

KPT DT Directors' Meeting Minutes

Thursday 16th April 2026, Trust Office, Penpont (6.00pm)

KPT Development Trust

1	Present	Maureen (Chair), Fiona, Caroline, Chris, Alison, Rachel, Dean In Attendance: Michelle J. and Kenny Anderson from Penpont Community Council. Maureen welcomed Kenny as an observer and reiterated that agenda items were treated as confidential until the' minute was accepted at the next directors meeting,
2	Apologies	
3	Declaration of Interest	None.
4	Minute of Previous Meeting	Accepted; Proposed by Fiona and seconded by Alison.
5	Matters Arising	None
6	Correspondence	Affordable housing project – 8 consents to share information with SOSCH and 2 new expressions of interest. A University Student is wishing to do a case study on the Hydro system. Health and Wellbeing sessions – 40 expressed interests with 38 participants Penpont Primary request to support P1-P4 'Grow a Pizza Project' – additional information requested Craft Circle move to Church Hall – lease agreement needed by the Church of Scotland Aesthetic concerns raised re metal railings at Nith Bridge and how these could be enhanced Garden Safari – OST and KPT to lead on this News articles have been submitted to the Nithsdale Times in relation to the Active Path.
7	Finance Report Community Benefit Fund approvals	The confidential finance report was circulated by Michelle C. prior to the meeting and accepted by the directors. Income in February was £316,901 and expenditure was £360,089 The cash balance was £149,523 Request for £2,177.50 match funding from CBF agreed in principle by all trustees

8	Development Officer Report	<p>Michelle circulated reports and applications prior to the meeting.</p> <p>Cycle Repair Café event 21st March was a great success and well attended.</p> <p>Maureen, Michelle C and Michelle J met with The Emerald Agency who have taken a detailed look into current communications. They put together a robust action plan to help improve and grow reach. A series of six workshops, each priced at £500 was proposed. Each workshop covered turns into a finished resource that KPTDT can keep and use going forward. The idea is that by the end of the series, there is a full communications toolkit built around KPT specifically – all trustees approve for this to be funded through the Resilience & Recovery Fund.</p> <p>In the absence of both Michelle's - wage increases of 4% for Michelle C and Michelle J were agreed by trustees.</p> <p>Craft Circle were due to be moved to the Church Hall, but a lease agreement is required by the Church of Scotland for this – this is in progress.</p> <p>Funding application submitted to D&GC Regionwide Community Fund requesting £5,000.00 for Community Food sharing activities throughout the year. Match funding of £2177.50 from the CBF discussed and agreed by trustees.</p> <p>Application has been submitted to the Scottish Children's Lottery Fund for £7,500. This is intended to support seasonal or summer-style activities.</p> <p>KM Rally has 18 registrations – further advertising required to promote this event.</p> <p>A lawnmower has been purchased from Biosphere fund – this to be included on the insurance policy</p> <p>Community Garden/DG3 Garden Network Update - First Draft and a request for support emailed to James Pattison (SOSE). George White (One Planet Scotland) also contacted to discuss Scottish Community Agriculture and appropriate project links ACTION – Maureen & Michelle J to arrange a meeting.</p> <p>DG3 Community Energy Network Expressions of</p>
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		<p>Interest has reopened. Maureen will explore criteria before applying. ACTION - Maureen</p> <p>It was agreed by trustees that Free E-Bike Hire would be extended until the end of June. Discussions were held regarding the distribution of the E-bikes and how these can be more visually seen in the village, especially to visitors.</p> <p>ACTION – Michelle J will explore the possibility of organising a Citizens Advice session to assist community members with applications for support schemes.</p> <p>The bulletin may go out on a Thursday morning rather than Friday afternoon to allow community members more time to plan for any activities that are being held.</p>
9	ATP Tracks & Trails Update	<p>Caroline circulated her report prior to the meeting. It was reported that construction of phases 1B2 and 1C are complete, with the new traffic lights operational and well-received by the community. The lights have alleviated concerns about crossing the bridge, with testimonials highlighting the reduced anxiety for users.</p> <p>Challenges were noted, including the need for retrospective listed building consent for alterations to the Nith Bridge. The group discussed the aesthetic concerns raised about the railings and potential solutions, such as painting or exploring alternative designs.</p> <p>The remaining work on phase 1B, including build-outs, bollards, signage, benches, and hard standings, is contingent on the ratification of the redetermination order. The Nithsdale Area Committee is expected to discuss this on 13 May, with hopes for a positive decision.</p> <p>Concerns have been raised about accessibility for wheelchair users on certain sections. The group considered reframing the terminology for phase 1C (Boat Brae), referring to it as a “multi-use path” rather than an “active travel path” to address these concerns.</p> <p>The broken railings have now been mended by Orchard Engineering.</p> <p>The Keir riverside core path work remains</p>

