

Cambusbarron Community Development Trust
Board meeting
Monday 06.12.21 at 7.30pm
Minutes

Present: Jim, Ross, Steven, Russell, Jane, Richard, Alan, Douglas, Ann		
Apologies: Gillian		
Agenda	Discussion /Action	Who
Conflicts of interest.	Richard – Community Centre, Homeowner on Gillies Hill Jane – Cambusbarron Village Nursery Ann – Community Council Steven- Homeowner on Gillies Hill	
Approval	Steven seconded Gillian	
Matters arising from previous minutes	New bank signatory to be signed. Further forms from all new board members required, Jim, Ross, Gillian, Steven Falck came along to visit the nursery and film for their website is link available. C/F Water and Electricity supply. Awaiting reply from Barratt. E-mail Barrie again copy in David. In planning further e-mail to be sent Ann Paterson’s Path start late Jan 22. Euroforest will be starting work on the off-road compound next week anticipated end date mid-January. They have SPHN to action on land adjoining ours. Lease adjacent to Primary School to be e-mailed this week do we have a solicitor to deal with this? Checking if they have had notification re P Ramorum. Ann follow up e-mail Edward, Richard to e-mail Alistair regarding signing lease Training Funding. Jennifer suggested bringing a training course on site would this be cross cut only or full training. Discussion on training one person should not be able to change meeting decisions Douglas accepted Jennifer’s comments. Chain saw course not going ahead at the moment.	Richard Jane Ann Douglas
Chair report	Confirmation of working processes between project groups and the Board. All groups/ projects should complete project documents with full details and budgets for that project to the Board for final decision. Discussion on ongoing projects roddy bashing keep Board updated. No need to have Board members or Amos with any volunteers while working in the woods,	Douglas

	<p>volunteers can work on their own once approved. Woodland Management group to take forward a plan for Roddy Bashing and how to manage disposal plants burning not always the safest.</p> <p>Funding cap of £200.00 for groups without Board approval? Not agreed all funding request to come to the Board for decision.</p>	
Treasurer's report	<p>Accounts (See note A)</p> <p>Consider reserve policy Richard to consider for next meeting</p>	Richard
Membership updates	New membership approved	Emma
Funding needing approval	<ul style="list-style-type: none"> • Residential boundary agreed last meeting .no further funding required. • Can income from trees felled in the walled garden be ring fenced for walled garden work. i.e., further felling costs and wall. Not agreed cut phase 1 as funding has been agreed look for other option submit further project document for the bottom • Additional costs towards woodstore to employ Paul Cookson £250.00 per day.no reply from Amos numbers of days required before funding agreed. Decision on woodstore cannot be made without information regarding number of days. Amos/Jennifer • SPHN funding nothing required going for standing sale 	Jennifer Ann Ann Jennifer
SPHN update	<p>"Discussion on transparency on tender evaluation ahead of board decision.</p> <p>Agreed to communicate to all three companies an amendment to tender to confirm that scoring will be 60% based on price then the remaining 40% based on preserving the non-larch areas of the woodland and it's ecosystem and approach to management of public safety and access. JF to send update to the companies involved"</p> <p>update by e-mail from JF on small group discussion at end of meeting.</p>	Jennifer
Facebook	<ul style="list-style-type: none"> • CCDT/Gillies Hill Community woodland why both? Too many pages causing confusion. C/F • Should messages needing approval? Not sure this is possible Jennifer Steven to investigate • Volunteer day management/ bad weather C/F • Board business should not be communicated on Facebook C/F • Code of Conduct on Facebook C/F 	Douglas Douglas Ann Jennifer

Amos workdays/timetable	Amos working today on the windblown trees in the dark woods, spoke to him first thing and he's been in touch with Mike Strachan so they are aware what felling of live trees are happening and to ensure it's noted that permission given rather than need for felling permission to be applied for. Update given by e-mail JF I'll email this round Trustees now too.	Douglas
Health and Safety	Accident and Incident reports Risk Assessment and action plan	All Richard
Board admin and proposals	New policies required? C/F from last meeting. C/F Volunteer Policy see attached document see note C C/F Health and Safety Policy C/F Proposal for separate additional meeting to discuss future employed roles and funding for this. C/F	Jim ? Jennifer
Stirling Community Lottery	Registration has now completed how do we promote this scheme to our members? 1 st draw is 11/12/21 C/F	Steven

