

**Cranshaws, Ellemford and Longformacus Community Association
Lammermuir Community Fund**

**Tuesday 7th September 2021
7.30pm via Zoom**

**Minutes
Special General Meeting**

Trustees in attendance: Alison Landale (AL- Chair), Corinne Mycock (CM-Treasurer), Bill Landale, David Mycock, Ian Davidson, Morag Rodger, Melvin Landale, Ettie Spenser, Elizabeth Willis, Tony Homer.

Also present: Paula Easton (minutes), Beth (Admin) & Robert Landon (zoom), Karen & Simon Kirkness & Lorna Pate (CIC Longformacus Park), Rachel Sutherland

Community attendees: Amanda & Charles Fox, Andrew & Clare Black, Heather Bewick, Johnny Fisher, Kathleen White, Laura & Joe Baker, Cari & Greig, Laura Jones, Cheryl & Anthony Philipson, Gillian Walkingshaw, Jonathan Wood, Zoe & Chris, Barry Willis & Maureen Ferguson

1. Welcome/Apologies

AL Welcomed everyone

Apologies: Mark Rowley, Pauline Stewart, Bruce & Christine Gilchrist, Clive Warsop

2. Previous Minutes of GM 1.6.21

Displayed on shared screen

Minutes approved and accepted – CM proposed, TH 2nd

3. Matters Arising

● **Cranshaws Community Walk** – Car parks completed and successful walk taken place. Next phase to include disabled / pram access. Payment had been offered to Dave Lochhead for his contribution; but he declined thus far. Official opening last Saturday well attended by people from all community areas.

● **Berwickshire Wheels local community transport initiative** – AL had been updated by Thurston Hodge that this had received a small uptake with 1 - 4 people using the service. AL will discuss further with Thurston Hodge. All future advertising will take place only in Herald reminding residents that subsidised transport is available and hospital visits are paid in full.

ACTION: AL will talk further with Thurston BAVS: Advertising to be arranged with TH after discussion with Thurston

- **Yoga** – Kathleen White commented on success of classes with new sign ups
- **Whiteadder Sailing Centre** – Lease is now in place. Sailing & Paddle board hire is being funded. Sailing courses will be offered in the October break.
- **Logo for Lammermuir Community Fund** – To be arranged with primary school in the form of a competition.

4. Treasurer's Report

CELCA 1 (Fred Olsen)

Payment of £40,000 is due in October from Fred Olsen.

34,429.97 is available for funding

CELCA 2 (Community Wind Power)

CELCA 2 Funding Year Ending 30th September 2021

Bank balance and Funding available

01-Sep	£ 116,275.90
Payments out in transit	£ -
Payments in in transit	£ -
19/20 Participants contribution	£ -
Current balance	£ 116,275.90
Allocated to projects	£ 118,201.90
Set aside for running costs	
Available for funding	-£ 1,926.00

Payments pending

Bank Reconciliation and Check

Opening Balance as at 1st Oct 2020	£ 104,895.57
Income received	£ 25,000.00
Expenses paid	(£ 76.00)
Projects spend	(£ 13,543.67)
Closing Balance	<u>£ 116,275.90</u>
Balance at bank	£ 116,275.90
	£ -

20 /21 Participant Contribution

Balance £116,275.90, less £118,201.90 allocated leaves -£1,926 shortfall.
Account will receive £25,000 in October from Community Wind Power.
CELCA 2 is used to fund larger 'heritage' projects.

4.1 Project Update & Reallocation of ring-fenced funds

- **Duns Golf Club machine** – £180 to be reabsorbed
- **Cycle Repair Station** – 2 already in place and a 3rd will not be placed at present. Simon Kirkness highlighted the rusty, poor quality and useless condition of the pump along with all tools needing to be replaced. Grease Monkey originally installed the equipment and could replace it. Their maintenance service package was not included and would be required for them to upkeep going forward. Melvin Landale questioned if the repair stations were being used and Gillian Walkingshaw noted that she did.

