

ARDLER VILLAGE TRUST BOARD

Minute of meeting 13th October 2011

PRESENT

Bette Gurvan (BG)	Director (Chair)
Brian McCluskey (BMC)	Director
Keith Cook (KC)	Director
Gordon Laurie (GL)	Director
Bill Duthie (BD)	Director

IN ATTENDANCE

Vanessa Kelly (VK)	DCC Leisure and Communities Manager
Gillian Lochhead (GLo)	

APOLOGIES

Jack Payne	Director (Vice Chair)
Stewart Hunter	Director
Stewart Murdoch	Director
Karen Hamilton	Director
Anne Stott	Director
Jane Martin	Treasurer

1. Welcome, Apologies and Introductions

ACTION

1.1 BG welcomed everyone to the meeting.

1.2 Apologies were made as above.

2. Minutes of meeting 18th August 2011

2.1 The minutes were approved by GL and seconded by KC.

3. Matters arising from 18th August 2011

3.1 Item 5.5 – GLo confirmed the remaining ERDF and Russell Trust grants had been moved into unrestricted funds.

3.2 Item 6.3 – GLo confirmed the CRF application had been withdrawn.

3.3 Item 6.4 – GLo confirmed that the Core Group had met on 12 September 2011.

4. Minutes of Core Group Meeting 12 September 2011

4.1 Item 2.9 – GLo advised that one of the comments from the

failed Children in Need application had concerned the Trust's lack of a child and vulnerable adult policy and limited disclosure certification among the Board.

4.2 VK advised that changes to the disclosure process had been made recently and the process was now not as rigorous.

4.3 It was agreed that GLo should prepare a draft policy.

GLo

4.4 VK advised that a meeting with Councillor Stewart Hunter and council officers to discuss Council financial assistance for AVT had been positive and the ways in which the Council could help were discussed. However, as there had been positive developments with funding applications it was decided they would wait until the funding situation was clearer.

5. Annual Accounts

5.1 GLo advised she had prepared a 12 month cash flow until September 2011 which showed the Trust was viable for the 12 months required by the annual accounts. This included the Wider Role Fund and the Changing Lives grants and expenditure. However, the allocation of funds and actual expenditure may change as the projects are delivered but the overall figures will remain the same. She also advised that Bird Simpson had received a copy of the cash flow and were happy with it. Once the Board has approved the accounts they will be signed and returned to Bird Simpson for signature.

5.2 The annual accounts were moved for approval by GL and seconded by BD.

6 Financial Report

6.1 GLo introduced the financial report. She advised that without the Wider Role Fund and Changing Lives projects the Trust would have gone into substantial deficit from January 2012. An update on the funding position of the various grants was given and a breakdown of the Wider Role Fund costs and income. Assuming the project goes as planned then the Trust will net £11,718 from this project.

6.2 GLo advised that income for the period August to September had exceeded expenditure and the current bank balance was £12,125. However, the quarterly salary bill

had just been received from Sanctuary for £9,006. She advised the Board that payment for this would be delayed until November when some income from the Changing Lives project and Sanctuary funding for the Wider Role Fund has been received. Payment of the invoice in October would leave funds very low.

7 Manager's Report

7.1 GLo advised that Yvonne had returned to work on 12 September on a phased return basis. As Yvonne needs new equipment to ensure she can work comfortably an application was made to Access to Work. Unfortunately, this was not successful and GLo will discuss with Sanctuary a contribution from them towards the costs.

7.2 GLo advised she was still waiting for final confirmation from Dundee College for a start date for the WRF project. She had already had interest from potential trainees and most of the work placements had been agreed.

7.3 GLo advised that funding for the Changing Lives project would hopefully be in place by November. The application to Sanctuary's Community Initiatives fund will be considered then. GL stated he was confident this would be successful. Until funding is confirmed no further work will be done on this project.

7.4 GLo reported that David Gibson of PCN Regeneration was preparing a draft Business Plan which will be discussed initially at the Core Group meeting in October before coming before the full Board.

7.5 GLo reported the Trust had hosted delegates from Home Scotland who were all impressed by the changes to Ardler. Bette Gurvan recounted the regeneration experience in Ardler which was followed by a tour.

7.6 In September AVT was presented with a cheque for £270 from CJ L which they had raised through the sale of carrier bags. GLo advised that CJ Lang had bought over all of the Iain Landsburgh Spar shops but we would look to continue our relationship with them.

7.7 GLo reported that Ardler had been awarded a silver medal in this year's Beautiful Scotland. This was an improvement on last year's bronze and our highest score for a few years.

The judges had commented that they would like to see more involvement from the local schools. This is something which will be taken forward by the Ardler Environment Group and AVT.

7.8 GLo advised posters were on display to gauge interest for a trip to the Lochee Park fireworks. The Christmas Lights switch on has been set for 7 December. The details for the programme will be discussed at the next Social and Community Group in November.

8 Charity Shop Report

8.1 GLo reported the shop is continuing to do well despite some staffing difficulties over the holiday period in addition to two volunteers leaving. It's hoped that trainees from the Employability Project will provide sufficient cover. The manager is still recovering from surgery and no date has been set for her return.

8.2 Income for the August to September period was £3,272 giving a total income for the year of £10,475 which is slightly ahead of the budget forecast. However, from October expenditure will increase as we will begin paying £210 per month water rates which includes an element of back dating.

8.3 GLo advised that the shop had run smoothly while she was on leave and thanked BG and JM for their help in opening and closing.

9. Social and Community Group Update

9.1 GLo reported that she would ask the Co-operative Funeralcare if they would like to donate the Christmas tree again this year. GL advised that if this was not possible AVT should ask Sanctuary for a donation who would in turn ask Morrisons to make a contribution.

9.2 GLo stated that most of the items had already been discussed and she had nothing further to add

10. Physical Group Update

10.1 GL advised that the funding bid to the Scottish Government to develop site 6A had been successful. Funding for 60 houses has been approved – 40 for rent and 20 for shared equity. A planning application for 38 houses has already been submitted to Dundee City

Council and a further application for 22 houses is being prepared. Building will begin by 31 March 2012.

10.2 GL commented on the level of support the bid had received locally both from the Council and AVT. He advised that a member of the Sanctuary development team would arrange to attend a TARA meeting to outline the plans.

10.3 BD asked what size the shared equity houses would be and how much buyers would have to pay. GL advised that they were two and three bedroom homes and buyers would have to pay 60% of the value.

11. AGM

11.1 The Board agreed that as the Annual Accounts had been approved the AGM should go ahead on 10 November. GLo will make the necessary arrangements.

11.2 GL agreed that Sanctuary would give a presentation on the development of site 6A.

11.3 GLo advised that the two directors due to stand down at the AGM were Ian Gordon and Audrey Carmichael. BG will contact both and ask if they wish to stand again.

12. AOCB

12.1 There was no other competent business.

13. Date of Next Meeting

13.1 The next meeting will be on 15 December 2011 at 6.30pm.