

Dunadd Community Enterprise

Minutes of Directors Meeting

Thursday 16th May 8pm via zoom

Present: David Bracken (DB); Chris Carr (CC); David Smart (DS); Sally Wilkin (SW); Janet Jardine (JJ).

In attendance: None

1. Apologies

Hazel Fuller

2. Notes of last meeting and actions

DS went through the minutes from the last meeting and advised most actions are on the agenda.

JJ asked that the action for someone to take over as treasurer is addressed and a 2nd signature - DS advised this will be done under financials.

DB asked for the tractor and website to be discussed. DS asked DB to give update – DB advised that we have received the funding for the new lawn mower/ tractor and initially DCE were putting £500 towards it from the garden fund however we have been advised that all the costs will be covered. We must have equipment insurance. **DB is liaising with the insurance and will keep directors updated.**

3. Matters arising

DS went through the minutes from the 14th March meeting.

DS advised that an issue arose from the last bookswap where the car park at the Church was full of cars which meant those attending bookswap were unable to park and the session was disrupted. DS advised that Kilmartin Museum will make their staff aware when there is a bookswap and ask that the staff do not use the car park. The date of the July bookswap (Wednesday 3rd) is also the date of the official opening of the Museum and a lot of people have been invited to it. DS advised that Kilmartin Museum have asked if the date for the July bookswap only could be re-arranged as the village is going to be full.

A discussion took place, DS advised that the operations manager of the museum has stated that normally this would not be an issue it is just that one meeting. It was agreed that it is not the director's decision and DB would speak to Di Robert's as she is one of the leads of bookswap along with two other people to decide next steps.

DS advised he would find out what time it starts.

DS advised Ford Village Hall had to shut temporarily but has now re-opened. There are community consultations coming up. **DS will speak to Jo Cole to ensure that they are aware of the work we are doing regarding the Community Plan.**

HF is continuing to look for a date for a consultation in Kilmichael and the windfarm application is now live.

The new google drive is now up and running.

DS has reached out to get a list of local businesses to get a response on their views on National Park consultation. **CC advised they can see what information they can get. DS will also submit an micro-grant application to DCC.** Once funding secured, then a procurement route will be agreed.

4. Financial summary

JJ sent a summary prior to the meeting. JJ stressed that a lot of the balance is made up of restricted funding from the garden fund for Kilmartin Green.

The balance as of the 24th April 2024 is £3937.6. £1926.39 of this balance is restricted for the garden fund.

There is an outstanding invoice of £80 to be paid to Kilmartin Hotel for February and March 2024 soup lunches for winter Bookswaps. We are also awaiting an invoice from Ford Village Hall for the 8th February community consultation hall hire. Once received, this will be paid. **HF is managing this.**

JJ advised that we need someone for a 2nd signature on the bank. DB is already down as a signature however if DR is going to do the bookkeeping this could be a conflict of interest. DS is already a signatory. CC advised they are happy to do it. **DB will look into ensuring there are 2 signatures on the bank account. DS and CC. DB will show DS how to use the online bank account.**

DS advised that DR is happy to do the bookkeeping going forward. However we need a treasurer. DR is waiting for the accounts to be verified and is happy to prepare a report for the committee meetings, will meet with the treasurer for monthly meetings but is unable to attend meetings.

DS asked if we can be constituted without a treasurer - a discussion took place, SW advised she is happy to be the treasurer. SW was thanked for taking on the treasurer role. The role will include – presenting the accounts at the AGM, verify the details from the bookkeeper and look at the budgets going forward (DS advised will support with this.)

DR, SW and JJ will have a meeting to decide how things are managed going forward.

5. Social Enterprise way forward cont.
 - a. Community Plan update following consultations

DS advised he has submitted the Community Plan to Foundation Scotland and has had a meeting re next steps. They have suggested we go for a multi-year award (maximum you can get is £10k over 3 years.) However they have suggested we may be able to apply for £15k over 2 years. This could enable us to get a development worker for 2-3 days per week. DS asked if everyone is happy he will submit an application for this, this week. **Agreement made. DS will circulate a job description and apply for the grant. DB will speak to insurance re employers liability insurance for a 2 year period.** Need to decide how the person is employed and who manages them. The current preferred route is that the development worker is self-employed.

- b. Development Worker

As above

- c. Community Consultations and communication plan

As above

6. New google drive

DB will re-send link to drive.

7. Any other business

DB advised we need to remove the old community plan from the website. **DS will send DB a PDF copy to add this.**

A question was asked re the play park and the fences in Barrmor View following the recent repairs – **CC will speak to DCC.**

8. Date of next meeting

18th July 2024 at 7pm via zoom.