

PPCDT Trustees and Trust Members Meeting Minutes

Thursday 9th November 2023 – 7pm Pinwherry Primary School

Marie McNulty (MM)	Trustee	Jean Wylie (JW)	Trustee
Joe Rigby (JR)	Trustee	Neil Gates (NG)	Member
Brian Duffie (BD)	Trustee	Jack MacDonald (JM)	Member
Janette Gates (JG)	Trustee	David Walker (DW)	Trustee
David Hall (DH)	Trustee	Ann Berry (AB)	Trustee

MM opened the meeting by welcoming all present.

Apologies: Amy Watson (AW)

Declarations of Interest: None

Approval of minutes dated 12th October 2023: Proposed AB. Seconded JG

Matters arising: BD explained that the Parking Disclaimer and railing signs had been received from Jamie MacDonald (JMC). Unfortunately, due to a breakdown in communication, only one disclaimer sign had been included on JMC's price. It was decided to pursue the disclaimer for the field at a later date.

Stones at the War Memorial. JM confirmed that JMC had refurbished the stones.*

MM has completed her Biosphere presentation to PPCC

Handrail extended by NG and BD

The PPCDA Small Grant application for the children's Christmas party has been approved. At this point DW asked if the £2000 from the joint fund had been received. It was confirmed that this was not done and DW will pursue with the PPCDA Treasurer. **Action: DW**

School Building Works: MM asked BD to read out the PPCDTO monthly report – Appendix 1

MM will call a meeting once all Trustees have had a chance to review the revised tender figures for Phase 3. The meeting may be online. **Action: MM**

Funding Update: AB provide a funding update, viz: £99220 restricted and £250 unrestricted. We have applied for £18750 From Foundation Scotland for running costs. Upcoming expenses include Public Liability and building Insurance (approximately 6.5K)

Pinwherry Field Project

A facebook post will be made in the New Year to arrange a meeting of those who would be interested in using the Polytunnel. AB suggested that the Ayr Ranger Service should also be invited.

Action for carry forward: BD

BD, NG and JS will meet up to discuss the field water solution **Action: BD JS and NG**

MM pointed out that the field units would need painted. BS will investigate with the Community Justice Team. **Action for carry forward: BD**

It was pointed out that the weeds behind the units would need clearing. BD will endeavour to order weedkiller from a source he has. **Action: BD**

Pinmore Green Play Project:

No update

AOCB

MM asked that we consider colours other than black for the railings. BD will get a colour range for Hammerite Straight to Rust and send them to MM for consideration. **Action: BD**

Heaters in Phase 2. BD confirmed that programming the heaters was not viable as only Comfort and Eco settings were available to program. BD undertook to show Cosy Space volunteers and DH (PPCC) how to operate manually. **Action: BD**

DW confirmed that PPCDA were holding another music event next August.- - details on FB

A discussion ensued re grass cutting in the field. BD to approach contractor to agree pricing and schedule for next season. The aforementioned to include full costs for the verge. **Action: BD**

There being no further business the meeting closed.

*This in fact has not been done

Pinwherry and Pinmore Community Development Trust | Project Officer Monthly Report

Mid October – Mid November 2023

Pinwherry School

I sent an email to Gordon, as requested after the last Board meeting and put forward PPCDT's suggestions. Gordon's responses are in red:

- Option of air source extension to phase 2 area = £7,200 inc. VAT - after discussion they decided they did not want to take up this option. **We don't know what the actual cost of this is yet but it is the most obvious omission. If we do I would suggest the heat pump is sized to allow for it as future proofing**
- Septic tank = £9,000 - we understood that the tank was surveyed as part of phase 1 and that it was fit for purpose? What would this figure be for? **The tank had an inspection but not in detail. We do need to cover ourselves in case we discover a problem as the final drains as worked on.**
- Toilet cubicles = saving unknown = could a reduced spec be used? **Again I don't what saving is being suggested by westgale but this will be clarified in the final pricing**
- Kitchen fit out = (approx.) £18,000 inc VAT - the board discussed this at length and have decided that the spec needs to be reduced, possibly by using stand-alone stainless steel kitchen tables/sinks etc with electric range, fridge, freezer etc. They estimate a saving of around £9,500. They also queried the use of 450mm ducts, thinking 250mm would be sufficient. **Stand alone stainless steel is what we were allowing for – it is more expensive and this cost was based on previous prices. It is however a provisional sum so you can set this wherever you want but that will then be the budget for the kitchen. The duct size will be calculated by the installer – but the 450 is the opening in the stonework not the actual duct size. The duct will be insulated which reduces its effective size.**
- WiFi - the Board could do this themselves to save costs, assuming the cost comes in fairly high. **We will look at this one but I suspect it is not expensive.**
- CCTV/Baby change = although there isn't a figure for this yet, the Board are hopeful that removing/reducing the above items would allow for these items to be installed.

The most recent update from Gordon is below. Hopefully we'll have a Construction Contract by the end of next week (subject to your approval) which I can send to RCGF, who can then generate a Grant Offer Letter and we can start to draw down this funding. I can also send the Grant Offer Letter to the match funders (who have been sending me weekly requests to have sight of it!)

I think we are more or less there – I have received the outstanding costs from Westgale and after looking at these have gone back to them with some additional points which I think will meet the budget. When I have a response I will come back to you with our suggestions. I would hope this would all happen within the next week. Assuming everyone is Ok with this it would allow us to enter into contract with Westgale probably next week.

Core Costs

No update, just awaiting the grant application outcome.

Pinmore Play Park

Again, no update, just awaiting the grant application outcome.

Reports

This month has mainly been consumed with grant report writing. Due to the previous Grants Advisor leaving Foundation Scotland earlier in the year and her not being replaced until last month, there must have been a

back log of report requests being issued as they all came through within a couple of weeks! I think there are still a couple more to come, too.

I have completed and submitted the following reports:

- End of grant report for Hadyard Hill (phase 2 of school refurbishment)
- End of grant report for Carrick Futures (phase 2 of school refurbishment)
- End of grant report for Hadyard Hill no. 2 (phase 2 of school refurbishment)
- End of grant report for layby maintenance
- 3 x Interim reports for Project Officer funding
- End of grant report for Prject officer match funding
- End of year 1 report for Tralorg

Other

- I have uploaded the August and September 2023 PPCDT board meeting minutes to the community website.