Estimated costs are to be sought from playground equipment installers. **Action AW**

AOCB

Simon Russell is to be approached to supply a costing for a disabled ramp to the disabled toilet. **Action BD**

Now that the chassis has been removed from the field car park, Simon Russell is to be requested to weed kill that area together with any hard surfaces at the school. **Action BD**

AGM. Hall booked for 13th July at 7pm. AW will issue statutory notices and paperwork in the coming week. **Action AW**

There being no further business the meeting closed.

Appendix 1

Pinwherry and Pinmore Community Development Trust | Project Officer Monthly Report

Mid May – Mid June 2023

Pinwherry School Funding

I had a Teams meeting with Jamie and Milissa from SAC on 22nd May and I gave them an update about the project, however they still didn't have an update for us about the RCGF funding. The hold up, I am told, is with the Government. It's frustrating as there is nothing I can do to speed this along.

Activity/Project Funding

The decision for the Social Isolation and Loneliness Fund is around 7th July, so I should have an update for this by the next Board meeting.

School Insurance Site Visit / Survey

I've sent Stuart Dennis the photos of the new internal signs (risk 3) and the photos showing actions taken to mitigate the risks in numbers 5 and 6. I've also re-sent him the Fire Risk Assessment. I've nudged the insurers again about the insurance implications if we don't have an intruder alarm and I'm still waiting for a reply (this is risk 4).

Kilgallioch AGM

As a recent grant recipient, PPCDT was asked to attend the Kilgallioch Community Benefit Company AGM on 7th June and give a presentation about the school redevelopment project. I was one of three grantees presenting, chosen out of 60 grantees, with the other two being Galloway Hillbillies and Fed Up Café. After we all gave our presentations, the members and directors present voted for the projects, with the winner receiving £1,000 and the runners up £250 each. Unfortunately we did not win, however we did receive a £250 cheque which is a nice bonus and I feel it was good exposure for PPCDT and the school project.

Additional £5,000 from Assel Valley Community Renewables Society

Stuart Lindsay has been in touch with us regarding an additional £5,000 funding for PPCDT to use towards the school. I have written back to thank them for the offer and that we would like to accept, but that I will be back in touch to confirm what we would like to spend it on. Can we please agree today what it will be spent on?

Core Costs

Staff Costs													
School Cleaner (self-employed) 2 hours p/w @ £12.50 p/h = £25 p/w	£1,300		On-going										
School Caretaker (self-employed) 8 hours per week @12.50 p/h @£100 p/w	£5,200		On-going										
Development Officer (self-employed) 14 hours p/w @ £20 p/h = £280 p/w	£14,560												
Staff Cost Sub Total	£21,060												
Other Projects Costs													
New Play Park equipment, picnic benches (inc. VAT) installation	£73,736												
Play park and picnic benches annual inspections and maintenance	£1,025												
Pinwherry Field strimming/mowing	£800												
Pinwherry Field community garden materials (soil, seeds, plants, tools etc)	£1,500												
Pinwherry Field ramp to toilets	£??												
Other Project Cost Sub Total	£77,061 (+ ramp)												
TOTAL ANNUAL COSTS FOR YEAR ONE	£116,861												

Other

- I've completed and sent off the CAT Evaluation Form
- I have uploaded the April PPCDT meeting minutes to the Documents page of the community website