Project updates		
Gillies Hill Management	<p>Brief update only – priority work for Amos has been the SPHN, residential boundary felling including communication, rhoddy clearance through volunteers, completion of workspace area. Following Storm Arwen windblown trees paths closure signs were put up 1st Dec on entry paths to dark woods and clearing this damage will now be a priority to open up access again.</p> <p>UWMP - Jon now has all information and advised likely minimum of one month turnaround from submission to approval by Scottish Forestry. Once approved this will open door to apply for funding.</p> <p>Bearside project plan required C/F Castle pond plan required C/F Paths plan required C/F</p> <p>Workspace see attached note D Castle Gates see attached note E</p> <p>Education Group see attached latest minutes Note I</p>	<p>Jennifer</p> <p>Ann</p> <p>Ann Ann</p> <p>Jane</p>
Polmaise castle grounds restoration	Verbal C/F	Douglas
Walled garden	See attached note F	Ann
Memorial Benches	Verbal note G to be updated	Aldo
Welcome pack	<p>November been a quite month for the welcome packs, last 2 went out in October</p> <p>Still happy to continue preparing the packs.</p>	Melissa
Defib project	See Note H	Richard
Environment Group	C/F to next year	Ross
Other Business		

Correspondence		
AOCB	<ul style="list-style-type: none"> • Proposal on joint group with CCDT, SGH and CCC to form a path through our land to the sequoia grove viewpoint. C/F • Signage and curling pond C/F • Ann to e-mail Richard Blore regarding safety of Fairy Hill mineshaft. • Douglas suggest this maybe done ourselves 	
Next meeting(s) and events:	<ul style="list-style-type: none"> • Next board: 17/01/21 Cambusbarron Community Centre 19.30 • Walled Garden 10.01.21 19.00 zoom • Management Group • Education Group 	



Note A Treasurers Report as of 06.12.2021

CCDT Treasurer's report: Current cleared funds: £22,695.14

Cambusbarron Community Development Trust		
Balance Sheet		
As of December 5th 2021,		
	Total	Note
Cash at bank and in hand		
CCDT Donations account	447.99	
CCDT Main account		
CCDT	1417.05	Unrestricted fund
CCF01	5788.78	CCDT Business Support (1 st report due 01/05/2021)
CPF06	231.00	Welcome pack
CPF10	31.94	Final money to be spent on Postcrete
CPF11	650.00	Grant only partially funded, still to be spent
CPF12	525.00	Interpretation board etc and path markers
CSET01	0.00	Various woodland expenses (current grant to spend £6263.08)
FS04	1215.60	Christmas Lights
PFA01	850.00	Path Improvements
PIO1	492.86	Defib project
SLF03	6,363.13	Scottish Land Fund revenue grant
WIAT		We are due £2367.75 to be spend on designing and writing our woodland plan.
Total CCDT Main account	22,757.53	
Total Cash at bank and in hand	23,025.52	

Small amount of funds to be transferred from PayPal account

Insurance has been renewed (Thanks for the help from Steven):

Liability insurance: £487.36

Property damage insurance: £404.13

Policies are available on box or on request if anyone needs to reference them or familiarise themselves with any requirements.



Treasurers Report as of 06.12.2021 (Continued)

Funding of Community Forest manager detail (SLF03)

Expenditure to date:

	Budget	Spent so far	Variance (still to spend)	
Wages	£21,606.00	£15,860.07	£5,745.93	
Pension at 3%	£148.18	£0.00	£148.18	
PPE and training	£600.00	£2,518.50	(£1,918.50)	£368.13
Woodland expenses	£8,192.50	£5,905.87	£2,286.63	
Recruitment costs	£453.32	£453.32	£0.00	
Employment Expenses	£500.00	£399.11	£100.89	
Totals	£31,900.00	£25,136.87	£6,363.13	

New grants obtained:

Christmas Lights for the village (FS04)- (£1215.60)

Money received and ready to spend

Paths For All PFA01 - Path maintenance (£1100)

Initial grant received (£850) the remainder can be claimed on completion.

Waiting on description of works to be carried out due to web site failure.