ACTION: Simon Kirkness to evaluate repair proposal and contact Stuart Blaikie

ACTION: Tony Homer will coordinate repair options possibly using his contacts at the Auchencrow Cycle Club.

● **First Aid Courses** – Update from Tony Homer that 11 people have signed up for a first aid course on 30 Oct 21. Defibrillator training has 3 registrations and is expected to take place during October.

● **Notice boards for Ellemford & Cranshaws** – Request received from community for these to be upgraded in line with Longformacus. AL asked for a project manager to volunteer. No-one volunteered. Tony Homer suggested their condition was acceptable. It was agreed with Ettie Spenser and Alison Rodger's suggestion that only painting was required. Treasurer Corinne confirmed that funding is available already approved in bench and notice board fund - **£2124.24**.

Order	Project	Name	Amount requested
1	Longformacus Community Park	Simon Kirkness (Longformacus Community Park CIC)	£150,000.00
2	Swimming lessons and memberships	Sharon Baker	£3,497.00
3	Cranshaws Community Forest Garden	Bill Landale (Messy Church)	£3,430.00
4	Lifeguarding Training	Alison Landale	£2,480.00
5	Owl boxes	Alison Landale	£1,700.00
		Total	£161,107.00

5. Applications :

5.1 Longformacus Community Park (£150,000)

Karen Kirkness & Lorna Pate, CIC - Community interest company

The chairperson had collected feedback from Trustee's and community members. These were summarised as:

Concerns:

- On-going financial commitment
- Delay to request wider discussion
- Staggered funding challenges.
- High costs for BAVS services (£8k) & SBC contractors
- Vehicle access

Benefits:

- Attract new & younger residents
- Wind farm enthusiasm for project
- All community/Wide age appeal
- Supported by community members
- Ongoing CELCA funding available
- On-going community benefit (40yrs+)

- Scottish Borders Council (SBC) - a statutory obligation, but funding has stopped for many parks and equipment has been removed. Letter received by SBC stating at this time no plans for Longformacus. Separate fencing issue & pavilion upgrade being checked with property maintenance. Karen highlighted that the current equipment must be removed if the park was upgraded, this would be actioned by SBC. Community Council secretary has communicated with the council who say this will not be done until requested. Ian Davidson stated that SBC hold title deeds for the park and there was interest in requesting it be passed to the community; AL wondered to whom the park would belong and who would then be responsible for maintaining it. No general agreement for this idea. Lorna Pate has communicated with council and no other buy out known of in Scottish Borders.

- CELCA Funding - CELCA Funding - Corinne presented a breakdown (displayed) of estimated funding demands and cash flow from Sept 2021 to Nov 2023 (see appendix).

CELCA1 - £25k remaining funding if all other applications at this Sep 21 meeting were approved.

£48.500 accumulated 10% set aside moneys, after the Nov 21 payment from Fred Olsen. This would be enough to free up £75k by the end of this year.

CELCA2 - 25k due in Oct 21, then again in Mar 22. If £25k would be allocated to funding, it would leave existing projects a buffer of £25k to cover possible overspend due to the unexpected rise in material and haulage cost.

Spring 2022 would have 100k available to pay towards park funding (£75k CELCA 1 plus 25k CELCA 2).

Total requested of 150k would be available by Spring 2023 in staggered payments. CELCA1- initial £75k, after that CELCA2- 3x £25k (Oct21, Mar22, Oct22)

CELCA1

This would leave 36k of the Nov 21 Fred Olsen payment available for funding for the coming 3 meetings Nov21, March and June 22. Next payment of £35k in Aug22. Based on CELCA costs in 2019 for smaller, running projects, expected annual spend is 60K. CELCA 1 payment depends on turbine generation, but averages to 75k annually.

CELCA1- The 10% Set aside funding, 'saving' 10% of every Fred Olsen (Chrystal Rig Wind farm) payment in CELCA1, was originally put in place to accumulate funding for larger 'Heritage' projects.

