

Local Initiatives in New Galloway (LING)

Scottish Charitable Incorporated Organisation SC047553

Board Meeting

New Galloway Town Hall

7.30 pm Friday 13th May 2022

Minutes

1. Present: Mary Smith, David Hardy, Ann Glaister, Bob Glaister, Poppy Gilbert,
2. Apologies for absence: Glynne Shackleton, Ros Hill, Susan Dunston. Noted, with regret, that Lynn Gallagher had decided to step down as a trustee. She offers to continue to assist wherever she can.
3. Minutes of meeting on 25th March: These were considered and approved.
4. Matters arising:
 - i) Noted that the planned re-opening of lunches had been delayed due to holidays and continued absence of volunteers. Concern was noted about the prospect of continued opening and closing still to come, due to the Town Hall renovations. The intention is that Angie will have a role in managing this.
 - ii) Item 10vi to note that a meeting did take place between Ros and Neil to draw up Town Hall Management responsibilities/guidance notes and that these will be considered by the Town Hall group and brought to a later Board meeting. **(AG)**
 - iii) Re item 11, that Ann had spoken with David Link about running a Trustee training event in the autumn and that he would be happy to do so. Date to be considered. **(All)**
 - iv) Re item 12, to note that GGLP proposals for a good pathway to be established between New Galloway and the Ken Bridge was likely to secure funding and that LING had expressed support for the project.
 - v) Re item 14v, that Bob was in touch with Martin Warnock about carrying out PAT tests and that we were now on his list.
 - vi) Re 14vii, that Ros has made an enquiry about phone installation. **(RH)**
5. Chair's report: Following the meetings in progress with Chairs of GCAT and NGCE, Mary proposed that we consider planning a 'summit' in the autumn engaging all three Boards. She suggested that we should initiate this **(AG)** and that we might consider whether to invite David Link to advise or possibly assist. This suggestion was warmly received.
6. Finance Report: The report was received. The treasurer reported that he was also very pleased

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- that Poppy had agreed to take on responsibility for handling LING's insurance cover.
- that William Nash was assisting with developing a spreadsheet to manage the accounts for the Town Hall renovations
- that Ginny had donated funds raised by sales of her Easter Chicken egg-hats.

7. Reports on appointments: It was reported that the following appointments had been made:

1. Ronnie Bradford to the freelance post of Project Officer to support the renovations in the Town Hall
2. Angela Bradford to the freelance post of Events, Activities and Inclusion Manager
3. Olivia Donald to the freelance post of Youth Activities and Development Worker

Noted that we are very pleased with all three appointments, made out of strong fields of applicants. It was reported that Ronnie has started work; Olivia will be starting next week; and Angie will start on the 14th June. Contracts are being drawn up on the basis on the job descriptions.

In terms of line-management: Glynne will supervise Ronnie (preliminary induction handled by Ann and Bob, in Glynne's absence); Ann will supervise Angie (induction will be handled by Ann and David); Mary will supervise Olivia (induction handled by Mary and Ann). Some additional external mentoring is still under discussion.

Noted that we need to be able, as trustees, to establish that they are clear about basics, Principles and expectations, and then to 'let go' and enable them to act and plan and then report back to us from time to time.

Also noted importance of connecting across organisations. Planned regular lunches would be recommended.

Agreed to pursue notion of using CEW title for Angie's post if possible. Approach Margaret again **(AG)**

In relation to cleaning the Town Hall, the paper and proposal was received and agreed. Susan Dunstan will provide it as a service to LING for which we will provide a reasonable monthly sum as recompense. This sits within the guidelines of our constitution and has been checked with David Link for confirmation.

8. Jubilee Jamboree: received a quick update on plans for 5th June. Need to still identify and allocate volunteers to tasks; address media; and put in place some form of evaluation.

9. Town Hall Capital Works: The update was received and noted.

10. Draft Social Prescription Leaflet: The draft was received. It was agreed it needed to be more succinct – fewer words! But shape and format seemed appropriate. Mary will review and revise **(MS)**

11. Reports of sub-group issues and proposed actions:

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i) David reported on situation in wake of storm damage. He is producing a document outlining workplans for this year, under different project heads. Will be looking for project leads. Also planning some social/family events. At some point will be good to Facebook some of these activities and plans.

ii) Walled garden report tabled; need to address lease agreement subsequent to GGLP's role, specifying where responsibilities lie; needs to clarify ground rules in relation to volunteering agreements. It was mooted that GGLP might be able to finance some legal advice on the creation of such a lease. Mary to explore **(MS)**.

iii) New Galloway Story - Bob reported he was just about to order up the two boards to be made by Border Signs.

12. Draft of Feedback Form: Proposals were received and accepted. The question was also asked as to how to tap into feedback from people who are NOT making use of the opportunities offered. Can this connect perhaps with the type of 'mental health survey' that Angie Bradford is currently conducting in Dalry. Also may be options for focus groups and ways to engage users in planning this. Need to pursue with Angie when she starts work. **(AG)**

13. Proposals for Defibrillators: The proposals were agreed ie that LING would wish to take a role in supporting the development of suitable training opportunities related to the installation of defibrillators in and around New Galloway – and possibly across the Glenkens.

14. AOB: There was no other business.

15. Date of next meeting: 7.30pm Monday 4th July