



**Barr Community Fund  
Panel Meeting  
Wednesday 22<sup>nd</sup> June 2022  
Barr Village Hall  
MINUTES**

**1. Welcome and Apologies**

**Panel Members present**

Tom Walker (Chair)	Wendy Gillon	Dee Laver
John Logan	Tom Walker	Maggie Bunnett
Isabel Kay	Dave Brown	Isabella Mathews
Karin Nicholls		

**In Attendance**

Clare Graham	Foundation Scotland
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**Apologies**

Hamish Denham	Laura Warrender	Rob Newsham
Gareth Shields		

As Hamish Denham, the Panel Chair had sent his apologies, it was agreed that Tom Walker would chair the meeting.

Apologies were noted. FS advised that new Panel member, Isabella Mathews had completed a Panel Induction session before the Panel meeting.

## 2. Panel Updates

### Minutes of last meeting

#### Approval

The minutes of the Barr Community Fund Panel meeting held on 30<sup>th</sup> March 2022 were approved as an accurate representative of the meeting. Proposed Dee Lever, seconded by Maggie Bunnett.

#### Matters arising not on agenda

None.

#### Outstanding Actions

All actions were noted as completed with the exception of "***FS to present a draft Terms of Reference to be presented to the Panel at the June Panel meeting***".

FS noted that the Panel Terms of Reference document was still currently being reviewed by Foundation Scotland and it is still envisaged that any specific Terms of Reference relating to a sub-committee (including an Education and Training sub-committee) will be included in the revised Panel Terms of Reference. The document was under consideration and was not yet ready for submission to the Panel. The item will be included in the agenda of the meeting.

**ACTION:** A draft Terms of Reference to be presented to the Panel at the September Panel meeting.

#### Policy Updates

FS advised that an Anti-Bullying Policy will be introduced over the coming months and this will be incorporated into the Panel Code of Conduct. Further information to be advised at the September Panel meeting.

**ACTION:** FS to provide details on the Anti-Bullying Policy.

#### Foundation Scotland Update

The Panel was advised that Foundation Scotland will be introducing a new Customer Relationship Management (CRM) System in July and that additional information would be communicated in due course. The CRM will look to streamline the application process and will give Panel members the opportunity to view documents via a portal. Full training will be given to Panel members.

Dave Brown offered to support FS by testing and giving feedback on the CRM system from a Panel member perspective. FS agreed to forward his details to the Project Manager.

**ACTION:** FS to forward the contact details of Dave Brown to the CRM System Project Manager.

### 3. Fund Updates

#### Fund Statement

The Fund statements had been circulated prior to the meeting and confirmation of sums available for distribution as at 31<sup>st</sup> May 2022 were noted as:

Falck Assel Valley Barr - £155,382.23

Hadyard Hill Barr - £49,031.13

Barr Education and Training Fund - £9,181.00

There was no questions on the fund statements.

It was agreed that no further donation would be made to the Endowment Fund. It was agreed that Endowment Funds should be included as an agenda item for the September Panel meeting.

**ACTION:** Include Endowment Fund as an agenda item for the September Panel meeting.

### 4. Grant Applications

<b>Applicant</b>	<b>Purpose of Request</b>	<b>Amount Requested</b>	<b>Amount Awarded</b>
Ayrshire Cancer Support	To provide free transport to residents of Barr who require transport to hospital appointments in connection with their cancer diagnosis.	£10,000	Nil.
<b>Feedback to the applicant:</b> The Barr Community Fund would like to recognise how impactful and essential the Ayrshire Cancer Support transport service is. However, the Barr Community Fund supports projects located within or directly benefiting the Community Council area of Barr only and therefore as there has been very little demand for the service in Barr over the past two years, the Panel are unable to support your application.			
South Ayrshire Community Transport	To continue to support the costs of running the CB8 bus service for the villages of Barr and Old Dailly and their hinterlands on three days a week.	£10,000	£10,000
<b>Feedback to the applicant:</b> The Barr Community Fund Panel are pleased to award funding for the continuation of the Barr to Girvan bus service. The Panel would encourage SACT to promote the bus			

route and to work with the community of Barr to investigate if any additional bus journeys could be added to the timetable.

**Pre-payment conditions:**

That SACT agrees that these funds will be shown in SACTs annual accounts as ring-fenced for this purpose.

That proof of match funding to continue the bus service (SPT and BSOG) is submitted to Foundation Scotland.

That Foundation Scotland is provided with quarterly reports on passenger numbers and spend.

That confirmation is received as to the start date of the grant award being utilised.

That the grant will be released in quarterly payments on receipt of a satisfactory report.

Barr Community SCIO	To cover the cost of a Community Development Officers' salary over a period of six months and also to support the cost of an advertising said DO position.	£10,178	£10,178
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**Declaration of Interest:** John Logan, Dee Laver and Wendy Gillon declared a conflict of interest and left the room

**Feedback:**

The Barr Community Fund Panel are pleased to offer a full grant award and the Panel would encourage the SCIO to focus the core of its work on the asset transfer of the Community Hall and finalising the Business Plan.

