

## Kettins Parish Hall

### Minutes of meeting Monday 27 April 2015

1. **Welcome & Apologies:** The Chairman welcomed everyone to the meeting.

**Attendees:**

**Trustees:**

Russell Miller	John Kettles
John McLean	Isobel Hynd
Graham Bell	Andy Robb

**Non Trustees:**

Peter Middleton	Joanna Robertson
-----------------	------------------

**Apologies:** Raymond Gow, Cheryl Bisset, David Wheatley and Susan Smith.

2. **Minutes of meeting on 30 March 2015:** the minutes were agreed. Adoption was proposed by John Kettles and seconded by Isobel Hynd.

3. **Matters Arising:**

- a) **Agenda Item 3(a):** a letter of thanks had been sent to Peter Grewar.
- b) **Agenda Item 3 (b):** a list of members had been prepared and it was agreed that it should be further developed to include postal addresses, e-mail addresses and phone numbers.
- c) **Agenda Item 3 (d):** the Charity Shop in Blairgowrie had been booked for the week beginning 6 September 2015
- d) **Agenda Item 3 (e):** Susan Smith would check if Scottish Enterprise would make assistance available.
- e) **Agenda Item 3(f):** Russell Miller had begun updating the Newsletter. He would also pass on information to Cheryl Bissett to update the Facebook page.

4. **Governance & Membership:** No items were raised.

5. **Treasurer's Report:** There had been very little activity in the last month. Perth & Kinross Council grant of £6,590 had been received resulting in a total balance of £14,978.67. John McLean was not aware of any outstanding bills except that a payment of £5,000 would become due shortly for the Feasibility Study. Attempts to arrange digital banking had been little short of a nightmare.

6. **Project Development:**

- a. **Sale Terms:** agreement in principle had been received from Hallyburton Estate's lawyers. The conditions attached all seemed to be in order although it was agreed that we would ask that the condition relating to VAT

should state that 'the purchase was exempt'. The lawyer had intimated that he might need to increase his charge by £150 as the work involved had been slightly more than originally envisaged. **Action: RM** would seek a full explanation.

- b. **Planning Enforcement Officer (PEO) Query:** Our architect had had a phone call from Eddie Jordan (PEO) stating that he understood that the car park was not to plan. He had been told that the car park was not yet complete because there was an issue about what tree protection works were necessary to enable us to complete it. A number of other planning conditions had not yet been resolved such as cycle racks for 10 cycles. Our understanding was that matters of this level of detail would all be resolved at Building Warrant stage.
  - c. **Garage Relocation:** it was agreed that Adam Reid should be asked to mark the site and Jock Findlay would be asked to assist in the supervision of moving the garage. **Action: RM** would speak to Jock Findlay.
  - d. **Budget Costs:** these were not yet available.
  - e. **Water & Electricity:** a budget cost from Scottish & Southern Electricity had been received at £15,000-£20,000 to connect the new hall. This would be queried as there was already a supply connected to the existing facility. **Action: RM** would follow this up.
  - f. **E-mail from Adam Reid:** Mr Reid had e-mailed Russell Miller with a number of queries about the car park and the development in general. He had raised a number of the points which the PEO had raised with our architect. These points were being resolved with the PEO via our architect.
  - g. **Heating:** the type of heating to be installed would be discussed with the architect as would the point that the shop would need to have a wash hand basin.
7. **Funding:** a draft Business Plan had been produced and comments on that should be submitted to RM by 11 May 2015. We would aim to finalise the Business Plan at our next meeting.
8. **Fund Raising:**
- a. **Sponsored Walk:** forms for the Sponsored Walk on Saturday 20 June were now available. There would be two walks: one of 14 miles; and another of 4 miles. David Wheatley would be doing bacon rolls at Tullybaccart at lunchtime. **Action: All** to encourage walkers and sponsors.
9. **AOCB:**
- a. John Kettles was thanked for all his work in organising and erecting the fencing.

- b. We would write to thank all who had helped with the fencing and site works. **Action:** **RM** would provide AR with a list of names and addresses.

10. **Date of Next Meeting:** Monday 1 June 2015 at 7pm in the school.