



Agenda Items

1. Attendance and apologies
2. Declarations of interest
3. Minutes of last meeting (17 Jan 2024)
4. Scout shipping container
5. Village Inn Group
6. Mobility Hub
7. Solar PV – CARES Application
8. Repair book
9. Matters Arising from the minutes.
 - a. Treasurer's report
 - b. Hall costs
 - c. Re-validating sign-off limits
 - d. Caretaker
10. Signage
11. Procurement
12. Maintenance
13. Website and emails
14. Schoolhouse usage request – beauty business
15. AOCB
16. Date of next meeting

Minutes

Attendance and apologies

Attendees: Bill Macpherson (BM), Bryan Craig (BC), Christine Morton (CM), Elaine Morton (EM), Isla Craig (IC), Mark Crossey (MC), Robert Morton (RM), Suzette Clarke (SC), Sammy Ferrier (SF) and Tim Corcoran (TC).

Also in attendance: Carol Harris (CH), Chair of Trustees, Scouts and David Aird (DA), Village Inn Group.

Apologies: Hilary Campbell (HC), John Armstrong (JA), and Rhiannon Harbayes (RH).

Review of previous minutes (17 Jan 2024)

Taken as read and approved by board.

Amendment – Funding to purchase NO GLOW heater.

Scout shipping container – Carol Harris

- Have large amount of equipment currently stored at Mortons' and an existing shed, but it is too small and has no vehicle access.
- Contents should be accessible on-site.



- Funds already secured for container with vehicle access and wooden cladding to maintain discretion. Cladding would negate temporary building classification for planning purposes, if required. Schoolhouse ground would need planning.
- Trustees agree in principle to placement of container in grounds to store Scout equipment, once location and planning requirements are confirmed.
- Group discussed associated costs, ownership and liability of contents.
- Site inspection will be required before installing to check access, poles, overhanging wires etc. Scouts to source contractor/ grounds keeper.

ACTION 1 – CH to confirm whether planning is required and impact of cladding on planning applications.

ACTION 2 – BM to provide ground plans.

ACTION 3 – BM to inform Glenfarg Community Council of plans.

ACTION 4 – Scouts to provide agreement of storage contents and ownership.

Village Inn Group – David Aird

- The proposal is no longer for a single entity, as originally proposed, but will be an extension of the multi-user School House area, which will incorporate the Village Inn Group.
- The proposed change to the property would need to be driven by the Community Centre committee with a new 'driving-group', composed of Trustees and Village Inn group people.
- Proposal outlines an extension of what currently exists with potential for café/ bistro/ pub facilities, opening up into the gardens, creating an open layout.
- Private rooms on the ground floor would remain available.
- Greenbank road side near bar/kitchen with access for deliveries.
- Business plan ready to be adjusted/alterd to suit new purpose.
- If successfully run, it would provide revenue for the hall. Funding streams to be investigated.
- Original plans scrapped and replaced with new proposal.

ACTION 5 – DA to provide board with projected costs.

- This is a community of Glenfarg investment, not just the Village Inn. Group have worked with PKC to gain relevant documents and clarifications of any schoolhouse developments.
- Existing working group to continue working through iterations.
- Village Inn Group will pay architect and provide updated plans.
- Group discussed potential financial and legal ways to create a structure for a joint venture.
- Similar ventures have been successfully implemented in other villages, as seen by the Scottish Community Pub Association.
- Proposal would free up land for Glenfarg Transport Group (GTG) and open up possibilities for space and land development, e.g. expanding the car park, hard standings and car chargers.



- One central Centre Manager to be appointed.
- Foundation Scotland's money from windfarms available for a limited period of time.
- Community Energy – new trust could be generated as a development trust for Glenfarg for providing revenue.

ACTION 6 – TC to investigate alternative revenue streams into village.

- GDIB, GTG, GCC, Greener Glenfarg could form a collective
- Board to agree, in principle, to Village Inn Proposal.
- Suggestion to create temporary structure in interim with bar space in Schoolhouse to keep momentum.

Mobility Hub

- Will involve expanding car park and removing trees which are dangerous.

Solar PV – CARES Application

- Community and Renewable Energy Scotland PKC Planning – certificate of lawfulness on their approved plan.
- £150 fee paid.
- Advanced Energy Solutions (AES) Solar is preferred option, as reputable company of 40 years.
- Lochelbank and Greener Living Group have both received applications of grants from CM.
- Board approves CARES funding application.

Repair book

- Faults/ repairs to be documented and kept physically on site for hirers with caretaker responsibility.
- IC to provide on-site record book and faults to be included in booking conditions, with up-to-date notes on repairs or faults to be kept in the kitchen and updated online.
- Hall Hire T&Cs to be sent out once a year.

Matters Arising

- Treasurer's Report –

Hall decorating not been done in 16 years, therefore will be large expense. Will be completed over summer school holidays.

ACTION 7 – BC and TC to get quotes for roof works.

- Hall Costs –

Two heaters to be replaced with NO GLOW type.

- Caretaker –



- Cleaner and caretaker roles to be merged. Looking to fill from within the village via Facebook and Grapevine email.
- Current associated costs – CIA £250 + Previous caretaker £100
- New job advertised at £15ph, 15 hours every 4 weeks with storage and goods provided by hall.
- Need to consider holiday cover and cleaning schedule.
- Encourage groups to clean after themselves.

ACTION 8 – BM to advertise job role on Facebook and Grapevine email.

Signage

CM applying to the Tayside Contacts Community Fund when it opens (01 April) for hall signage money and to see if the harbour team is included in this scheme.

Procurement

JA's proposal to establish a procurement policy and procedure for future capital goods requirements agreed by board.

Website and emails

- Existing website (with associated cost) to be retained, only emails will move to the new glenfargcommunitycentre.org.uk domain.
- Updated details for Treasurer, Chair Person, Secretary, Bookings Secretary.

ACTION 9 – BM to organise free of charge as charitable donation.

School usage request – beauty business

- Board does not see this working as single entity. More information required on what would be involved.
- Would it be a for revenue purposes?
- When exploring, would consider upstairs rooms for water/ toilet access.

AOCB

- No issues raised with bicycle/ parking/ storage email from PKC.

ACTION 10 – CM to arrange renegotiating bus driver lease.

Date of next meeting

Wed 17 Apr 2024 at 19:30

Actions

- 1 – CM to confirm whether planning is required and impact of cladding on planning application for scout container.
- 2 – BM to provide ground plans to Scouts
- 3 – BM to inform GCC of scout container proposal
- 4 – Scouts to provide agreement of storage container contents and ownership.
- 5 – Village Inn Group to provide board with projected costs.



- 6 – TC to investigate alternative revenue streams into village.
- 7 – BC and TC to get quotes for roof works.
- 8 – BM to advertise caretaker job on Facebook and Grapevine email.
- 9 – BM to organise new hosting services for emails, free of charge.
- 10 – CM to arrange re-negotiating bus driver lease