

**Cumnock Acton Plan  
Board Meeting Minutes  
6.30pm Tuesday 9 January 2018  
Yipworld, Barrhill Road Cumnock**

**Present:** Neil Given, Bobby Grierson, Janice Hendry, Helen Ng, Eddie Rutherford, Donald McVicar, Lynne, Scott Riddex and John Senior.

**In attendance:** Shaun Lowrie - Corra Foundation

Agenda Item	Communication	Action/ When
1.	<p><b>Welcome &amp; Apologies:</b> Janice Hendry welcomed all in attendance.</p> <p><b>Apologies:</b> Irene Smith, Cecilia McPherson and Ciss McCreddie (Vibrant Communities)</p>	
2.	<p><b>Minutes of Previous Meeting:</b> Minutes for December 2017 accepted as accurate. Proposed: Bobby Grierson Seconded: Eddie Rutherford</p>	
3.	<p><b>Matters Arising:</b></p> <ul style="list-style-type: none"> <li>• Cumnock Magazine – bobby hoping to make a start soon. Still some information needing collected / content confirmed. Launch at same time as Get Creative Festival.</li> <li>• AGM date rescheduled to Tuesday 27<sup>th</sup> March 2018 in Rothesay House.</li> </ul>	<b>Bobby</b>
4.	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>• Nothing to report.</li> </ul>	
5.	<p><b>Governance &amp; Finance:</b></p> <ul style="list-style-type: none"> <li>• Finance report – No report available this month.</li> <li>• PB money and Crowdfunding funds to be transferred. Janice to complete report on funds transferred from yipworld to CAP account.</li> <li>• Board Policies – Session scheduled to put in place policies to ensure good governance. Use VC ‘Good Practice Guide’. Date confirmed as Wednesday 24<sup>th</sup> @ 5pm, yipworld.</li> <li>• Cash tins to be sourced to commence fundraising for Christmas Festival 2018.</li> <li>• Another session to be schedule to look at the operational plans for each sub group. Revisit priorities / where are we / identify what has been done / what’s next?</li> <li>• Funding for a member of staff to focus on events. This would more likely be a short period of consultancy for large events – eg Xmas Festival. To be revisited at a later date.</li> </ul>	<p><b>Janice</b></p> <p><b>All</b></p> <p><b>TBC</b></p> <p><b>TBC</b></p> <p><b>All</b></p>
6.	<p><b>Press &amp; Publicity:</b></p> <ul style="list-style-type: none"> <li>• Need to develop a marketing strategy for CAP which includes website and social media.</li> <li>• Bobby offered website training. Possible support from yipworld staff member.</li> </ul>	<p><b>Bobby</b></p> <p><b>All</b></p>



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	<ul style="list-style-type: none"> <li>▪ Christmas evaluation – to be shared</li> <li>▪ Big Lunch date set as 3<sup>rd</sup> June. Planning group to be organised soon.</li> </ul> <p><b><u>Theme 5: Tourism, History &amp; Heritage</u></b></p> <ul style="list-style-type: none"> <li>▪ WW1 Project will progress throughout the year.</li> <li>▪ Pennylands Exhibition launched at Baird Institute.</li> <li>▪ Potential to relaunch Burns Trail. Discussions to planned with New Cumnock groups and Mauchline.</li> </ul>	
<b>8.</b>	<p><b>STP</b> Following previous meeting Shire Housing Association confirmed £4k. Another £14K sourced from Scottish Government. CAP are happy to support the project but has to be led by staff paid to do it. Support can be offered with engagement / creating engagement opportunities at events, etc.</p>	
<b>9.</b>	<p><b>A.O.C.B.</b> Governance meeting planned – Wednesday 24<sup>th</sup> – 5pm</p> <ul style="list-style-type: none"> <li>- Data protection</li> <li>- Volunteer</li> <li>- Safeguarding</li> <li>- Shaun/Ciss to propose some policies</li> </ul>	<b>Shaun / Ciss</b>
<b>10.</b>	<p><b>Date of Next Meeting</b> Tuesday 6<sup>th</sup> February 2018, 6.30pm at yipworld.</p>	

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CAP Board Meeting Attendance Tracker

Name	10/01/17	07/02/17	07/03/17	28/03/17	02/05/17	06/06/17
Peter Black (PB)	X	√	√	X	√	X
Neil Given (NG)	√	√	√	√	√	√
Bobby Grierson (BG)	√	√	√	√	√	√
Janice Hendry(JH)	√	X	√	√	X	√
Lynne Jeffrey (LJ)	√	X	√	X	√	√
Donald McVicar (DM)	√	√	√	√	√	X
Helen Ng(HN)	√	X	√	√	√	√
Scott Riddex(SR)	X	X	X	X	X	√
Eddie Rutherford(ER)	√	X	√	√	√	√
Alexa Scott (AS)	√	√	X	√	√	√
John Senior (JS)	√	√	√	X	√	√
Irene Smith(IS)	√	√	√	√	√	√

Name	27/06/17	01/08/17	05/09/17	03/10/17	07/11/17	05/12/17
Peter Black (PB)	X	X	X	Resigned	N/A	
Neil Given (NG)	√	√	√			√
Bobby Grierson (BG)	√	√	√			√
Janice Hendry(JH)	√	X	√			√
Lynne Jeffrey (LJ)	√	√	√			A
Donald McVicar (DM)	√	√	√			√
Helen Ng(HN)	√	√	√			√
Scott Riddex(SR)	√	X	X			A
Eddie Rutherford(ER)	X	X	√			√
Alexa Scott (AS)	X	X	Resigned	N/A	N/A	N/A
John Senior (JS)	X	√	√			A
Irene Smith(IS)	X	X	√		x	√
Celia McPherson						A