

ARDLER VILLAGE TRUST BOARD

Minute of meeting 14th April 2011

PRESENT

Bette Gurvan (BG)	Director (Chair)
Brian McCluskey (BMC)	Director
Jane Martin (JM)	Director (Treasurer)
Stewart Murdoch (SM)	Director
Gordon Laurie (GL)	Director
Bill Duthie (BD)	Director
Anne Stott (AS)	Director

IN ATTENDANCE

Vanessa Kelly (VK)	DCC Leisure and Communities
Gillian Lochhead (GLo)	Manager
David Gibson (DG)	PCN Regeneration

APOLOGIES

Jack Payne	Director (Vice Chair)
Ian Gordon	Director
Audrey Cunningham	Director
Stewart Hunter	Director
Karen Hamilton	Director

1. Welcome, Apologies and Introductions

ACTION

1.1 BG welcomed David Gibson from PCN and introduced the Board.

1.2 Apologies were made as above.

2. Community Facilities Programme

2.1 DG briefly recapped on the purpose of the Community Facilities Programme which is to help groups put their projects on a sustainable footing. In the Trust's case this means developing a robust long term business plan. As part of this process we need to be clear that if we want the Trust to continue we must decide what it will do and what will be given priority. DG tabled a short paper which outlined the past, present and future of the Village Trust and posed key questions for taking the Trust forward.

- 2.2 He suggested there were four options for the Trust – shrink, survive, grow or thrive. It was agreed that the most pressing option at the moment was to survive.
- 2.3 There was a discussion on the figures presented in the paper with some Board members querying the comparison to Scotland. It was felt some of the figures would look better in comparison to Dundee but would still not be particularly good.
- 2.4 DG suggested that while economic issues were already part of the Trust’s remit we may have struggled to grasp this for a number of reasons; too scary, too far away, someone else will deal with it and while the Trust has considered some enterprise ideas in the past with the exception of the Charity Shop we have backed off.
- 2.5 It was agreed that we need to understand below the statistics identifying existing services and gaps in provision. It was important that we look at beyond purely unemployment but also consider the associated social and economic issues that go with it and are barriers to employment.
- 2.6 It was emphasised that the Trust could not do everything by itself but has to work with others. We need to recognise the whole problem, segment the issues and identify who does what. Where we are not directly involved we need to ensure others are.
- 2.7 There was some discussion on how we gathered information about the community and the upcoming Community Plan review was an ideal opportunity to do this. While raw statistical data is needed we should also be consulting with the local groups, agencies and individuals. We need to find out and understand what the people of Ardler really want and then see what the Trust can do.
- 2.8 The CP consultation will start mid April and be completed in mid June which will give us a profile of Ardler within the larger Strathmartine area. However, given the Trust’s financial position we need to identify some income quickly.
- 2.9 It was agreed that DG and GLo would speak to agencies and groups in Ardler to quickly identify a few possible projects for which we could seek grants. It was

DG
GLo

emphasised that this work would be done in tandem with the CP review and we would try to fit in with existing meeting schedules to avoid extra meetings. DG and GLo will meet with a small group of Board members to discuss progress prior to 12th May. DG and GLo will then report back to a special meeting of the Board on 1 June.

2.10 It was agreed that the core group should meet as soon as possible to discuss the immediate funding issues. GLo to arrange.

2.11 BG thanked DG for his work and DG then left the meeting.

3. Minutes of meeting 17th February

3.1 GL asked that item 4.6 be changed to read “was seeking an additional contribution”.

3.2 Subject to the above change the minute was approved by Gordon Laurie and seconded by Jane Martin.

4. Matters arising from 17th February 2011

4.1 Item 4.2 – GLo confirmed copying charges are now included in Sage.

4.2 Item 4.4 – GLo advised that payment for the full contract would still have to be made if we terminate early.

4.3 Item 4.5 – We have been advised we are not eligible for exemption from water rates.

4.4 Item 5.2 – GLo confirmed the electricity supplier has now been changed to Scottish and Southern Electric.

4.5 Item 5.6 – The Wider Role Fund application has been withdrawn and an outline bid submitted for 2011/12 for a total project cost of £34,000 which would provide AVT with £11,700 income.

4.6 Item 9.1 – GLo confirmed the administration grant had now been received.

4.7 Item 9.3 – BD advised the work on the café was now complete but they are still waiting for DCC approval of the lease.

5. Financial Report

5.1 GLo advised that due to problems with Sage she had been unable to produce a profit and loss report this month. She also advised that we needed to buy an upgraded version of Sage which was being done through Bird Simpson to reduce the cost to AVT.

5.2 As shown in the financial statement there is an urgent need to identify additional income for the Trust. While expenditure is being kept to a minimum the current reserves and forecast income will only be sufficient for the next 6 months.

5.3 Income for the period includes £14,220 Dundee Partnership Funding for the Ardlar Signage Project as well as the Dundee City Council administration grant. The main expenditure in the period was salaries reimbursement to Sanctuary HA of £9,329.98. The bank account balance at the end of March was £13,100.44.

6. Trust Manager's Report

6.1 GLo advised that Yvonne Young's current certificate ended on 21 April but she was not expected to be able to return to work in the near future. The temporary contracts for Richard Wallace and Richard Fyffe will be extended as appropriate.

6.2 GLo has negotiated a new broadband contract which will save around £500 per annum.

6.3 GLo outlined the application for the AVT/Spar grant from St Fergus Parent Council. This is for £200 to cover the costs of kitchen equipment for a new meeting room they have been given the use of by the school. The grant was approved.

6.4 GLo advised there had been a delay in gathering information for the SROI project.

6.5 GLo advised that the Fun Day planning was now well under way. This year's theme of safari/jungle was the winner in a competition for the two primary schools. Various rides and entertainment are in the process of being arranged. Grant applications have been made to Dundee Partnership and Comic Relief.

7. Charity Shop Report

7.1 GLo advised that more volunteers are needed for the shop. Due to one volunteer leaving and the general shortage we are now closing the shop on Wednesdays.

7.2 GLo reported that the shop manager is recovering well and has been working again on a part time basis.

8. Social and Community Group Update

8.1 GLo advised there was nothing substantive to add to the minute of 8 March.

8.2 BD asked for clarification on the point raised in Item 3.2 concerning bar prices at the Burns Night. Following some discussion he agreed to raise this at the next Complex Management Committee meeting.

8.3 VK advised that both AVT grant applications for the Fun Day and the newsletter had been approved.

9. AOCB

9.1 GLo reported a new partnership agreement had been signed with the Complex which will continue to provide meeting space free of charge.

9.2 An invitation to a Tayplan consultation briefing on 16th May has been received. GLo asked if any Board members wished to attend. No one from AVT is available to attend.

10. Date of next meeting

10.1 The date of next meeting 16th June 2011