Place Based Investment PBI01 - Various woodland expenditure (£14970)

Pedestrian Link signs (link from c/centre carpark to Gillies Hill woodland entrance)	£2000
Threshold signs at Polmaise Road and Gillies Hill entrance	£3000
Reinstate original Polmaise Castle Drive Gates	£5500
Interpretation signs within woodland	£2000
Deer fencing at bottom end	£470
Wooden entry lockable doors to ensure security around the community growing space	£2000
	£14970

Possibility of more finance to come from this. Money will be released on the production of quotes or expenditure.

Treasurers Report as of 06.12.2021 (Continued)

Cambusbarron Community Fund CCF01

	Budget	Spent so far	Variance (still to spend)
General Woodland expenditure	£459.18	£459.18	£0.00
IBC Container	£248.00	£248.00	£0.00
Woodland to Workshop course contribution	£325.00	£325.00	£0.00
Fence for Fairy hill shaft	£13.98	£13.98	£0.00
Second container	£1,000.00	£0.00	£1,000.00
Replace Gates (CSET01) - defer to CF02		£0.00	£0.00
Pond edge and woodland seeds	£81.28	£81.28	£0.00
Tilting saw bench contribution (CCAF01)	£817.48	£817.48	£0.00
Fruit trees (and protection) (CSET01)	£82.17	£82.17	£0.00
Road Repairs and surfacing of parking area (CSET01)	£82.53	£0.00	£82.53
Trial horse logger day	£140.00	£140.00	£0.00
Contribution to fix damage to sewer pipe at lodge entrance	£600.00	£600.00	£0.00
Condition report for walled garden	£1,203.84	£1,203.84	£0.00
Wall repair (CSET01) - defer to CF02		£0.00	£0.00
Digger hire £96.00 per day and operator £22.5 ph 35 hours (CSET01)	£900.00	£0.00	£900.00
Agricultural gate (CSET01)	£250.00	£240.29	£9.71
Edible hedge (CSET01) - defer to CF02		£0.00	£0.00
Chainsaw course for Tom McBain (1/11/21)	£984.00	£0.00	
Additional for Container and delivery (1/11/21)	£2,000.00	£0.00	£2,000.00
Type 1 for container base (1/11/21)	£571.20	£0.00	£571.20
Total Budget	£9,758.66	£4,211.22	£5,547.44
Total Grant	£10,000.00	£4,211.22	£5,788.78

Items in yellow have been deferred to CCF02 in the new year

Condition report on wall of walled garden was an unexpected expenditure as this was not eligible expenditure for the CSET01 grant.

Treasurers Report as of 06.12.2021 (Continued)

Current approved budgets:

Project Name	Gillies Hill Management
Board member presenting budget	Jennifer Fraser
Grants applicable (codes only)	CSET01, CCF01, PBI01, WIAT, SLF03
Date of approval (board meeting)	1/11/21
Overall aim and justification of expenditure:	
The general management and maintenance of Gillies Hill Community Woodland	

Expenditure detail	Budgeted amount	Fund code	Treasurer Check
Road repairs and surfacing of parking area	£400.00	CSET01	£33.37 left
Road repairs and surfacing of parking area	£400.00	CCF01	£82.53 left
Replace Castle Drive Gates	£1,250.00	CSET01	Ready to spend
Replace Castle Drive Gates	£1,250.00	CCF02	Deferred to CCF02
Reinstate original Polmaise Castle Drive Gates	£5,500.00	PBI01	Refund on quote or expenditure (3 quotes required)
Trial Horse logger day	£200.00	CCF01	Spent
Fence for Fairy hill shaft	£0.00	CCF01	Budget removed
Second container	£1,000.00	CCF01	Ready to spend
Pedestrian Link signs (link from c/centre carpark to Gillies Hill woodland entrance)	£2,000.00	PBI01	Refund on quote or expenditure
Threshold signs at Polmaise Road and Gillies Hill entrance	£3,000.00	PBI01	Refund on quote or expenditure
Woodland management plan creation	£2,367.75	WIAT	Refund on expenditure or invoice
Forest School training	£665.00	CCF01	Spent????
Woodland to Workshop Course	£325.00	CCF01	spent
Employment expenses	£500.00	SLF03	£100.89 left
General Woodland Expenses	£500.00	SFL03	£368.13 left

Treasurers Reports as of 06.12.2021 (Continued)

