

## KPT Development Trust – Minute of meeting held on Thursday 27<sup>th</sup> March 2025

1. **Present:** Maureen (Chair), Iain, Fiona, Chris, Rachel, Kate, Caroline, Dean, Alison, Michelle
2. **Apologies:** None
3. **Declarations of Interest:** None
4. **Adoption of minutes of the previous meeting from 27th February 2025:** Proposed by Caroline, seconded by Fiona.
5. **Matters Arising:** Chris will update the directors once we have a response from Tynron Community Council. Michelle will also make contact. **Action: Michelle**  
The new Finance & admin officer has been appointed and will start on 1st of April.  
There is a space available for another trustee, this space is currently open.
6. **Correspondence:** Chris updated that the annual confirmation statement for the Trust had been submitted to Companies House. Similar statements were expected for the hydro and the trading company in May and June, respectively. **Action: Chris and Rachel.**  
Chris added that confirmation statements are required following the anniversary of a company's incorporation and not necessarily related to financial years.
7. **Financial Report:** Iain circulated the report prior to the meeting.
8. **KPT DO Objectives:** Michelle had sent an email to directors detailing current work on objectives and this was discussed. Maureen asked that future reports be based on a template more closely related to the objectives set. **Action: Maureen/Michelle**  
Michelle updated that the local yarn group had received a package of supplies which delighted the members of the group.  
The Directors' strategy day was booked 29th of March. John Main from DTAS would deliver a session on trustee roles and responsibilities, Maureen would provide some background to the Trust and Iain would give a budget presentation for next year.
9. **Active Travel Path (inc. Tracks and Trails):** Caroline gave an update on the path. 1B1 progress has been delivered to a high-quality considering time pressures of sub-contractors. There are still some outstanding works such as implementing the red fence required as a planning condition to stop access until the traffic lights are installed, replacing 4 oak trees and hedge whips, installing signage and some clearing up to be completed. Hydro seeding will take place during April and May as the weather warms up. There have been several PMIs (Project management instructions) namely increased costs for the gates, tree grinding, 10m of asphalt to join to the road at the bridge, additional work on the bridge masonry wall, and an increase in the number of bags for the ramp. It was asked if the remaining works would fit within the remaining budget, it was advised it would.  
  
**Phase 1b2** - there has been some movement on the planning application. Dumfries and Galloway planning has requested 3 items to be added to the design including a timer to warn active travellers and a button in the middle of the bridge to give additional time. Hopefully these should be resolved by the end of April.  
Awaiting council meeting in April on update for levelling up funding to hopefully fund delivery of Phase 1B2 and 1C in 2025-2026.  
It was asked if the levelling up funding would include design costs, which it would.  
Weed control for the path was discussed, the current cutting has been working well. Contact will be made to Pesticide Action UK to see if they had environmentally friendly recommendations **Action: Rachel.**  
Iain asked about progress with the installation of the bike rack and repair station at Burnhead, the locations of which had been previously agreed. Maureen said she would ask a local resident for help. **Action: Maureen.**  
Directors agreed to the café making use of the outstanding community sharing box. **Action: Maureen.**
10. **Community Benefit Fund:** No payments had been made in February. There remained £35,484 in the fund, of which £5,278 was currently committed.

11. **Trust Website:** Fiona reported that the website views were up by 8%. It was agreed that the cafe menu could be added on the trust website **Action: Fiona.**
12. **Penpont Local Place Plan:** Iain reported. The deadline for the 28-day statutory consultation was nearly complete. A handful of responses had been received and the steering group would meet on 1 April to consider them. It was hoped that the Place Plan would be completed in April but it was noted that it would create additional project responsibilities for the Trust and for Penpont Community Council on which Iain would report. **Action: Iain.**
13. **Membership Report:** Chris updated that there has been 1 new member, Michelle would add the new record: **Action: Michelle**
14. **Community Garden:** Fiona circulated her update before the meeting. Fiona updated there has been an influx of volunteers and increased momentum. A local resident has been supporting the garden and volunteers coming down. Communication is going well.
15. **Health and Wellbeing:** Kate updated that the next Creative Connections (wellbeing) workshops which involve varied workshops covering the whole season over the summer. Promotion of the relevant activities has been circulated.  
There was discussion about the proposed wellbeing garden and the need to progress designs for the hydro site. **Action: Fiona.**  
Iain noted that there was also a budget for events to promote the programme of wellbeing activities.
16. **Broadband in Village Halls:** Chris updated that the broadband is working but that BT had wrongly debited the Trust for installation costs and he hoped that the situation would be resolved soon.
17. **Community Transport:** there was a discussion about ongoing promotion of buses and community transport in the KPT area. It was noted that CES (Community Energy Scotland) were producing a timetable of transport available in the area.  
There was a further discussion about local taxi fares and the potential for discounted rates for older residents. Maureen updated directors on recent e-bike hires.
18. **Affordable Housing:** Dean circulated a paper ahead of the meeting. The directors shared their views on design images from Iron and Pine which were modern with lots of light and which have the potential to be net positive. Dean highlighted the current funding available from the SLF (Scottish Land Fund) and the Rural Housing Fund (whose deadline for funding applications had been brought forward, resulting in a tight timeline). He said he was still awaiting final costings but that the total price could be more than what is currently available from funders.  
The directors discussed the next steps for progressing the project and addressing SLF and Rural Housing Fund requirements. It was agreed to focus on pursuing the SLF application. **Action: Dean.**
19. **Carbon Reduction:** Nothing to discuss at this meeting.
20. **AOCB:** Michelle confirmed that to date there are 6 participants signed up from RM Rally and promotions are ongoing.

Date of Next Meeting: Thursday 24th April 2025