

JBCTD Board Meeting
Monday 6th December 2021 10.00am
At the Johnstonebridge Centre

Members Present:

Lord David Johnstone (Chair)
Lady Julia Barnard
George Muirhead
Russ Watson
John Graham
Billy Lockhart

In attendance:

Helen Thornton (Admin)
Katie Nairn (consultant)

Minutes:

1	<u>Welcome and Apologies</u> LLDJ welcomed everybody. There were no Apologies	Action
2	<u>Minutes of the Previous Meeting</u> The previous minutes of Monday 6 th December 2021 Proposed by LDJ, Seconded by John. Matters arising: a) LDJ to help with funding application for web site for the centre, HT to ask Sam at Foundation Scotland to call and explain banking situation. b) Clyde micro grant is now in the bank and should be marketed to the community. This can be a simple form on the website such as the Minnygap one. c) MUGGA Lighting Ross to set a date for work to commence HT to chase d) There was interest in a Defibrillator for the community. KN to investigate costs and write application to Clyde for the Trust. e) TV Licence for the centre said to be unnecessary and cancelled f) Derick Mitchell to be asked about fixing disabled switch when they are on site in on the 10 th Dec.	LDJ HT HT KN HT HT
3	<u>Rural housing update</u> Planning has been approved. Community Housing is exploring funding options. Perhaps potential to collaborate with DGHPs forthcoming build in the village of 33 properties in 2023. Application to be submitted to the Community Led Economic Regeneration Fund (CLERF).	LDJ/HT
4	<u>Report on changes and updates (KN/HT)</u> a) Filing systems are being streamlined, this is an ongoing task. Old and unnecessary items to be shredded (electronic and hard copies). Archive files to be stored in a storeroom away from public access.	HT

	b) Internet speeds are much better no issues with changeover. c) The Trust was now registered for TechSoup which would allow for heavily discounted technology and software. HT to register for sage and ms discounts. d) A migration to sage business cloud has taken place. Susan and Helen to be able to access from home when required and with the discount this will save the Trust around £35per month compared to current spend. e) Funding spreadsheet is in place and will be kept up to date going forward f) Update on Funds available: i. Clyde –£1,000 of Microgrants available to the Trust to award to community groups or individuals up to £250 ii. Minsca would be administered by the Trust around c£2,500pa current pot c£5,500 apply by pre planning application to D&G Council each May. iii. ANCBC is open for large grants but due to lack of Community Council currently Johnstone cannot access microgrants to distribute. HT to ask Sam at Foundation Scotland if there has been any changes to the Governance on this fund to allow for Development Trusts to participate. iv. Minnygap - An application would go into the current round to fund a new website and pc. v. There was lack of demand for the education and training fund, KN and HT would investigate ways to promote. Contact Sam for assistance on how to raise more public awareness of funds available, local papers, press release. The trust would also apply for funding to put on various courses including Strimming and knapsack to assist in promotion. g) KN submitted the final figures to the Lottery and the fund is now closed with no further reporting required. KN to assist with the development of the website project HT to continue with KN assistance as and when necessary.	HT KN/HT KN/HT HT KN/HT KN
6	<u>Current Business</u> a) Scottish water issue RW is still awaiting a response b) Cleaning of war memorial, the Council were able to provide a report on the potential cleaning of the memorial. HT to chase this up with Nicola Simpson. c) Distribution Board servicing by Derek Mitchell being carried out December over two days. HT to finds out if this is an annual requirement and set a calendar reminder. d) Development assistance for the three Minnygap communities is outstanding LDJ and HT to take forward e) Cool and Easy Serviced Ground Source Heat Pump completed. HT to enquire if this is an annual requirement and set a calendar reminder. f) Glass recycling bin for completion in December but could be delayed. HT to chase for final date. g) Youth Child Protection Policy discussion took place. It was agreed that for ease and safety the youth club would look to obtain a grant to hire the entire building on Wednesday nights that way the income for the hall is safeguarded from lost bookings and the Youth Leaders are secure in the knowledge that no other groups would be present. KN to assist RW with an application to Clyde. h) The Junior Youth Club small grant application had been completed, it is hoped to have the group up and running in January. i) The Centre was booked up with Dance on a Monday evening, School PE then Bowling Tuesday, Let's Get Sporty and Youth Club on Wednesday up to Christmas	RW HT HT LDJ/HT HT HT KN/RW

	when the Lunch Club would restart in the new year, School PE and Bingo on a Thursday and Dog training to start on a Friday. There was also several private parties, events and corporate meeting bookings in hand. Calendar print out to be brought to each meeting showing how the hall is being used j) Online Banking. No progress as yet. JB had tried before and would try again. Meantime HT would speak to other banks as options from the OSCR list. It was agreed dual signature was essential as was bacs payments, but a card would also be handy for purchases. k) The volunteer form did not need to be updated as Keegan and Pennykid confirmed the user needed to be over 25 and have our permission. l) All Users /Groups /Clubs would in future sign an existing document to cover insurance exclusions m) Beverage licence –Small grant application submitted for renewing JB's licence and apply for HT own licence. Occasional licence is acceptable given the £600 fee for the premises licence to be reinstated. n) Minnygap small grant application to go in for petrol and servicing of the mower to be undertaken before spring o) Minnygap small grant application to go in for a whiteboard/flipchart easel to be purchased. p) Password sheet passed over to LDJ for the Estate office for safety.	JB/HT
7	Any Other Business a) A full set of centre keys to be passed to LDJ and kept in the Estates office for safety. b) Fire doors closures to be reinstated and latch added to help prop open doors when needed c) Newsletter to be written for spring d) Helen to organise card and bottle of wine for Susan as a thank you at Christmas. e) Roadchef may use the hall for 3 or 4 first aid courses. Helen to contact to build relationship and offer facilities for hire.	HT GM / JM HT HT HT
8	<u>Date of Next meeting</u> The next meeting would be held on Monday 31st January at 10am at Johnstonebridge Community Centre	ALL