

## PPCDT Trustees and Trust Members Meeting Minutes

Thursday 9<sup>th</sup> February 2023 – 7pm Pinwherry Primary School

Ann Berry (AB)	Trustee/Acting Chair	Neil Gates (NG)	Member
Joe Rigby (JR)	Trustee		
Brian Duffie (BD)	Trustee		
Janette Gates (JG)	Trustee		
Amy Watson (AW)	PPCDTO		

AB opened the meeting by welcoming all present

**Apologies:** David Hall (DH) Marie McNulty (MM)

**Declarations of Interest:** None

**Approval of minutes dated 12<sup>th</sup> January 2023:** Proposed JG. Seconded BD

**Matters arising:** None

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

The Board had an online meeting with our architect on 8<sup>th</sup> February. Gordon will start initial surveys now pending funds being finalised.

### **Funding Update:**

AB reported that there is £66371.14 of restricted funding in the bank. EDF have started taking direct debits for the electricity bill. They have however debited us £1500 twice and MM is pursuing repayment. RCGF grant letter still outstanding, but SAC representative is chasing on behalf of AW. AW to establish if we have to re-tender Phase 3 costings.

ARIA funding grant for 'Cosy Space' furniture – acceptance letter signed by AB and BD. AW will pass on details of what is to be purchased to AB **Action AW and MM**

### **Pinwherry Field Project**

NG reported that EVO Energy are donating hedging plants to community projects. NG will pursue on behalf of the Trust. JR and BD undertook to do the planting around the car park area once the plants are received. **Action NG, JR and BD**

### **Pinmore Green Play Project:**

Fiona Ross of SAC has provided some rough costings, viz:

Annual inspection £25pa

Equipment and surface maintenance £500pa

SAC will carry out the above for the 1<sup>st</sup> 10 years with an approximate total cost of £7000

It is envisioned that SAC approved and maintained equipment will be covered by their insurance for the 10 year duration

## **AOCB**

There was a discussion regarding creating more 'targeted' email addresses. For clarity we will maintain the status quo, however a booking email address and system will be adopted idc

BD asked the meeting to consider what sort of artwork/photographs we should have on the walls. AB has the original artwork as used on the community information posters. She will look these out and pass to BD to investigate framing costs. **Action AB and BD**

Launch event will take place on 30<sup>th</sup> of March. A list of potential invitees (other than the community) was approved (app 1). BD will investigate organising a finger buffet. **Action AW and BD**

There being no further business the meeting closed.

## Appendix 1

Pinwherry and Pinmore Community Development Trust | Project Officer Monthly Report

Mid January 2022 – Mid February 2023

### Pinwherry School – Funding

I have written and submitted the shortfall funding application for phase 3 for £33,924.42 to the Pinwherry and Pinmore Community Fund. The panel meeting is on 6 th March, so we should know the outcome shortly after that.

### Pinwherry School – Architects

Marie, Brian, Jean and I had a Teams meeting with Gordon on 8 th February to discuss the way forwards with the next stage. Gordon has been informed of the timescales with the funding and understands that we won't have full confirmation of all match funding in place until mid-March (hopefully!), however he is able to start the initial surveys over the next few weeks to get the project underway.

I'm still waiting to receive the grant offer letter from RCGF to find out the conditions of the RCGF grant and whether we would be required to re-issue a tender for the building works, or if we can go ahead and use the same builders and also which dates the invoices must be dated within. I've chased this up with Milissa at the Council as this information will be needed soon for Gordon to plan ahead with the project. She phoned today saying SAC have still not received anything through from the Scottish Government.

### Pinwherry School Furnishings

I applied to The Ayrshire Rural and Islands Ambition Fund (ARIA Fund) for equipment and furniture for the left side of the building, focusing on combatting the cost of living crisis, to meet the fund criteria. We found out on 7 th February that we were successful and will receive funding for the following:

Cost Heading Detailed Cost Amount &gt;£1000, 3 Quotes?

Y/N

Cozy Space Fit Out Microwave £100.00 N

Fridge £220.00 N

Kitchen Storage Unit £309.95 N

Utility Storage Cupboard £303.60 N

Crockery Set £256.00 N

Cutlery Set £144.00 N

Tables £706.13 N

Chairs £2,858.88 Y

Sofas £1,389.60 Y

Cosy Working Space Fit Out Computer Chairs £422.40 N

TOTAL ELIGIBLE PROJECT

COSTS £6,710.56

VAT Included? 1 Yes

We need to have bought all furniture and equipment and have it installed prior to 10th March and must keep a record of all invoices/receipts and provide bank statements showing the spending of each item.

DTAS Membership

On 1 st February some of the Trustees and I met with John Main from DTAS here at the school. He had a look round the building and we spoke to him about the various projects of the Trust. He was happy to progress PPCDT to full members of DTAS.

SLF End of Project Form

Terry O'Neill from the Scottish Land Fund requested the End of Project report to be completed, regarding the funding we received from them for the building acquisition costs in April 2021. This was submitted at the end of January.

School Launch Event

Marie and I were thinking it would be best to hold the school launch event on 30 th March because by then we will have the furniture installed, we will know the outcome of all the funding applications and should have all the costs secured and it also gives us time to get a newsletter out to the community to advertise the event, plus update about all our projects and means that we would have another Board meeting before then too.

I will start planning this properly in the coming weeks, and obviously the community as a whole will be invited, but I have begun to put together an invitation list of individuals to invite:

Pinwherry and Pinmore Community Council

Pinwherry and Pinmore Community Association

Pinwherry SWRI

PPCDT Members

Tom Burns – Service Lead - Asset Management and Community Asset Transfer, South Ayrshire Council

Jamie Tait – South Ayrshire Council

Colin Love – Thriving Communities, South Ayrshire Council

Assel Valley Community Fund panel

Hadyard Hill Community Fund panel

Carrick Futures fund panel

☒ Suzy Mercer – Foundation Scotland

Clare Graham – she worked for Foundation Scotland until very recently and she was a great help to me with

various funding applications, so it would be nice to invite her if possible

Alec Clark – Councillor

John Main – DTAS

Gordon Fleming – ARPL Architects

Sandy Cunningham – Westgale Property Maintenance

Builders involved in the project – Westgale Property Maintenance

Galloway and Southern Ayrshire Biosphere

Colin McNally – PPCDT accountant

Tricia Watts – Living with Leisure

Manager of (VASA) Voluntary Action South Ayrshire

Dr Katy Sloan - Ballantrae Medical Practice

Someone from the Stinchar Valley Magazine – if it still exists?

The Ayrshire Post?

Carrick Gazette?

Do you have the equivalent of 'Dumfries and Galloway What's Going On?'

Should we invite organisations/groups from neighbouring villages? For example Barrhill, Colmonell, Ballantrae? Would you like one of the Directors of Creetown Initiative to attend too? (i.e. my manager)

Please let me know if I've missed anybody out or if there are people on the list who shouldn't be there!

Other

I have uploaded the December PPCDT meeting minutes to the Documents page of the community website