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DRAFT KPT DT Directors' Meeting Minutes

Thursday 17th September 2026, Trust Office, Penpont (6.00pm)

1	Present	Maureen (Chair), Caroline, Alison, Michelle J, Michelle C, Rachel, Chris & Fiona Louise – observing
2	Apologies	None
3	Declaration of Interest	None
4	Minute of Previous Meeting	Proposed by Alison and seconded by Caroline
5	Matters Arising	Recruitment leaflet to be printed and circulated New directors drop in session dates 15th Oct and 22nd Memorial for Leslie – need to meet with PCC to discuss ideas - suggestion of a bench designed and carved by chainsaw carver Sam Bowsher Village caretaker idea job description – need to meet with PCC to discuss
6	Correspondence	Letter corporation tax – resolved
7	Finance Report	The finance report was circulated by Michelle C.prior to the meeting. Income in August was £4,245 and expenditure was £10,125. The cash balance was **£203,967** £31,000 remains unspent from a Dumfries and Galloway Council grant for the first section of the path. Under the grant rules, if unclaimed funds are not recovered within five years they became the trusts. The money has been sitting since around 2023. It was suggested using £2,000 per year from this pot specifically for path-related costs, splitting £1,000 into the path reserve and £1,000 into annual path maintenance. **AGREED** Money in Bank of Scotland reserve accounts are earning very low interest. Michelle had looked at better options for holding surplus cash, including Unity Trust Bank and DTAS member access to ethical investment products through Rathbones and CCLA. She suggested moving more money into higher-interest deposits, potentially including another short fixed-term placement with Aldermore, while also exploring longer-term investments and future borrowing options for the housing project. Trustees **agreed** she should arrange a DTAS session and bring back recommendations. Concerns were raised about Michelle J's workload

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	Community Benefit Fund approvals	and whether reserves could be used to fund an additional post or to increase Michelle J's pay. **CBF – Davie Hall shiatsu funding £805 (23 sessions)** **CBF - £250 back to core costs for copying etc for the community** **CBF - £1500 as match funding for housing work** **CBF – £2000 move to reserves**
8	Development Officer Report	Michelle circulated reports prior to the meeting. Amazing summer was a huge success. Trustees thanked Michelle for all her hard work. KPTDT will host The People's Project Poppy Drape event on 23rd September The trust's bid for a local poverty and inequality fund to expand ready-meal production has been unsuccessful. The Glebe field is now chained and padlocked with the key in the KPTDT office due to unauthorised land use. Informal chat with Chair of PCC for KPTDT to put together a Joint Expression of Interest to submit a first refusal to the Church of Scotland regarding potential purchase of the Glebe Field next door to the café and the Church Hall should they become available to buy. Ian will raise at the next CC meeting in October. AGREED by trustees
9	ATP Tracks & Trails Update	Caroline circulated her report prior to the meeting. Transport Scotland have funding to roll out a form of lighting marketed by a firm called Clearview and that they would like KPTDT to trial it on the path. This will be trialled along the first section of the path from the Church Hall to the A 702 junction and feedback sought. Insertion begins on Tuesday 22nd September. Caroline has submitted six options for altering or replacing the existing railings to the council via the project manager. Listed building consent application to be resubmitted without any railing element. Cut-off date for objections has just passed - awaiting

	Risks:	to hear whether objections have been withdrawn or whether the case would be escalated regarding the RDO. Roddy Clarke has removed a large branch from a cherry tree at the first section of the path which had caused heavy moss growth on the surface. RDO remains unresolved
10	Community Housing Update	There is a meeting with McGowan Miller on 20 October. Michelle explained there has been some back-and-forth with SOSE about the payment schedule, because SOSE would like its year-one contribution paid by the end of March, but McGowan Miller would not bill for all of their first-phase work before then. Michelle is gathering figures, with help from SOSCH, to show SOSE's finance team that some costs would run slightly into year two rather than all falling within year one.
11	Community Garden	The garden is moving into autumn operations, with final produce being harvested and beds tidied and replanted with seasonal crops. Murray Farm Care donated carrots, beetroot and cabbage plants. There was discussion about the contributions made in memory of Leslie, intended for the garden. Fiona has spoken to Linda Hay, who plans to create a slate memorial with wording to be agreed by the trust. Maureen proposed using the funds to upgrade the garden's off-grid power system so that it could support proper lighting supporting winter activities. Trustees agreed in principle that investing in additional solar capacity and a larger inverter would be a fitting and practical use of Leslie's memorial funds, and Maureen volunteered to obtain prices – **ACTION Fiona and Maureen** Discussions were held about a potting bench or similar for outside the cafe garden produce for next year. Surplus heavy-duty chicken wire that had been originally purchased for the garden structure to be sold but unknown specifications or value. Fiona to check old emails and invoices, including communications with the contractor John, to identify the product details so it could be advertised accurately – **ACTION Fiona**

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12	Risks	Director overload – new trustees and volunteers to be explored and identified. **Risk register - trustees to score risks and impact of these**
13	AOCB	A leaflet door drop to raise awareness and encourage board applications will take place once printing is complete. Open evening to take place to encourage board applications on 15th and 22nd October. Penpont Community Council meeting needed to discuss Leslie's memorial and village caretaker. Maureen highlighted a point of accuracy. The Community council's minutes had suggested that the creation of a new car park on Grennan Road was one of the trust's original top priorities - Maureen clarified that the car park had emerged from the Local Place Plan process in 2024 rather than from the original community action plan, and asked that this be recorded as such. AGM date of 29 October
14	Date of Next Meeting	Thursday 29th October 2026, 6.00pm.