

THE BALLANTRAE TRUST
Board Meeting Minutes
15 November 2018

In Attendance: Andy McAlpine (Chairman), John McIlwraith (Treasurer), Claire Mills, Alan Bell, Carol Bell, Jessie Brown, Mhairi McKenna, Gavin Fairbairn. Andrew Ward and Chris Hanna (CI) and Ian Leaver (DTAS)

1. Welcome and Apologies: Andy welcomed Ian Leaver, Development Officer at DTAS who wants to get to know the Board and the Trust better.

2. Minutes of the meeting held on 18 October: The note of the last meeting was **agreed** subject to an amendment to para 14 (Films) "15 people attended". Proposed by Mhairi and Seconded by Jessie

3. Matters Arising:

(a) Harbour water supply

The water supply at the harbour was disconnected many years ago. John has investigated the cost of reinstating the supply but it is likely to cost around a total of £8k. We **agreed** not to pay £8K+ for the installation of a permanent stand pipe at the harbour

Action: BFFD sub group to explore other methods for ensuring water is available (rental of stand pipe or water containers) for BFFD 2019.

(b) Oil purchasing scheme - response to Facebook Posts: There is a need to inform those who expressed interest in such a scheme via Facebook. Carol has drafted a FB post to inform those who are interested in using the scheme of the decision made at the last meeting that after research we have decided not to pursue the DTAS bulk buying scheme but individuals can call the number and use the scheme to explore whether the price is cheaper than their usual supplier.

Action: Carol to finalise wording with Andy and then post on Facebook

(c) Food Science Experiments

The Primary School will be making contact with Alan to arrange.

Action: Alan to pursue this before the January meeting

4. New Contract for DOs - Priorities

There was discussion as to whether the list in the paper are priorities or tasks – it was agreed to refer to them as tasks. Gavin would like to see another way of viewing the progress on each project, perhaps a spreadsheet rather than the update paper.

Action: Andy, Chris and Dan in consultation with Gavin to explore ways of reporting progress on Trust projects (which looks back and looks forward with milestones) instead of the monthly update paper

5. New Members

Membership currently stands at 108. No new applications to be considered at this meeting.

6. Following up on offers of assistance

Chris explained the plan for the volunteer event on the 30 November, the purpose of which is to follow up with those people who had indicated when they completed their membership form that they would be interested in volunteering to help the Trust. Following discussion on the "How Can You Help" paper we **agreed** to delay the event planned for 30 November until January 2019; to send separate invitations to those who have volunteered already and all other members; and to identify ways (on the night) of asking people what is important to them. We need to start planning the creation of the new Ballantrae Development Plan (with the BCC) being mindful of the problem of "consultation fatigue". The informal feedback at the volunteer event will help inform the new Development Plan.

Action: Gavin to revise and circulate the “How can you help” paper which can be used in one-to-one discussions on the night
Chris to consider a participative way of gathering ideas on what is important to people
Chris and Andy to start outlining a process or producing a new Ballantrae Development Plan (which should involve the new Trainee Development Officer)

7. Financial Matters

Two papers had been produced - a summary of Trust funds for different projects and an updated Funding Strategy. These were discussed and Chris gave information on the situation regarding outstanding funding applications in relation to each of the projects. The contents of both papers were **noted**.

8. Update on office premises

Chris is sharing the small office at the Community Hall with Roy. She is trying to be there each Wednesday. A “Ballantrae Trust” sign will be put on the window of the office. We need to announce via Facebook that Chris is in the village on a Wednesday.

Action: Chris to arrange for the sign and the Facebook post

9. Board Away Day - what did we learn?

There was positive feedback from Trustees to the Board Away Day to Creetown and Kirkcudbright to visit and discuss their projects with our opposite numbers there. Some of the Board members described what they had learned and how the learning might be of benefit to Ballantrae. Comments included “Shown me that we can do anything we want to (where there’s a will there’s a way)”, “We mustn’t limit our ideas”, “The visibility of the Trust within the village is important”, “Eyes opened to the sort of projects we could do”, “We need to be bold” and “Our projects should contribute to the sustainability of the village for the future”. We **agreed** it had been a worthwhile investment of a day.