	Risks:	<p>outstanding due to adverse weather.</p> <p>RDO made by Dumfries and Galloway Council remains unresolved</p>
10	Community Housing Update	<p>Communication with registered interests had been maintained to keep them informed of progress.</p> <p>The South of Scotland Community Housing (SOSCH) has taken on the project management role, and it was highlighted that the project is awaiting approval from SOSE, which is expected in June.</p> <p><u>Michelle</u> J wondered if the £2.5m lottery funding for food projects could be applied for allotments and community spaces as part of the proposal. Discussions also touched on the need for guidance regarding the separation of allotments from housing through fencing, as well as the feasibility of applying for funding to advance the allotments.</p> <p>The field is currently being monitored for weed control, and a local farmer may be contacted to graze the land if necessary.</p> <p>Dean announced his intention to step down as project lead and director, citing confidence in the current project management arrangements with SOSCH and McGowan Miller. Dean expressed willingness to remain involved in a design oversight capacity for the housing project. The board acknowledged Dean's contributions and the progress made under his leadership.</p>
11	Community Garden	<p>The community garden is reported to be progressing well - potatoes have been planted, and some seeds have been sown. The group is aiming to begin sowing additional seeds by the end of April, depending on weather conditions.</p> <p>A new volunteer, Phoebe, has joined the group, which was welcomed as a positive development.</p> <p>The garden group continues to focus on both social and productive aspects of the space. While the group remains small, efforts are being made to attract more volunteers and participants. The group are also considering organising talks and promotional activities to further engage the community.</p> <p>The Easter event, though affected by poor weather, was still enjoyed by children who participated in</p>

		<p>activities such as an Easter egg hunt.</p> <p>A proposal was made to share the first crop of potatoes with residents aged 65 and over as a gesture of community support.</p> <p>Maintenance of the garden has been supported by Michelle, who has been keeping the space tidy during the week. A new lawnmower, funded through the Biosphere, has been acquired to assist with upkeep.</p> <p>The chickens in the garden continue to be producing well, eggs are proving popular and are being distributed quickly.</p>
12	Risks	<p>Director overload – new trustees and volunteers to be explored and identified.</p> <p>It was suggested that promotional strategies, such as attending courses on volunteer recruitment and using social media and providing clear roles and expectations for volunteers be outlined. Revisiting the volunteer policy and creating job descriptions for specific activities were identified as potential steps to improve recruitment and engagement.</p>
13	AOCB	<p>An update was provided at the beginning of the meeting regarding a formal complaint made to the community council, following advice from Fiona Daubney. The community council has acknowledged the complaint and is investigating in line with their procedures. Attendees were informed that the outcome of this investigation is awaited. In the interim, Michelle has implemented a measure to maintain communication with the community council by submitting written reports on trust activities to their monthly meetings. Additionally, an invitation has been extended to the community council for a representative to observe trust meetings. Kenny, a community councillor, was present at this meeting in an observational capacity.</p> <p>The importance of adhering to the trust's code of conduct was highlighted, and attendees were reminded to familiarise themselves with the document that was recirculated earlier.</p> <p>It was noted that the trust had submitted a report to the Penpont Community Council (PCC), which included updates on several items. PCC had requested additional information on three specific points. These included updates on the defibrator for Burnhead, street lighting, and car parking on Grennan Road. It was clarified that the defibrator is in the office and are awaiting further instruction.</p>

		<p>Irene will address the street lighting matter in the coming week. Regarding the car parking issue, it was noted that no updates were available, but it was agreed that future reports should include this information, even if there is no progress to report. There was also a discussion about whether KPT should take on responsibility for the car parking issue or if it should remain with PCC. It was agreed that further clarification and collaboration between the two organisations would be necessary.</p> <p>The gifted French twinning tree was also discussed and noted that Irene has marked out a potential location but no further action had been taken as the Auld Alliance group had not yet provided confirmation or moved forward with the planting.</p> <p>The meeting also touched on the path agreement with the church of Scotland for the Glebe Field, which is now owned by KPT. It was highlighted that the existing lease agreement with the Church of Scotland, which was established for the active travel path, included a clause stating that the lease would transfer to the new owner if the field was sold. It was agreed that legal advice would be sought to determine whether the lease could be dissolved now that KPT owns the land. ACTION – Caroline with liaison with Adam Turnbull regarding the lease agreement for the Glebe Field and clarify its implications following the trust's ownership of the land.</p>
14	Date of Next Meeting	Thursday 14 th May 2026, 6.00pm.