

PPCDT Trustees and Trust Members Meeting Minutes

Thursday 9th March 2023 – 7pm Pinwherry Primary School

Marie McNulty MM	Trustee	Jean Wyllie	Trustee
Ann Berry (AB)	Trustee	David Hall	Trustee
Joe Rigby (JR)	Trustee	Jimmy Stewart	PPCDA
Brian Duffie (BD)	Trustee	David Logan	PPCC
Janette Gates (JG)	Trustee	Neil Gates (NG)	Member
David Walker	Trustee		

MM opened the meeting by welcoming all present

Apologies: Anthony Hill (AH) Amy Watson (AW)

Declarations of Interest: None

Approval of minutes dated 9th February 2023: Proposed AB. Seconded JG

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 8th February. Gordon will start initial surveys now pending funds being finalised.

Snagging – Westgale will be on site Friday 10th March. BD will attend on behalf of the Trust. **Action BD**

MM reported that the Inaugural Cosy Space event had been a resounding success with many local residents in attendance. Chris Campbell had attended on behalf of ARIA to take photographs and audit the furniture purchases. Once his report is submitted, ARIA will release the 50% grant Balance.

Future use of the building:

Cosy Space: BD will open the building for the next 3 Thursdays 14:00 - 16:00 to gauge uptake. After that the Trust will review whether it should continue on a weekly basis and who should open the building.

Working From Home: The IT Suite will be available on Wednesdays. MM and AW will organise times as they will be using the facility.

Whist: Irene McCrae will run fortnightly whist drives during the day. Day and time toTBA

BD will ask AW to publicise these events. **Action: BD**

Other ideas for events were taken from the floor, viz: Wine tasting, Cheese tasting (Caledonian Cheeses Stranraer) Craft Fair. AH was suggested for doing woodcraft tasters.

During the opening event on 30th March, attendees will be asked what they want to be held in the building.

A quote had been received from West Coast Tree Surgeons for felling the trees, chipping and moving the timber to the front of the school for residents to take. The quote was quite high and BD is to ask for a revised quote for just felling and leaving in situ. JS and DH gave BD the contact details for other Tree Surgeons so that he can get further quotes. **Action: BD**

MM reported that Tom Henderson from the SAC community Wealth Building Team will be visiting on 22nd March at 14:00 to discuss possible uses for the Nursery Building. Trustees are encouraged to attend.

Funding Update: AB reported that there is £59171.37 of restricted funding in the bank. MM is liaising with EDF etc regarding the Solar tariff feed in now that the building has been registered with the Royal Mail Postcode Service. 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.

Xero accounting software will be used for the coming financial year.

PPCDTO report is at Appendix 1.

Pinwherry Field Project

NG reported that the hedging had been received and he will hold until April for JR and BD to do the planting around the car park area. **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 1st 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.

The MUGA has not been included in the above, so the costings may need adjusting

AOCB

Opening Day. AW has issued invites to funders and is collating responses. AW is also arranging railing banners etc. Rosie Duffie (RD) will supply the buffet. At this point the meeting asked BD to pass on its thanks to RD for preparing the Cosy Space that day.

NG reported that he was waiting for milder weather before starting the rain harvesting and solar panel install for the field units. JS said that the toilets could be supplied from his property in the meantime and was happy to assist NG with the plumbing repairs. **Action BD JS and NG**

The 2 electricity meters are to be consolidated into 1.

As the building is now open, it is envisaged that it can now be used for First Aid and Defib training. **Action: JG**

BD noted the lack of fire extinguishers and evacuation procedures and will investigate. **Action: BD**

Simon Russel is to be asked for an update on grass maintenance and pricing. **Action: BD**

DW advised that there is to be a music event on the field on 22nd July. There will be a mobile bar and food wagon. DW will chase up the marquee pole repairs with Shanklands of Colmonell. **Action: DW**

PPCDA will investigate the possibility of a Coronation event for the weekend following the actual Coronation. AB advised that SAC had funding available, but the time limit for applying was 20th March. BD to ask AW to investigate. **Action: BD**

BD stated that he had a list of things that had occurred to him over the last few weeks when receiving deliveries and he will email them to the Trustees separately rather than prolong the meeting. **Action: BD**

There being no further business the meeting closed.

