

# MINARD COMMUNITY TRUST

## Minutes of Meeting

Held in Minard Hall Monday 12<sup>th</sup> December 2016

		<b>ACTION</b>
Present	Brian Barker, Margaret Moncur, Liz Taylor Feeney, Jeannie Whittingham	
Apologies	Alison Hay	
Minutes of Previous Meeting	The minutes of the meeting held on 14 <sup>th</sup> December 2016 were approved.	
Matters Arising	<p>It was noted that the committee had now engaged a local professional cleaner to clean the Hall. The Committee agreed that cleaning should be timed to fit with hall bookings.</p> <p>Regarding the Minard Hall Conditions of Use, Margaret advised that she had received the Furnace Hall conditions and these would be used to help update the conditions for the Minard Hall.</p>	Margaret  Margaret
Matters arising from the AGM	<p>It was noted that Leonard McNeil had sent in an email suggesting corrections the minutes of the AGM held on 21<sup>st</sup> December 2016 in respect of the Climate Challenge Fund application. The committee agreed to amend the published draft minutes as it was some time before the next AGM.</p> <p>Leonard also asked why Kim Cogan's resignation letter had not been read out to the AGM. There is only a requirement to report a resignation. The detail of reasons why is something an individual should communicate publicly themselves.</p> <p>There were some points raised at the AGM that were best addressed now, rather than wait for the 2017 AGM, in particular, matters relating to communications about the Trust's business and meetings of the Management Committee.</p> <p>The Facebook page "Minard Community Noticeboard" is one way that news can be communicated and Brian introduced a basic Minard Community Trust web site he had created to describe the various activities of the Trust. The web site has a page for the Management Committee to publish minutes of meetings so that these were readily accessible and avoid accusations of secret meetings of the Committee. The web site is published for free using WordPress and if the Trust wanted to adopt a specific URL the cost would be approx. £30 per year. The Committee agreed that at this stage to adopt the free web site and review the need for a specific URL at a later date (most likely if the CCF bid is successful).</p> <p>The committee also discussed the expectation expressed at the AGM that all meetings would be held in public. This is not normal practice as charities normally have management committee/board meetings in private with minutes available on request and non-committee members</p>	Brian

	<p>invited as appropriate. Public meetings can also make it difficult to discuss particularly sensitive matters – e.g. relating to individuals.</p> <p>The ‘top table and audience’ approach is also not an effective way to engage with members of the community – for example some new faces attended the AGM, but there was no opportunity to engage in conversation to learn of their experience, expectations or skills that could help the Trust and the Community.</p> <p>The Committee agreed an approach to future meetings as follows:</p> <ul style="list-style-type: none"> <li>• For committee meetings to be private with people invited to attend as necessary</li> <li>• For all minutes to be published on the web site as a public record of the business of the Trust</li> <li>• To arrange more informal meetings to enable more effective community engagement – maybe using a format similar to coffee mornings.</li> </ul> <p>The Committee agreed that a suitable topic for the first community engagement meeting would be the shop as this featured heavily at the AGM and the initial ideas expressed at the AGM to help the shop survive needed to be shared more widely.</p>	All
Climate Challenge Fund	<p>Brian outlined to the committee that the Climate Challenge Fund (CCF) is a Scottish Government funded initiative endeavouring to improve energy efficiency and reduce carbon emissions. The Minard Community Trust (MCT) has prepared an application for funds from the CCF under a project named “Hall Together Now” which has three main themes; Minard Hall, the community and travel.</p> <p>The CCF bid will see the MCT working in partnership with Home Energy Scotland, West Loch Fyne Community Council and Furnace Community Council to improve the insulation of the village hall and enable energy efficiency drives to be facilitated by a project officer who would engage directly with households on energy saving and driver training for those interested in reducing fuel costs.</p> <p>The Project Officer would hold events in the village Halls (Furnace, Lochgair, Minard) regarding energy / fuel savings and reduced carbon emissions and encourage the communities to get involved, participate and put forward their thoughts. The Project Officer would also be responsible for identifying any households in fuel poverty with a view to rectifying the situation.</p> <p>The Trust would be responsible for recruiting, paying and the provision of facilities for the Project Officer who would be accountable to the MCT. The post would be advertised locally and the committee discussed salary and conditions for the Project Officer. It was agreed to ascertain what equivalent Project Officers were paid elsewhere.</p> <p>Feedback on the initial bid had been positive with remaining work to be carried out on providing more detail on the project outcomes and more detailed breakdown of the project budget.</p>	Brian & Margaret

	Brian stated that the CCF application had to be submitted by Friday 16 <sup>th</sup> December, 2017. The Committee agreed to go ahead with the submission of the project bid.	Brian
Windfarm funding	<p>Work on the shop was likely to start in the New Year following the successful bid for replacement windows, doors and external maintenance.</p> <p>Feedback on the bid to improve insulation of the hall had agreed for the bid to proceed to the next stage, but also asked that the Trust try to seek funding from elsewhere as funds are limited. The bid committee also asked for more detail about plans for the hall. The CCF bid does do this, and if successful the hall bid will focus on work on the hall roof. Work on this bid will continue in the New Year.</p> <p>Future possible bids relating to the hall could cover heating, kitchen appliances and an emergency generator.</p> <p>The discussion also touched on the state of the bridge on the circuit and the fact that there had been a successful bid work on a similar (larger) bridge in Lochgair. The committee agreed that this was worth exploring as a future bid</p>	<p>Margaret</p> <p>Margaret &amp; Brian</p> <p>Liz</p>
Treasurers Report	Nothing specific since the AGM	
Hall and Grounds Report	Nothing specific since the AGM	
Shop Report	Nothing specific since the AGM	
Woodland Update	It was reported that it appeared that work was being carried out to maintain the Brainport walk. A large tree that had been blocking the pathway at a point where a stone wall fence crossed the path had been cleared. Also Forestry Commission signs were in evidence along the walk and huge areas had been cleared of Rhododendrons.	
Fund Raising	There was no discussion on fund raising events. The main focus was arrangements for the upcoming Christmas Tea.	
A.O.C.B	It was noted that the over 65's Christmas Tea would be hold on Wednesday 14 <sup>th</sup> December 2017 at 5.30 pm in the Minard Hall.	
Date of Next Meeting	No date was set	