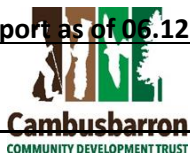


Project Name	Walled Garden		
Board member presenting budget	Ann Finlayson		
Grants applicable (codes only)	CCF01, CSET01, PBI01		
Date of approval (board meeting)	20/09/21		
Overall aim and justification of expenditure: Project to restore the walled garden.			
Expenditure detail	Budgeted amount	Fund code	Treasurer Check
Repair of the wall	£4000.00	CSET01	Resdy to spend
Repair of the wall	£4000.00	CCF02	Deferred to CCF02
Removal of trees and stumps for walled garden	£870.00	CSET01	Resdy to spend
Removal of trees and stumps for walled garden	£870.00	CCF01	Ready to spend
Edible hedge	£100.00	CSET01	Resdy to spend
Edible hedge	£100.00	CCF02	Deferred to CCF02
Deer fencing at the bottom end of the walled garden	£470.00	PBI01	Refund on quote or expenditure
Walled Garden gates x4 - wooden entry lockable doors to ensure security around the community growing space	£2000.00	PBI01	Refund on quote or expenditure

Project Name	Defib project
Board member presenting budget	Richard Norman
Grants applicable (codes only)	PI01
Date of approval (board meeting)	1/11/21
Overall aim and justification of expenditure: To provide a public access defibrillator for the community together with publicity and training.	

Expenditure detail	Budgeted amount	Fund code	Treasurer Check
Hire of the community centre to provide Heart Start classes. Money for 3 x 2hr sessions	£150.00	PI01	Ready to spend

Treasurers Report as of 06.12.2021 (Continued)



Project Name	Woodland Work base
Board member presenting budget	Ann Finlayson
Grants applicable (codes only)	CSET01, CCAF01, PBI01, CCF01/02
Date of approval (board meeting)	1/11/21 updated 15/12/21
Overall aim and justification of expenditure: To provide a work base and storage area for tools, machinery and wood	

Expenditure detail	Budgeted amount	Fund code	Treasurer Check
Container purchase and delivery	£3000.00	CCF01	
Container purchase and delivery	£1000.00	CCDT	Ready to spend. Funds from CVN.
Planning Permission	£178.00	SLF03	Spent
Type 1 stone	£584.10	CCF01	Ready to spend
Type 1 stone	£82.53	CCF01	Ready to spend
Type 1 stone	£33.37	CSET01	Ready to spend
Corrugated roofing	£485.48	CCAF01	Spent
Wood frame for roof structure	£100.00	CCF01	Ready to spend
Budget agreed	£5463.48		

Note B. New memberships for approval:

Membership types:

- Full (M)
- Associate (A)
- Junior (J)

Forename	Surname	Address	Address 2	Membership category

Note C Volunteer policy

Cambusbarron Community Development Trust, CCDT

Casual Volunteering Initiative – Outline Proposal



1.0 Introduction

It has been identified that there is a considerable amount of work to be done to improve Gillies Hill Community Woodland over the next number of years. It has been identified that much of the work is to be undertaken by casual volunteers on organised work activities.

This proposal aims to encourage more people to volunteer for these various activities and put in place a process to manage the volunteer resource.

2.0 Previous Work on Volunteering

It is recognised that some work has been undertaken previously in the area of volunteering including the development of a draft policy and information gathered from prospective volunteers via Facebook. Any such work will be utilised going forward.

3.0 Proposed Approach

Encouraging Casual Volunteers: The main avenues for encouraging greater engagement would initially be the CCDT Website, email to members, posters at various locations within the woodland and village noticeboards as well as through social media. Information previously obtained would be consolidated.

It is proposed that a separate volunteer section is developed within the CCDT website to provide more information on activities in general, why they are important, how to get involved, activity and event specific information as well as registering an interest to volunteer.

Register of Volunteers: A register of volunteers is to be maintained, taking information from email contacts, web registration and social media. Ideally the information would be held within the overall members register. It is believed that some work has been done previously in this area.

Identify Activity Leads: Activity Leads are to be identified to manage and the coordinate work in specific areas such as Paths & Drainage, Rhoddy Clearance and the Walled Garden. Activity Leads would develop the programme of activities, provide information about the activity and arrange the actual activities on site.

Volunteer Days & Times: It is proposed that expanding available volunteer days be explored. This would depend on feedback from prospective volunteers and the availability of Activity Leads to coordinate the work. Information previously gathered on this issue would be incorporated as appropriate.

