

KVR Board Meeting 17.3.14

Gemilston 7pm

Present: Caroline, Gordon P, Campbell, James, Norman, Lindy, Patrick, Catriona

Apologies: Eleanor Scobie

Caroline opened the meeting by welcoming Lindy Mc Gradey who will represent the Parent Council at the meetings

Minutes of last meeting

- Campbell requested clarification of the item Financial Report, which Norman explained
- **Proposed:** Campbell
- **Seconded:** Patrick

Matters Arising

- Caroline has not yet asked Catherine if she wants to be coopted on to the board. The Board agreed that she should go ahead and do this
Action: Caroline will speak to Catherine about cooption on to the board
- Campbell raised the mess in the playpark at the last Community Council meeting and it has now been cleared up. Thanks were expressed to Thea Pettigrew from the council for her efforts on our behalf
- Committee training – ongoing – to be done after we have recruited new members to the board
- Campbell has found out how to put up the minutes on to the website but expressed concern that it becomes a repository for everyone's minutes. He is making a separate area for them to try and avoid this. After some discussion, it was agreed that Caroline would update the KVR page with a paragraph about what we are doing every so often rather than a full minute of the meetings. Patrick suggested that the minutes of the previous meeting should be available too
Action: Caroline will write a regular paragraph summarising the activities of KVR for the website
- Eleanor has put up a sign in the shop to say that the website is up and running
- Caroline has not yet asked Brian Calder for a copy of the insurance documents
- Campbell has not yet put up a financial sheet in the shop, but will do so at the end of the month when those figures are clear
Action: Campbell will put up a financial summary in the shop at the end of the month
- The application form for the money for the projector and screen for the village has been submitted

Health and Safety

- Norman approached Adam Ingram regarding the state of Dalrymple Road especially as it is a cycle route. The roads people took 4 days to isolate all the problems and the road is now going to be fixed

- Patrick reminded everyone that there has been a spate of thefts from outbuildings in the village and of scooters
- Lindy said that there are still no yellow lines on the road outside the new school. Brian Connolly is intervening. It had been hoped that Straiton Road would be made a 20 mph area by the school (as is the case on Bolestyle Road, Woodside Road and Bolestyle Crescent), but this has not happened yet
Action: Campbell and Patrick will raise this at the next Community Council meeting
- There is another complaint regarding the speed of traffic on Maybole Road which is making the houses shake
- Caroline has asked about taking down the 'Guitar Village' sign. We will not do anything yet but will try and determine local opinion on the matter

Financial Report

- There is a meeting with the accountant on Wednesday
- End of the financial year is March 31st and the accountant will submit the accounts to Companies House
- The shop financial situation does not seem to have changed much but the situation will be clearer when the accountant has completed the accounts at the end of year stuff

Governance and Legal

- The new directors' names have been registered at Companies House
- Charitable status – the form has been downloaded but has not yet been completed. John Walker has offered to help and it will be completed by next meeting
Action: Caroline and Patrick will complete the form for charitable status
- Bank – Norman pointed out that as Treasurer, he should be a signatory on the KVR account and the shop account
Action: Caroline will organise this and ask if we can have another e-token for Norman
- Campbell suggested rationalising the three bank accounts to two, leaving one for KVR and one for the shop. The meeting agreed
Action: This will be discussed with the accountant

Shop Report

- Margaret McGuire has ruptured a muscle in her leg and is off work indefinitely. She is now in hospital as a result of diverticulitis
Action: We will send a card
- The shop stock has been re-organised
- Takings are beginning to rise again in the last couple of weeks after a slow start to the year
- We have two new volunteers – Jim Cochrane and Anne Beamish
- We will have a 'Branding Launch' on Easter Sunday, April 20th to launch the new logo
- We appear to have a water leak in the shop which may be costing us around £25 per month
Action: Campbell will investigate to see where the problem is and see if it can be fixed easily
- PCIDSS – the security of the card machine process. We need to pay for a technical assessor to come and assess the shop security processes. This would not be an issue if we still ran the card from the phone line (which resulted in efficiency problems). There may be an issue with cost if we do not get registered in time.

Action: Campbell to continue with work on this

- The meeting agreed that it would be good to have external lighting for the new shop sign.

Action: Patrick will look at this

Community

- Community Garden – the community service people are happy to come and bring in people to clear it up in time for the Daffodil Service and will maintain it on a regular basis. The council will put up a fence between the play ground and the garden with a gate for access for the school. Caroline asked if the council would continue to at least trim it if the community service people stop, but has received no answer yet. There are still issues with a boggy area
- The hall lift is out to tender.
- Music Festival – Catriona gave a rundown on progress to date. Thanks were expressed for her efforts
- Future Fundraising – suggestions:
 - Race night (potentially Coynton Round Table). Lindy suggested doing a joint fund raiser with the Parent Council – the meeting agreed that it would be a good way to involve more of the village. The proceeds could be split. The 26th April was suggested as a possibility.
Action: James will organise the licence for this and look into arrangements
Action: Lindy will talk to the rest of the Parent Council
- 11th August – there will be a marquee available at the Lorimers following their daughter's wedding. Can be used for a fundraising event
- Bring n' Buy plant sale on May 18th at Gemilston for the Gardening Club

AOCB

- Village Action Plan – there was some discussion about this. The idea is to try and create a Year One Action Plan based on the outcomes which we can then work towards
- Carrick Way – Catriona told the meeting about the plans for the Carrick Way to come to Kirkmichael and the effects this might have on plans for the pathways around the village
- James raised the point that most of the clubs in the village do not bother taking out their own insurance, which is dangerous. The community council has insurance to which they could all be affiliated saving money and making sure that everyone is covered.
- **Action: James will let John Haston know about this and it will be raised at the next Community Council meeting**

Date of next meeting

- 14th April 2014

