

New Galloway Community Enterprises Ltd  
**Minutes – Board Meeting**  
20 March 2017, 20:00, 15 Braeside

**Present:** Margaret Watson, Mike Brown, Dawn Spernagel, David Briggs, Sarah Lane.

**Apologies:** Mary Smith, Jean Marsden, Emma Harnett, Craig Millar

**Also Attending:** Helen Keron.

### 1. Apologies

Noted

### 2. Acceptance of previous minutes (23<sup>rd</sup> Feb 2017)

Accepted. Proposed DS, seconded DB.

### 3. Matters Arising / Progress Update

We have been awarded the full BLF Growing Community Assets grant! £808,000, to be paid over 5 years to fund:

- The purchase of the property
- Renovation of the property into shop and 2 self-catering flats
- Tapered operational subsidy for the shop over 5 years
- Salary and expenses for the Community Engagement Officer for 2 days a week for 5 years.

The information is under press embargo until the morning of Wednesday 22<sup>nd</sup> March.

The Share Launch on the 12<sup>th</sup> March was a great success, with many people in the community talking about it afterwards. Thanks very much to all on the Management Committee who helped out, and to the volunteers who performed. They have all been thanked in writing by Mike.

SGM planned for the 30<sup>th</sup> March in order to ratify the required changes to the constitution. 'Pledgers' will be invited too, although they will not be able to vote. **ACTION: HK and MB** plan the agenda. Complete.

Information sessions have been delayed from the 23<sup>rd</sup> March to the 28<sup>th</sup> in order to give us time to plan them effectively with the grant announcement on the 22<sup>nd</sup>. **ACTION: HK** plan and book the CatStrand. Complete.

Feedback from Community Shares Scotland suggests that seeking charitable status for NGCE might not be straightforward, but this does need to be done in order to not pay 20% corporation tax on profits. **ACTION: HK** include on updated Risk Register for addressing once the renovations are underway.

### 4. Co-option of Management Committee members.

Sarah Lane and Gordon Craig Millar are co-opted onto the Management Committee, with thanks.

## 5. Adoption of 2015/2016 Accounts

The Management Committee resolved to adopt the accounts running from June 2015 to September 2016. They were signed to this effect by MB, MW, and DS.

## 6. John Henderson Solicitors Terms of Business

The Management Committee gives authority for MB to sign the Terms of Reference for John Henderson solicitors.

## 7. Resolution to buy Hopkins Shop and attached house

The Management Committee resolves to purchase Hopkins Shop and the attached house, subject to receiving Big Lottery funds to do so. The exact terms of this resolution will be clarified by email agreement at a later date.

## 8. BLF grant - Publicity plans

- Galloway News have the press release under embargo for Thursday 23rd edition.
- Glenkens Gazette is changing the front cover (also under embargo) for the April / May edition, due next week.
- MB and HK will give a pre-recorded Radio Scotland interview on Tuesday afternoon (21st).
- Galloway News is coming for a photo at 10am on Wed 23rd – **all available to be there!**
- MB will email Members; pledgers; supporters at 00:01 on Wed 23rd so that the information is received by all at the same time.
- HK will phone certain key supporters who would expect to hear personally on the morning of the 23rd.
- **ACTION: HK and MB** to discuss various implications with Jim Hopkins.

## 8. Share Offer

25 pledges received in 8 days, with £3550 pledged. An excellent response.

Brochures delivered almost all round the village – will be completed tomorrow.

**ACTION – HK and MW** check the names of the pledgers on the 17<sup>th</sup> April and see if there are any obvious missing people to remind.

We will distribute flyers around the village with 2 weeks to go, to remind people that we have the grant and need this last contribution. **ACTION HK.**

We will commission new Share certificates from Martha and then issue those. **ACTION MB**

More work is required to assure that the membership list is completely up to date and to sort the password protection. **ACTION HK with DS and EH.**

Create a standard email to convert the pledges into payment and start sending out from the 27<sup>th</sup>.  
**ACTION HK and DS.**

### **9. Budgets**

Budgets are getting drawn down now, as they should be. There's not too much money left for printing now, **so all such expenses to be authorised by DS before committing.**

### **10. Expense claims by Board members**

None, although some are due from MS, DS and MB for Share Launch expenses.

### **11. AOCB**

None

### **12. DONM**

TBD, after SGM and receipt of Big Lottery paperwork.

Helen Keron, 21<sup>st</sup> March 2017