Managing the Mobilisation of volunteers: Once a month, registered volunteers would be emailed and contacted via social media to outline the schedule of activities in the coming month with dates, and meeting times.

It would be emphasised that there is no commitment to turn up for a particular activity on a particular day /time even if a volunteer has intimated that they will be there.

Managing Volunteers on Site: The management of volunteers once on site would be the responsibility of the Activity Leads. They would assign the tasks in appropriate locations and advise on any safety issues.



Ideally the Activity Leads could in time co-opt assistants to take on the “meet and greet” role in order to spread the load and when they are not available.

4.0 Training of Volunteers including Health & Safety:

Activity Leaders would be required to identify any training that is required for a particular activity, and in particular any health and safety training, information, and any relevant risk assessment issues identified. Specific training for the Activity Leads would also be identified where appropriate.

The Activity Leader or his cooped deputy would be required to ensure that volunteers had the relevant information and / or were trained for the particular activity to be performed.

Specific training for the Activity Leads would also be identified.

5.0 Other Issues

Volunteer Policy: It is recognised that a volunteer policy will be required by CCDT. The work previously undertaken will be developed into a final policy for board approval.

Data Protection: It is recognised that any registers of volunteers and members and the use of such data is subject to Data Protection laws. The person with the appropriate knowledge would be consulted to ensure compliance.

6.0 Proposal

The board is requested to approve taking this initiative forward. Jim O’Connor will liaise with those that have the particular skills and knowledge to develop and implement the initiative.

The emphasis will initially be on Casual Volunteering. As it is developed, the recruitment and management of more specific volunteer roles can be considered.

Jim O’Connor
Member of Board of Trustees - CCDT

Note D Workspace

Budget planning and approval

Project Name	Workbase
Board member presenting budget	Ann Finlayson
Grants applicable (codes only)	CSET, CCAF01, PB01, Cambusbarron Fund
Date of approval (board meeting)	01/11/21
Overall aim and justification of expenditure:	
To develop a workbase and wood store to include two storage containers one for Woodland Managers tools and equipment the other for storing Quad and trailer along with some nursery equipment. Full planning	

permission required for the container as this site is on a battlefield site. Planning Permission approved plan attached along with three quotes for 20 foot shipping container these have substantially risen in price since this project began.



Can some of the cleared trees be used to build both the woodstore and the shelter along the original container?

Balance of funding required decision to be made on 1.11.21 if this can allocated from the Cambusbarron Fund.

Update 2/12/21.

Amos has requested woodshed is built with help of Paul Cookson he charges £250.00 per day still awaiting information on how many days would be required. Agreement required on this additional funding required once number of days advised; e-mail to Amos 02/12/21

Expenditure detail	Budgeted amount	Fund code	Treasurer Check
Planning Permission	£178.00		
Container cost and delivery (see attached quotes) Recommend S Jones £3738.00 delivery TBC Container Quote	£1000.00 £1000.00 £2000.00	CCF01 CCF01	
Two loads of Type 1 to surface to area before container is delivered (funds left £128.80 in CSET01)700-128.80 = £571.20 from Cambusbarron Fund	£700.00	CCF01	
Tree clearance 30m x30m	Nil	Amos	
Wood store and cover (see above could this be made from trees felled in the woodland?) Paul Cookson @£250.00 per day			
Corrugated roofing	£485.48	CCAF01	
Wood framing to raise corrugated roof to A shape	£100.00		
Total	£5463.48		

Note E Castle Gates

Budget planning and approval

Project Name	Castle driveway Gates
Board member presenting budget	Ann Finlayson
Grants applicable (codes only)	CSET, CCAF01, PB01
Date of approval (board meeting)	1/11/21
Overall aim and justification of expenditure: To replace the Castle Driveway Gates to make access easier for vehicular and widen the pedestrian access to enable disabled access.	



Two quotes received -

Coldsteel Bannockburn quote includes accurate measurements taken by the company and includes the end piece of fence. £6389.57. Cost of steel required up front.

Grandgates Perth - they said they were coming to meet and measure up but having arranged this they did not come and sent the quote based on instructions and sizes given by us and does not include end fence. Gates are supposed to go up in the middle but they say straight £6460.80. Deposit of 30% required before the company will come out to survey. My concern would be that this quote could increase and if we did not accept the change we will have lost 30%.

e-mail from Grand Gates offering 10% discount if we sign by 22/12/21.

