

## **Girvan & District Assel Valley Community Fund Panel Advisory Panel Meeting Minutes**

Tuesday 16<sup>th</sup> November 2021  
7.00 pm  
Zoom Video Conference

### **Panel members present:**

Ann McGinnis	Sandra Dunn
Jane Willis	Karen McCartney
David Girvan	Rhona Walker (Chair)
Colin Davidson	Ken Johnstone
John McCreath	

### **Apologies:**

Cathie Collins	Jane Jardine
Lorraine Villiger-McConnell	Wilma Dunlop

### **In attendance:**

Clare Graham	Foundation Scotland
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## **1. Welcome and apologies**

Rhona welcomed everyone to the meeting. Apologies were noted. It was agreed that FS would chair the meeting.

## **2. Panel Updates**

### Minutes of last meeting

The minutes of the meeting held on 22<sup>nd</sup> June 2021 were approved. Proposed by Jane Willis; seconded by Ann McGinnis. There was one outstanding matter regarding the proposed amendments to the Terms of Reference, with the item being included in the agenda at this meeting.

There were no other matters arising.

#### Policy Update

None.

#### Foundation Scotland Updates

An e-mail had previously been distributed to the Panel meetings advising that the Falck windfarm had been acquired by Infrastructure Investments Fund. FS had been advised by Falck that there would be no changes to the community benefit funds.

### **3. Fund Statement**

The Fund Statement dated to 9<sup>th</sup> November 2021 had been distributed prior to the meeting, showing a closing balance of £29,107.12. There was no questions relating to the statement.

### **4. Grant Applications**

Ten applications had been received and assessed.

<b>Applicant</b>	<b>Purpose of Request</b>	<b>Amount Requested</b>	<b>Amount Awarded</b>
Girvan Bowling Club	To assist with the cost of installing replacement kitchen cabinets and worktop.	£4,500	£4,500
<b>Conditions – None</b>			

Biosphere Bikes	To purchase a 20ft storage container for bikes and equipment.	£3,577	£3,577
<p><b>Post Payment Conditions:</b>  That the group amend its constitution at the next AGM to include a clause that the quorum for Directors meetings and AGM's/EGM's is a minimum of three unrelated people and additionally a clause is added to state that all financial transactions, irrelevant of amount require two signatories.  That the group develops a Safeguarding and Volunteer Management policy and forwards these to Foundation Scotland on completion.</p>			
1 <sup>st</sup> Girvan Guide Unit	To cover the costs of four activity days with Adventure Centre for Education and the Annual Guide subscription.	£3,700	£2,800
<p><b>Feedback:</b>  The Assel Valley Girvan Panel are pleased to offer an award of £2,800. The funding round was over-subscribed and some difficult decisions had to be made. The grant award is to cover the costs of the ACE activity days and Annual Guide Subscriptions.  <b>Conditions:</b>  Pre-payment  That a quote or evidence of cost is submitted for the ACE activities.  That confirmation is provided of the actual cost of the Guides subscriptions.</p>			
Girl Guiding Ayrshire South	To cover the costs of workshops in Culzean Castle, one day with Adventure Centre of Education, including bus hire and the cost of associated Rainbow/Brownie badges enabling the girls to develop new skills.	£1,078	£1,078
<p><b>Conditions:</b>  Pre-payment  That quotes are submitted to Foundation Scotland for the four Culzean Castle workshops and the Adventure Centre for Education activity day.</p>			
CRAG Community Arts SCIO	To support the costs of a Project Co-ordinator, artist fees and overhead costs to deliver arts and crafts workshop in a local facility for the local community.	£5,000	Nil
<p><b>Feedback:</b>  This was an extremely busy funding round for the Assel Valley Girvan Fund and the Panel members had a number of difficult decisions to make. The Panel felt that the application to support the cost of a Project Co-ordinator and associated costs was still at a rather early stage of development and it was noted that no match funding had yet been secured. If match funding is secured for the position, the Panel would welcome an application in the future.</p>			