**Pre-payment:**

That the applicant confirms that funding is required to support the cost of the job advertisement and evidence of cost is submitted.

That the applicant confirms the exact start date of the Development Officers contract.

That the Development Officer position is openly advertised and that the final job description and job specification are submitted to Foundation Scotland.

**Post-payment:**

The grant award to support the cost of the DO will be released in two quarterly payments of £4,914 per quarter. The second quarterly payment of £4,914 will be paid on submission of a satisfactory progress report which covers information on deliverables and outcomes for the period.

That future BCS annual accounts include a breakdown of grants awarded, including the name of the funder.

Barr Community SCIO	To support the costs of the community event Barskaig Bash, Barr.	£3,595	£3,495
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**Declaration of Interest:** John Logan, Dee Laver and Wendy Gillon declared a conflict of interest and left the room

**Feedback:**

The Barr Community Fund Panel has awarded a slightly reduced grant award of £3,495. A request of £100 for the cost of bunting has not been awarded, as it was noted by the Panel that there was significant bunting within the community and that it should not be necessary to purchase anymore. As the event is being held in the grounds of a private property, the Panel are keen to ensure that the event is accessible to all and that consideration is given to this matter, and the matter of public conveniences when the event is being planned.

The Panel wish to encourage the SCIO to liaise with other groups in Barr, to ensure that there is no duplication of events and therefore the whole community can benefit from all planned events.

**Pre-payment**

That a copy of the event licence (if required) is submitted to Foundation Scotland.

That a copy of the SCIO's public liability insurance and event insurance is submitted to Foundation Scotland.

That the applicant confirms that all funding has been secured to hold the event.

**Post-payment**

That future BCS annual accounts include a breakdown of grants awarded, including the name of the funder.

Barr Community Association	To cover the cost of various training courses in the community of Barr.	£8,976.00	£7,968.00
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**Declaration of Interest:** Maggie Bunnett declared a conflict of interest and left the room.

**Feedback:**

The Panel of the Barr Community Fund wish to ensure that the community of Barr are aware of the courses that are available and would request that promotion of the courses is undertaken, including social media and posters.

**Pre-payment:**

That the numbers of participants, and hence costs of training are confirmed.

**Post payment:**

That BCA supplies copies of qualification certificates for all attendees and collects feedback from attendees on the benefits of attending the course.

That the courses are openly advertised, and that any promotion of the courses includes acknowledgement that the training is being funded by the Barr Community Fund.

That future BCA annual accounts, include a breakdown of grants awarded, including the name of the funder.

That BCA amends its constitution to replace the audit requirement with a requirement for independent examination of the annual accounts.

Barr Community Association	To contribute to Association's running costs and to fund community events in Barr.	£3,500.00	£3,000.00
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**Declaration of Interest:** Maggie Bunnett declared a conflict of interest and left the room.

**Feedback:**

The Barr Community Fund Panel has awarded a grant of £3,000. The amount requested by BCA for the cost of entertainment was £1,000 and the Panel has approved a grant of £500 for this element of the event. It was felt by the Panel that an amount of £500 was appropriate for an event of this nature. It was noted that the cost of electricity for the clock tower was estimated to be £350 per annum and the Panel would encourage the BCA to speak to the energy supplier to establish if this cost could be reduced.

**Pre-payment:**

That one quote is submitted for each item costing over £300.

**Post-payment:**

That promotion is undertaken to advise that National Trust tickets are available free of charge, to the community of Barr.

That BCA amends its constitution to replace the audit requirement with a requirement for independent examination of the annual accounts.

## **5. Barr Education and Training Fund**

The Panel noted that a number of applications had now been received and approved for this Fund and that it was requested that promotion of the fund should be constant and reviewed on a regular basis.

**ACTION:** FS to continue to promote of the Barr Education and Training Fund.

## **6. Fund Promotion**

FS to continue to promote the Barr Community Fund.

**ACTION:** FS to continue to promote of the Barr Community Fund.

## **7. Any Other Business**

There was no AOB.

**Summary of Actions:**

<b>Who</b>	<b>What</b>	<b>By when</b>
FS	A draft Terms of Reference to be presented to the Panel at the September Panel meeting.	September Panel meeting
FS	FS to provide details on the Anti-Bullying Policy.	September Panel meeting
FS	FS to forward the contact details of Dave Brown to the CRM System Project Manager.	ASAP
FS	Include Endowment Funds as an agenda item for the September Panel meeting.	September Panel meeting
FS	FS to continue with promotion of the Barr Education and Training Fund.	Ongoing
FS	FS to continue with promotion of the Barr Community Fund.	Ongoing

**Date and venue of next Panel meeting**  
**Wednesday 28<sup>th</sup> September 2022**  
**Venue – Barr Village Hall**