Expenditure detail	Budgeted amount	Fund code	Treasurer Check
Two wrought iron gates and associated ironware	£1250.00	CSET01	✓
Two wrought iron gates and associated ironware Match funding	£1250.00	CCAF01	✓
Two wrought iron gates and associated ironware	£5,500.00	PBI01	✓
Fence off the septic tank to protect power and septic tank feed pipe. Plant around to protect	Quote required		
Total	£8000.00		

Note F Walled garden

To proceed with this project priorities are

1. Now that we have the report on the wall decide what can be done by volunteers, if any and put the remainder of the work out to tender. Not sure how we find who to invite. (Brick Block Stone?)
 - a. Brick Block Stone have been on site quote to come feel biggest part of the job will be cleaning out and repointing. They will contact Sterling precast regarding replacing the cope. Suggestion to save on cost to remove the top two course of bricks use the bricks to add to the fallen bricks for use rebuilding the parts of the wall needing rebuilt to try to buy new bricks would be very expensive and due to size and colour of new bricks would not match. The removal of the two courses would not make much difference to the appearance of the wall.
 - b. Second company Paul Docherty attended with Graham verbal report so far They would suggest removing four course of bricks around the wall, as there are two parts of the wall which are leaning over due to vegetation on it cost would be over £15,000-£20,000



possibly a bit more and take 6-8 weeks to complete he said it could be finished without cope or using slabs instead.

They also know of someone who would remove stumps and take them offsite. Cost (Richard B has been working on this as a volunteer)

2. Clear trees from within the wall above and below the yew hedge and three metres outside. There are trees we would like to retain Amos has agreed to mark these with white paint. We are looking at contractors to do this but have also discussed with Amos now that he is more available, (3 bags of logs would pay for an extra day for Amos there is already approx £700.00 of logs from the walled garden) If Amos would be happy working Saturday Richard Blore has volunteered to work clearing while Amos fells.
Due to other work Amos is not able to take on this work. We have had two contractors out and have decided to go with YeildSheild.(lowest Cost)
 - a) Top section of the walled garden - £800 Agreed should be done 15-16/12
 - b) Bottom section (orchard) - £3000
 - c) The Yew Hedge - £1800
 - d) Trees around the perimeter of the walled garden – To be included as part of the formal quote

3. Once trees and stumps are removed strim back the grass. (e-mail sent to Murray Cook re architectural dig within the walled garden to check location do not remove or grind any stumps in this area

4. Trim back yew hedge until February

5. Install doors and gates in the wall.
 - a. Richard Blore will tender for the doors and gates he can make wooden or metal.
 - b. Graham has contacted a joiner we await a quote from him.

6. Collect bricks from around the garden.

7. Deer fencing to be installed. (advice from Amos received his opinion is that this should be on orchard side of the burn)

Work required before this: -

- a. windblown trees near the burn best removed from the banking in the Dark Wids before this is put up?
- b. Deciduous trees on the edge of the burn both sides can these be thinned and/or felled? We would like to retain the alder along the burn Amos has agreed to mark.
- c. Clear trees within the area below the yew hedge keeping any fruit trees, alder any other we feel we would like to save. (Needs completed before March)
- d. Richard Blore will tender for this work. Two other contractors have turned the work down.

The CSGN funding approved last month was put in applying mainly for tools to carry out this work if awarded must be completed by March 22. Still awaiting decision.

Tree removal contractor and quad tractor chipper 10 days @£500.00	£5000.00
Billy goat heavy duty lawn mower	£1200.00
Stihl Kombi System includes brushcutter, hedge trimmer, brush and blower	£1200.00
Deer fencing	£500.00

20 foot apple combo	£180.00
Bed construction materials recycled plastic @ £750x 6 and compost (3 now 3 after March)*	£5000.00
Protective netting and stakes	£150.00
Grass seed £26.00 x 10	£260.00
Wild flower seed	£35.00
Bee hives x 4	£400.00
Greenhouse(after March)*	£2000.00
Metal shed(after March)*	£800.00

*not included in this application only part of the plan

Further funding put in to Good Food For All fund of £7805.00 which is more for growing application has to be completed by 15/11/21 result will be known quite quickly and growing has to start by 22/3/21 this will cover :-