Appendix 1

Pinwherry and Pinmore Community Development Trust | Project Officer Monthly Report

Mid February 2022 – Mid March 2023

Pinwherry School – Funding

The panel meeting for the shortfall funding application for phase 3 for £33,924.42 was held on 6 th March. As of close of play on 8 th , I haven't heard the outcome.

I still haven't received the grant award letter from RCGF.

Pinwherry School Furnishings

ARIA deposited 50% of the grant and Ann has kindly ordered all the cosy spaces items. Between Ann, Brian and Marie, we have taken delivery of each item. It's been a rush due to the constraints of the funding conditions, so thank you everyone for pulling together to make this happen.

In the meantime, I have attended the online ARIA claims meeting and have written the end of project report, plus the other claim documents, which have been sent to ARIA. Once they have verified everything, they will release the other 50%.

The final part is the "monitoring visit" at which a representative from ARIA (in this case Chris Campbell from SAC) visits to take photos of the furniture and the cosy space in action, so I created a quick poster to advertise this event.

School Launch Event

The school launch is planned for Thursday 30 th March 2pm – 4pm and I have created the invite and emailed it out to the following people. Those in green have already confirmed attendance, the red are those who have declined, the others haven't responded yet, but I've asked for RSVPs by 22 nd March so there's still plenty of time:

- ☑ Pinwherry and Pinmore Community Council
- ☑ Pinwherry and Pinmore Community Association
- ☑ Pinwherry SWRI
- ☑ PPCDT Members – 6 have confirmed attendance so far (outside of Trustees)
- ☑ Tom Burns – Service Lead - Asset Management and Community Asset Transfer, South Ayrshire Council
- ☑ Tom Henderson – Community Wealth Building, South Ayrshire Council
- ☑ Colin Love – Thriving Communities, South Ayrshire Council
- ☑ Chris Campbell – Community Liaison
- ☑ Pinwherry and Pinmore Community Fund panel

- ☒ Stuart Green - Carrick Futures fund
- ☒ Suzy Mercer – Foundation Scotland
- ☒ Clare Graham – Foundation Scotland
- ☒ Alec Clark – Councillor
- ☒ Peter Henderson – Councillor
- ☒ Gavin Scott - Councillor
- ☒ John Main – DTAS
- ☒ Gordon Fleming – ARPL Architects
- ☒ Sandy Cunningham – Westgale Property Maintenance
- ☒ Builders involved in the project – Westgale Property Maintenance
- ☒ Jenna Cains - Galloway and Southern Ayrshire Biosphere
- ☒ Colin McNally – PPCDT accountant
- ☒ The Ayrshire Advertiser
- ☒ Carrick Gazette
- ☒ Tim and Carolyn Stephenson – Creetown Initiative Directors

Brian's wife has kindly agreed to do the catering, I am designing a large banner which will be displayed on the railings

outside the school, plus there will be a funders board inside, there will be an area for community members to write

ideas/feedback, suggestions for future activities etc (eg a flipchart and post-it notes) and there will be a board with the

up to date drawings of the school for people to view.

In terms of a running order, we were thinking:

- ☒ Teas/coffees/cold drinks provided as people arrive
- ☒ Marie to welcome everyone and talk about the history of the Trust, the refurbishment project and those involved (Peter Walker, funders, architect, builders etc)
- ☒ Hopefully Alec Clark will say a few words
- ☒ Amy to talk about future projects and ask for people to provide ideas via the flipchart/post-its
- ☒ Does someone want to say a final few words??
- ☒ Then we can open the buffet and encourage people to mingle/write comments etc

Of course, this is not set in stone – let me know if you have any ideas!

Newsletter

I have started writing the newsletter and will get this finished next week and will send to the printers. It will include an

update about the funding, plus there will be an advert about the Official Opening, so we'll need to distribute it before

the end of the month please!

Other

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

☑ I have written an end of project report for one of the Phase 2 capital grants from Foundation Scotland