

Agenda Items
Wednesday 10th December 2025 7:30pm

1. Chairman's Welcome and Apologies
2. Declarations of interest
3. Co-option of new Trustee
4. Minutes of last business meeting (20th October 2025)
5. Matters Arising from the minutes.
6. Treasurer's Report
7. The Recommendations of Foundation Scotland
8. Safeguarding Policy, Volunteer Policy
9. Electrical Harmonisation
10. Schoolhouse Kitchen
11. Hospitality Group update
12. What is a regular user (Community Centre)
13. Election of Chairman
14. AOCB
15. Date of next meeting

Minutes

1. Chairman's Welcome

BM welcomed those present to the meeting.

Attendance and apologies

Attendees: Bill Macpherson (BM), Ian Pilmer (IP), David Aird (DA), John Armstrong (JA), Tim Corcoran (TC), Isla Craig (IC) Ian Gorrie (IG), Christine Morton (CM), Elaine Morton (EM), Robert Morton (RM), David Rutherford (DR).

Apologies: John Armstrong (JA), Suzette Clarke (SC), Ian Gorrie (IG)

2. Declarations of Interest

None.

3. Co-option of new Trustee

The Chair BM introduced Mrs Tamsin Kinnaird (TK) as a local resident who had expressed a request to join the Community Centre as a Trustee through a proposal by current Trustee, AM. Those Trustees present welcomed the request with TK being proposed by AM and seconded by CM.

4. Minutes of last business meeting

A correction by deletion was made to the previous Meeting's Minutes. Item 5. Co-option of Trustee. Duly amended.

5. Matters Arising from Minutes

Co-op Bank.

CM reported on the matter of the Glenfarg Community Centre joining the Co-op Bank and in turn their request for nominated Trustees' personal information that included National Insurance numbers (NI). This was felt as unduly necessary and not a legal requirement. Following further discussion about the Co-op Bank's request and the minimum charges with our existing banking facility it was agreed that we remain with the Bank of Scotland currently. It was noted further that an initial charge of £0.70 per £100 per transaction was now not to take place unless our transactions exceed a large number of monetary dealings, circa £10,000.

Hallway Internal Door

RM reported that the works have been agreed, initially, to commence the 12th January 2026.

6. Treasurer's Report

The circulated report had been submitted by CM and it was agreed that it was in order. Communication with the Community Transport Group needs to improve following the absence of the Community Centre Administrator recently that could have been detrimental to the Community Centre.

CM stated that Scottish Water's Project company ESD had paid for two Coffee and Cake mornings lately. This was very much appreciated.

Harmonisation of Electrical supplies with new Distribution board(s) funding awarded. It was noted further that the full Fund request from the Lochelbank Wind Farm via Foundation Scotland had been successful. The circa £9000 will be very much appreciated.

DR commented on the relocation of the Refrigerator into the Schoolhouse kitchen area. AM commented about the catering facilities for the future with the current Hall Kitchen planned for Coffee and Cake events whilst the Schoolhouse Kitchen with its full arrange of cooking/catering facilities will be planned for larger events.

BM commented about a £500 shortfall in consideration of the expected Community Warm Day (Hot Soup, Rolls, Hot beverages and Biscuits) costs due to a lack of additional funding required, however a request to the Community Council for a Microgrant payment is being progressed.

7. The Recommendations of Foundation Scotland and 8. Safeguarding Policy and Volunteer Policy (SP and VP)

CM reported that a written notification had been received from Foundation Scotland enquiring about and recommending that the Glenfarg Community Centre may need to have specific policies for operational reasons. CM had circulated an example of an SP and VP as utilised by a Community Centre currently. The matter from a perspective of principles, procedures, perspectives and reviews was discussed and DA offered to seek/give guidance

about the matter as a whole and forward on documents to IP. The matter will be carried over to the next business meeting.

9. Electricity Harmonisation

Harmonisation of Electrical supplies with new Distribution board(s) works is expected to commence around Easter time 2026. This would match the lack of occupancy (groups/individuals) to permit the works to be phased in over a few days. It is understood that the Community Transport Group require to charge equipment for Bus operations, however the CGT will need to work with the Electrical contractors, who are to co-ordinate activities, to manage this charging of equipment.

The completed works will harmonise the electrical control, charging costs and battery storage feed for the Community Centre.

10. Schoolhouse Kitchen

AM spoke about the requirement for two Electrical Company quotes regarding installation, servicing and warranty costs. CM estimated this could be circa £1988. A general discussion took place about the kitchen's capacity to absorb all the necessary equipment, that some of it was flexible with regards locations and will the expected consumption load (kW) for the electrical system be able to cope.

11. Hospitality Group update

DA and EM reported that activities were continuing per the Architect to implement the next stage of the development process via Building Warrant following an amendment of plans. Four preconstruction trenches to be dug to check out/confirm ground structure per PKC guidance (estimated circa £400). Seek funds re the above possibly via a Plunkett Crowd Funding motion. Liaison with IC regarding the Hospitality fund to be part of the Hall fund and to harmonise Banking financial accounting. All further action will be via DA and his associates, and it is envisaged that the development be split into two Phases re Phase 1. Initial plan of extension. Phase 2 should entail the plan for implementation of internals. The current Schoolhouse entrance doorway's lintel was discussed because of remedial works required presently. It was agreed that the proposed extension works would remedy that particular structure's failings with a new and extended lintel.

DA and IC spoke about the Hospitality Group being a Sub Group of the Glenfarg Community Centre 's committee. This was agreed.

IC stated that, for the future, a new accounts examiner would require to be acquired to take over from the present person.

12. What is a Regular User

BM stated that for the Hire booking business of the Hall what usage in event numbers would initiate a Regular User capacity and attract a different discount rate. It was agreed that the discount rate should take effect from Hire booking number 4. A positive move would be the integration of this information linked to the T's & C's on the Community Centre website.

It was agreed further that for Private Events (not community) that an initial Prebooking fee of £100 be instigated for unseen problems – [post damages. E.g. Some matter that was not noted before the event takes place.

13. Election of Chairperson

No nomination was forthcoming; therefore, the matter is carried over to the next business meeting.

14. AOCB

CM proposed that the Hall cleaner be given a Gift Voucher to express the Trustees' thanks for looking after the Hall. This was agreed and it was discussed that the Job's remuneration requires to be revisited. To be carried over to the next business meeting.

13. Date of next meeting

Thursday 19th February 2026 at 7:30pm

Meeting closed at 8:45pm.