Tools (3xspades, 3xforks, 3xtrowels, 3xrakes, 3x small forks 6x mixed gardening gloves and trolley)	£325.00
Clothing (10xgloves and 6xpuddlesuits for children)	£180.00
Plants / seeds	£500.00
Spring bulbs to encourage bees	£500.00
Greenhouse and installation	£2500.00
Shed for storage	£800.00
Cutting back and replacing part of the yew hedge this has taken away a large part of the garden	£2000.00
Advisor on fruit trees 1 day £250.00	£250.00
Speaker on growing and cooking 3x£250	£750.00
TOTAL	£7805.00

Result received 13/12/21 Red_not_awarded, Green awarded, Blue 75% awarded

Note G: Memorial Benches [needs updated for November](#)

Benches notified as complete:

1. Tennis Court picnic bench (Cunningham)
2. Castle gardens (Fulton)
3. Monster Pine (Allan)
4. Castle gardens 2 (Copland)
5. Castle gardens 3 (Hunter)
6. (Karen Trotter) –

Memorial benches waiting list.

Requester	Date requested	Contact details	Proposed location	Style	Dedication details



Cambusbarron
PROJECT DEVELOPMENT TRUST

Note H: Defib project

The Defib project has been given a lease of life with the offer of help from Angela Samson the wellbeing coordinator from the Bruce Memorial Church. Angela has been in touch with the Trossachs Search & Rescue and they are going to be able to provide some a 2 hour first aid session including info on how to use our defibrillator.

A poster and communications will be going out soon to invite people to register for this free event.

We intend to use the money available from the Popular Institute grant to fund the hall let for these events and supply basic refreshments. We will be asking for donations at the time towards Trossachs Search and Rescue Funds.

Budget planning and approval

Project Name	Defib project
Board member presenting budget	Richard Norman
Grants applicable (codes only)	PI01
Date of approval (board meeting)	01/11/21
Overall aim and justification of expenditure: To provide a public access defibrillator for the community together with publicity and training.	

Expenditure detail	Budgeted amount	Fund code	Treasurer Check
Hire of the community centre to provide Heart Start classes. Money for 3 x 2hr sessions	£150.00	PI01	
Total	£150.00		

Note I



Education Group Minutes 24th November 2021

1.	<p>Welcome Present: Jennifer (Chair), Jane & Clare Apologies: Pauline, Sara & Amos</p>	
2.	<p><u>Educational Section of Website</u> Pauline sent update in advance of meeting.</p> <p>Two educational resources created by Clare have now been designed in Canva then ready for upload to website. New website section created, all to review and give feedback before start of next week and then Pauline will set live.</p>	ALL
3.	<p><u>Winter Woodland Educational Family Session</u> Based around Sunday 5th December being National Tree Dressing Day Agreed as 10am – 12noon then rest of day free rather than afternoon session may limit anything else before/after.</p> <p>Up to individuals if they wish to hang on our large sycamore as a focus tree for others in community to enjoy over festive season or they can take home and put on their own.</p> <p>5 different craft ideas agreed to focus on:</p> <ol style="list-style-type: none"> 1. Wool pompoms (festive colours) 2. Wood cookies – sharpie decorated and predrill wool star designs 3. Festive stickman/whittling elves 4. Rhoddy leaf – thankful for... 5. Willow (or alternative) hoop decorating 	
	<p><u>Set up & Activity List:</u> Gazebo & tarp to container (Jane) Tables from c/centre (Amos) Wood cookies with predrilled hole/shape & sticks (Amos) Whittling in advance (Jane) Willow or alternative (Amos) Festive wool – shout out to community, buy if need (Jennifer) String – dye festive colours (Jennifer)</p>	
	<p><u>Food/drink</u> Winter home baking eg mince pies, gingerbread men etc (P/Jennifer)</p> <p>Hot apple juice with winter spice mix (Jane) Flasks from c/centre (Jane) Drinking cups (CCDT already have) & orange bin bags in container (Jennifer)</p>	
	<p><u>Ticketing/Price/Communication</u> Use Eventbrite to monitor numbers booking in to be able to prepare craft resources. Update group on booking numbers as we get closer to event.</p> <p>Free event but suggested donation of £5 per family collected on day or could be made electronically.</p> <p>Share through members list, website and social media.</p> <p>Have membership forms available on the day and encourage sign up for future engagement and communication.</p>	Jen