10. Trust Projects:

Year of Young People - Summer activities - evaluation

Andy presented his evaluation of this year’s summer activities. We **agreed** the recommendations including the proposal that a Trust Youth Project should be developed building on the great work already being done by the Youth Club, the Scout Group, the Gymnasts and the School and focussing on the 15+ age group

Action:

Andy and Chris to undertake research and develop a proposal for an age 15+ youth project
Andy to talk to the Ballantrae Parent Council about whether Mums, Dads and Grannies would be prepared to be involved in helping to organise Easter and Summer Holiday activities in 2019

11. Linking Technology and History

Andy and Chris had met with Ros Halley of Tartan Jigsaw to develop the details of a project which would build on “The Best of Ballantrae” organised by the church. These discussions concluded that the project should be broken down into three elements (Small Heritage Hub; the “ghost” bringing an old picture to life; and Heritage Trail around the village). The Heritage Information Point would be within a phone kiosk. A redundant telephone box had been identified locally and BT had confirmed the Trust can adopt it (for £1) with a view to moving it to Ballantrae and converting it to a Heritage Information Point. The Board heard how BT insist on using their approved transport companies and a quote had been received for £1,300+VAT. We **agreed** not to pay the costs for transportation of the BT Box at this stage.

Action: Chris to explore the possibility of buying the phone box for a £1 and leaving it where it is for the present time until funding has been achieved to proceed with the project.

12. BFFD

The Trust has now secured £25k in funding for BFFD 2019. Further requests for £10k have been submitted to funders (£5k to the ScotRail Fund and £5k to Kilgallioch Community Fund). The BFFD Sub Group feel that the Festival should be announced for next year now so that stallholders

can be approached in plenty of time before diaries are filled up. We **agreed** the Sub Group should start publicising BFFD 2019. While we don't want all events being run by sub groups in the name of the Trust to have to come to the Board, any event which has the potential to result in reputational damage should come to the Board for approval. On that basis, the Board **agreed** planning for a Hogmanay Ceilidh can proceed providing the Sub Group undertakes risk assessments in relation to alcohol, security and the attendance of children. The Board **noted** the intention to have a draft Business Plan for ensuring BFFD is less reliant on grant funding ready by the end of January, and that the same organisation that carried out the Economic Impact Assessment for the Stranraer Oyster Festival is being approached to carry out one for BFFD 2019.

Action:

BFFD Sub Group to:

Undertake appropriate risk assessments for the Hogmanay Ceilidh

Update social media, website, write to stallholders and issue a press release to announce the return of the BFFD in 2019.

13. Update Paper

The paper updating Board members on other Trust issues had been issued with the Agenda. It was **noted** without comment.

14. WiFi access for Chris while working in Ballantrae

Wifi is needed by Chris and the future Trainee Development Officer. Whilst using the village hall the best and most cost-effective option is a Wifi dongle (we explored piggy backing on the Library's Wifi but this is not possible). We **agreed** the purchase of a dongle on a monthly contract.

Action: Chris to explore whether the purchase of more than one dongle (eg for the Trainee DO) might reduce the unit cost. Chris and John to arrange the purchase.

15. Future of Farmers Markets in Ballantrae

The Farmers' Markets in Ballantrae being held on the second Sunday of the month May-September (except June which is BFFD) are not attracting enough food and drink stall holders. Following an initial discussion with Ayrshire Stall Hire (Alex Sharpe) about opening the markets up to other products in order to attract more people, we **noted** Andy's suggestions for revitalising the Markets by rebranding them the "Ballantrae Market" or "Ballantrae Community Market" which - like international markets - would incorporate food and drink, but also provide an opportunity for local groups (to raise funds), crafters, surrounding communities and others to take a stall.

16. Craft Fair 24 November

The BFFD Sub Group is taking a stall at the Craft Fair to help raise funds for BFFD 2019. Dan is leading on this and has asked members of the Board to contribute suitable items for the hamper. We **agreed** to support Dan who has volunteered to staff the Trust stall to raise money by raffling a hamper for BFFD 2019.

Action: donations to Dan

17. Democracy Matters 27 November 7pm-8pm

The Trust and the Community Council are jointly hosting this consultation to gather the views of villagers to respond to a Scottish Government consultation about how decisions which affect communities could be made differently by devolving powers, budgets and responsibilities from local authorities and other public bodies, to local communities. The ideas from the event will be fed back straight to the Scottish Government before the deadline of the end of November.

Action: All to try to attend this event

18. Next Meeting Thursday 17th January at 7pm in BRICC House.