



# Strathmore Community Hub

Minutes of Board Meeting  
1<sup>st</sup> June 2023 (May 2023), 5.30pm, Strathmore Community Hub

**Attending:** David Downie (Chair)  
Alastair Gemmell (Trustee)  
Johann Rennie (Trustee)  
John Davies (Treasurer)  
Tracie Dick (Trustee)  
Graeme Dawson (Hub Manager)  
Linda McGougan (Invited)

## AGENDA

### 1. Apologies

- Mary Brown (Trustee)

### 2. Minutes of the last meeting

- The previous minutes were all agreed

### 3. Financial update

- The Gannochy Trust were noted as being VERY receptive to grant applications, being very impressed with the Strathmore Hub after their roadshow on 24<sup>th</sup> May.
- As we are unable to apply for more funding until it is completed, David is going to attempt to put our auditors in direct contact with Alison Seggie in order to end our outstanding audit process.

Balance as of 31 May 2023	£	40,212.65
+ Outstanding Grant		400.00
+ 2 Sisters to pay		600.00
<b>Total</b>	<b>£</b>	<b>41,212.65</b>

#### Comprising:

Restricted Funds		
Robertson Trust (salaries)	£	28,648.14
CIF		1,410.45
 Unrestricted Funds		 11,154.06

Estimated Annual Running Costs		
Manager Salary	£	27,944.00 (Inc £750 Pension@3% & Employer NI Contribution)
Cleaner		3,600.00
EDF		1,396.37
TV License		159.00
Talk Talk		381.60
Refuse		136.50
CO-AN		380.00
<b>Total Costs</b>	<b>£</b>	<b>33,997.47</b>

#### Estimated Annual Income

Tenant Rent	£	5,196.00
Feed In Tariff		139.67
Donations		6,240.00
Room Rental		7,440.00

Total Income £. 19,015.67

## 4. Managers Report

- Income: May (actual) £1299 vs April (actual) £1282
- Numbers: May (actual) 512 vs April (actual) 302
- WARM SPACE FINAL ROUNDUP: Meals served 142, Income £314
- New events since last month:
  - Coronation Craft Fair 7 May – approx. 150 attendees
  - Cycle Repair Workshop, 2x evening events
  - Gannochy Trust Roadshow 24 May
  - PKC Community Learning Team 1day/fortnight, rent to be paid upfront
- Cans purchased for chiller unit, selling at 75p (costs 25p–37.5p)
- Other reminders/items:
  - Kate has been producing social media posts and a newsletter
  - Defibrillators inquiry – inquirer will be speaking to Keith
  - Fire alarm / break in at chippie. Est. costs of linking fire alarm to external agencies @ £350/yr
  - New volunteer – Pat. Helping with the lunches
  - Silent Disco costs £165 approx (50 headsets) – APPROVED
  - Community Cinema costs £125 approx – APPROVED
  - Jeff's lease?

## 5. Upcoming events

- Events upcoming or in planning:
  - Table Sale with added lorne rolls 10 June
  - Five Mile Feast one-off event promoting local good food
  - Tracey Taylor Wellbeing classes x2
  - 2 Sisters 5 full days of training 13–15 June & 27–28 June

## 6. Library Project Sub-group Report

- David Carson and Graeme trip to Menzieshill Community Hub, Dundee, Mon 22 May. Saw their combined Hub / library / café and the potential of a space with all 3 in one building.
- After our second meeting with Elaine Wallace from Culture P&K:
  - CP&K will supply the Hub with books, shelving and anything else useable from the Library in the Town Hall, to start up a new Community Library within the Hub
  - This will be its own entity, but also act as a click & collect point for the main CP&K Libraries
  - Books will be supplied by CP&K on an ongoing basis
  - The Hub is likely to use rooms 3–6 for this
  - Plan is to have this up and running by end of August
  - CP&K is going to help organise a launch event with author(s) etc.
  - We might need to invest in some outdoor storage to facilitate the library

## 7. Kitchen

- Food processor now in place in the kitchen, thanks to Scotmid for the grant for this
- Café proprietor in the Menzieshill Community Hub was very encouraging about us attracting a business to use our space, possibly on a % basis, or even free rent for x months. Growbiz to help with lease / finding businesses?
- Graeme will contact the café business we have heard may be interested in leasing our space
- Café tables and chairs are one thing to possibly ask The Gannochy Trust for a grant for

## 9. AOCB

- Several suggestions were made regarding running kids lunches during the summer
- And our Safeguarding policy for young/vulnerable people was mentioned.

## 10. Date of next meeting

- Agreed as Thursday 6<sup>th</sup> July 2023 5.30pm