Girvan Community Playgroup	To purchase four foldable tables and one foldable tub table	£721.59	£721.59
<p>Rhona Walker declared an interest and left the room.</p> <p><b>Conditions:</b>  Pre-payment  That confirmation is submitted of the final cost of the tables.  Post-payment  That the child protection policy is updated to include information on volunteers.</p>			
Girvan Youth Football Club	To fund a defibrillator, laptop and equipment.	£4,876	£4,876
<p>David Girvan declared an interest and left the room.</p> <p><b>Conditions:</b>  Post payment  That the Club provide a copy of 2021 accounts signed by independent examiner, when available.  That the constitution is amended to reflect that a minimum of three unrelated trustees should be elected to the committee and that the meeting quorum for the committee should be at least three unrelated trustees.</p>			
Girvan Town Team	To purchase three defibrillators and cabinets to be installed on Girvan promenade.	£4,302	£4,302
<p>Ken Johnstone declared an interest and left the room.</p> <p><b>Conditions:</b>  Pre-payment  That evidence is submitted that South Ayrshire Council will cover the insurance and maintenance in respect of the three defibrillators equipment.  That confirmation is submitted from South Ayrshire Council/Girvan Town Team that ownership of the defibrillators will remain with GTT.  That a completion report is submitted for grant reference A524048.  Post-payment:  That an appropriate safeguarding policy is adopted prior to any future applications to this Fund.</p>			
Ayrshire Cancer Support	To provide free transport to residents of Girvan and the surrounding areas who require transport to a hospital appointment in connection with their cancer diagnosis.	£5,000	£2,500

**Feedback:**

This was an extremely busy funding round for the Assel Valley Girvan Fund and the Panel had a number of difficult decisions to make. The Panel noted the excellent work undertaken by Ayrshire Cancer Support and were pleased to be able offer a reduced grant award of £2,500. As per the grant conditions, this grant award is restricted for the use of residents in the area of Girvan and District only.

**Conditions:**

Pre Payment

That the applicant confirms the grant award will be restricted for the residents of Girvan and District only.

Post Payment

That the completion report includes numbers of journeys undertaken.

Girvan and District Men's Shed	To support the cost of the Men's Shed including purchase of woodworking and administration materials and various sundries.	£4,978	£2,548
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**Feedback:**

This was a very busy funding round and the Assel Valley Girvan Panel had a number of difficult decisions to make. The Panel noted that since the Men's Shed has been established in Girvan, there had been significant improvements to the area and the Panel are pleased to offer a reduced grant award of £2,548 to support the costs of woodworking (£2,008), administration (£110) and sundry items (£430).

**Conditions:**

Pre-payment

That one quote is submitted for items over £300.

That a completion report is submitted for grant reference A523546

**Completion Reports**

Five completion reports had been circulated prior to the meeting:

- Age Concern Girvan
- Carrick RFC
- CRAG
- Girvan Attractions SCIO
- Girvan Youth Trust

There was no questions on the completion reports.

**5. Terms of Reference**

As per the previous Panel meeting, it was agreed that the Terms of Reference should be amended, with the quorate number for Panel meetings reducing from eight to six. The Terms of Reference had not been updated since September 2016 and the opportunity was taken to recommend other changes. The Panel approved the

suggested amendments, and it was agreed that the document should also be formally approved at the next Community Council meeting.

**ACTION:** FS to forward the draft Terms of Reference to Girvan and District Community Council for formal approval at the next Community Council meeting.

## 6. Declaration of Interest

The Terms of Reference state that a Declaration of Interest f (DoI) form should be updated annually and FS noted that for some Panel members the DoI form had not been updated for over 12 months. FS advised that a DoI form will be circulated to all Panel members and requested that this is completed and returned to FS.

**ACTION:** FS to distribute a Declaration of Interest form to all Panel members, who should complete and return to FS.

## 7. Any other Business

A Panel member raised the matter of fund promotion, stating that a member of a local group had commented that they were not aware of the AV Girvan Fund. It was noted that posters had been placed in a number of prominent positions within Girvan. FS agreed to distribute some posters promoting the next funding round, however at the closing date was not until 8<sup>th</sup> April 2022 it was felt that it would be best to start promoting the next funding round early 2022.

**ACTION:** FS to promote the Assel Valley Girvan Fund at the start of 2022.

## 8. Date and Venue of next meeting

**Date – Tuesday 21<sup>st</sup> June 2022**

**Venue – To be confirmed**

<b>Who</b>	<b>What</b>	<b>By when</b>
FS	To forward the draft Terms of Reference to Girvan Community Council for formal approval at the next Community Council meeting.	ASAP
FS	E-mail draft minutes to the Community Council Chairperson, for approval at the next Community Council meeting.	Ongoing
FS	Ensure Panel members are reminded of meetings.	Ongoing
FS	To promote the Assel Valley Girvan Fund at the start of 2022.	Jan 2022