

**Cumnock Action Plan
Board Meeting
Tuesday 1 May 2018
6.30pm Yipworld, Cumnock**

Present: Bobby Grierson, Janice Hendry, Neil Given, John Senior, Donald McVicar, Lynne Jeffery.
In attendance: Shaun Lowrie – Corra Foundation, Emma Waugh - Vibrant Communities.

	Agenda Item	Action Points
1	Welcome & Apologies Janice Welcomed everyone in attendance. Apologies from Irene Smith, Eddie Rutherford, Helen Ng. Minutes: Lynne Jeffery	
2	Guests: Michelle Laats, East Ayrshire Leisure Trust. Michelle is programmer for Cumnock Town Hall and is looking to liaise with CAP regarding events to see if the Town Hall can have a role. Confirming that they are looking to be an arts venue as well as holding events. Discussion regarding programming an event around the Christmas Festival. They would be keen to link an event with the Christmas Festival and suggested that a family ceilidh would be a good idea. The Christmas Festival is probably going to be held on 30 November 2018. Suggested that festival could be from 4.00 p.m. to 7.00 p.m. this year. Santa would be organised for an earlier time and the ceilidh could start about 7.00 p.m. Family Feastival, Janice advised there is a £5,000 budget from Fiona Nicolson for events throughout the year and we would be looking to have an event at the DA again. Michelle would be keen to link in with the Feastival could try and organise local bands playing in the Town Hall on the same night. Trying to arrange for September again. Dates for Feastival and Christmas Festival to be firmed up and we will intimate to Michelle for her to see if she can arrange to link events in.	
3	Minutes of previous meeting Notes of meeting of 6 March 2018 read and proposed by Neil Given, seconded by Donald McVicar.	
4	Matters arising: The Cumnock magazine is to be re-designed by Bobby. Not everyone is happy with the style of the magazine, name or content. Bobby to share the existing pdf.	RG
5	Correspondence <ul style="list-style-type: none"> Place Standard Training. It was agreed that we should not be undertaking the Place Standard Training, we had not agreed to undertake the Place Standard assessments on behalf of Keep Scotland Beautiful but thought they simply required our contacts. Janice is to write to them to challenge the basis of this assumption that we are to carry out the assessments. 	JH
6	Governance and Finance GDPR is something we need to consider from 25 May 2018. Lynne has drafted a privacy notice that must be given to all new members. Existing	

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	<p>members should have their details recorded these should include members of the gardening club. All members need to complete a written membership application. It is agreed that member's details should be kept by Bobby as secretary of the group. All data collected must be kept securely.</p> <p>1. The Receipt and Payment accounts to be submitted to OSCR were read and approved. Signed by Janice and Bobby. Total receipts to 1 May 2018 are £4,112 including grants of £2,222 and donations and fundraising of £1,890. Total payments were £901. We have funds left from the Get Creative micro grant funding from CORRA and need to discuss how to fund other events using the funds. Can be used to fund activities for the Big Lunch.</p> <p>2. CAP policies and strategies. Janice has/ will get electronic copies and will review. Janice will do a template for the year's events and an agenda for meeting to discuss.</p>	<p style="text-align: center;">LJ</p> <p style="text-align: center;">JH</p>
<p style="text-align: center;">7</p>	<p>Press and Publicity Cumnock Chronicle article based on Annual Report for next edition.</p>	<p style="text-align: center;">RG</p>
<p style="text-align: center;">8</p>	<p>Action Group Monitoring and Forward Planning Theme 1 Outdoor Activities, Open Spaces and Better Town appearance – Neil</p> <ul style="list-style-type: none"> • Notes of OAOS & BTA meeting • Yipworld - Janice requested that the garden club help with the flower beds that are looking untidy. • The bulb planting in the autumn has been very successful with the planting opposite the Tanyard and on the road into Cumnock looking particularly good this year. • John and Shaun have completed an application for funding to Greggs for £2,000 and this was approved by the board. <p>Theme 2 Local Economy and Services – Janice</p> <ul style="list-style-type: none"> • There is another Shop Local brochure to be distributed. • The Loyalty Card is ready to be launched. • Next meeting of business association is 22 May 2018 at 7.45 a.m. at the DA • Bobby is to speak at the next meeting regarding the signage for the town. <p>Them 3 Community Facilities, Activities – Donald</p> <ul style="list-style-type: none"> • The group have completed the mapping exercise and the list of local groups has been completed and is with? in Kilmarnock. List needs to be checked. <p>Donald advised he was having to resign from the board but was willing to still volunteer for events.</p>	

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	<p>Theme 4 Events Janice advised that Fiona Nicolson has agreed to provide funding of £5,000 that can be matched for Awards for All grant. Janice will make the application for the Christmas festival funding. We are looking at 30 November as a suitable date this year.</p> <p>The September Festival we are looking at 28 September but will need to see if that fits in with John Campbell's dates that are available.</p> <p>Theme 5 Tourism, History and Heritage</p> <ul style="list-style-type: none"> • Cumnock History Group are applying to the Heritage Lottery Fund for the WW1 in Cumnock Project which will include some events to mark the Armistice in November 2018. Shaun will be supporting the application. • Bobby will consult the residents and businesses in the Square regarding 2 possible sites for the Town Centre Map and Heritage Trail sign – top of the Pawn Steeps or at the Glaisnock Street entrance. 	
9	<p>Sustainable Cumnock Tom Sneddon should be invited to a board meeting to report on Sustainable Cumnock.</p>	
10	<p>Community Engagement Opportunities</p> <ul style="list-style-type: none"> • Big Lunch on 2 June 2018. To be discussed at the Outdoor Activities, Open Spaces and Better Town appearance meeting on 8th May. 	
11	<p>AOCB</p>	
	<p>Date of Next Meeting 5 June at 6.30 p.m. at Yipworld</p>	

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Name	9th Jan	6th Feb	AGM	1st May	5th June	
Neil Given (NG)	√	√	√	√		
Bobby Grierson (BG)	√	√	√	√		
Janice Hendry(JH)	√	√	√	√		
Lynne Jeffrey (LJ)	√	√	√	√		
Donald McVicar (DM)	√	√	X	√		
Helen Ng(HN)	√	√	√	X		
Scott Riddex(SR)	√	√	√	X		
Eddie Rutherford(ER)	√	√	√	X		
John Senior (JS)	√	√	√	√		
Irene Smith(IS)	X	X	√	X		