CELCA2- Funding from Community Wind power (Aitkengall 2 Wind farm), it has been allocated to fund larger 'heritage' size projects.

Remaining lease for year-on-year funding thought to be for CELCA 1 since 2004 due for 20 years then re-negotiated - this due around 2024; AL to discuss with wind farm. 17 years remaining for CELCA 2.

- External Funding - Since the application was submitted, Karen has verified that VAT is an additional expense. CIC will be seeking extra funds elsewhere to make up shortfall from original application. Maureen Lochhead highlighted a recent news article stated that the Scottish government will be funding parks with 60 million in funds. Corinne verified that no

park details were shown and expect low priority for Longformacus. Lorna Pate had investigated this and found 1.7% being 80K to be spend over Scottish Borders region, larger parks expected to get authority.

ACTION: Alison Landale to verify ongoing financial commitment from wind farms

- Maintenance Costs – Melvin Landale questioned the maintenance cost of the park equipment. Lorna Pate summarised it was depending on the guarantee from manufacturer but expected to be minimal. High quality material to be used. 2 quotes received and 3rd pending.

- CIC operating costs – CW questioned that, as it stands, remunerations options were open for the community company directors to receive payments. Karen noted that it could be converted to a charity, and they would add a clause to prevent that. She verified that CIC was not for any personal gain and the company was set up in the simplest way for initial fund application, pending approval.

ACTION: Karen Kirkness – amendment of CIC company clause removing remunerations

- Wind Farm Approval – Wind Farm company has been contacted by AL about waiving local authority finance responsibility. Awaiting their reply.

- Cost & Contents of Park - Maureen was concerned about the cost and type of equipment for the park. Exact play contents would be amended and finalised with community input. Melvin agreed with mention to remove castle and tractor as this would have potential for a combined saving of £67,000.

Request was also made for fitness equipment to be included.

CM questioned the total quote of the contractors; would they still deliver the play park if the total value of the job would be 'cut back'. Karen said this was a 'place holder amount' and could not then guarantee the result; it needs to justify having to remove the existing equipment. AL said that less could be spent. AL was notified by the vendor who prepared the plans that they would make changes as required, once a commitment had been received. Karen stated that the contents would be changed based on the community consultation. The details of the plans can change, e.g., less equipment and more seating, but to the existing amount agreed with the contractor.

- Berwickshire Association for Voluntary Service (BAVS) Management Fee - The quote was £8,000 for ongoing project management assistance. A large project with liability risks and professional input needed. Skills and time for similar service to be sought locally. Paid per hour restricted to time. Ettie Spencer highlighted that it was large ask for volunteers to take on the entire project. Agreed with by Melvin that payment for assistance required.

- Park Access - Access for vehicles needed but limited and on a hill with visibility issues. Ian Davidson noted this as being potentially dangerous.

ACTION: Alison Landale - Speak to Mark Charles estate owner of adjoining field to the park about use options

- Effect on other projects – AL suggested future large funding requests could be limited for Longformacus due to the cost of the park for a number of years. Cheryl Philipson added that the park was seen by other mothers as a benefit for them all as Lammermuir residents.

AL proposed: ring-fence £150,000 but the money cannot be used without a further meeting to consider park plan contents. A dedicated community meeting will be organised, face to face, to discuss layout. The CIS to apply for other funding.

23 votes of agreement - Ettie Spencer, Laura Jones, Alison Rodger, Gillian Walkingshaw, Amanda & Charles Fox, Cari & Greig, Cheryl & Anthony Philipson, Jonathan Wood, Zoe & Chris, Andrew & Clare Black, Morag & Andrew Rodger, Jonathan Wood, Kathleen White, Johnny Fisher, Corinne & David Mycock, Bill Landale

3 none community members living outside our area - Heather Bewick, Laura & Joe Baker - not counted in vote

2 with conditions – Ian Davidson, subject to agreed design. Melvin Landale, subject to removal of tractor, castle & addition of fitness equipment.

1 withheld - Maureen Fergusson until in person meeting showing plans

£150,000 ring-fenced funds AL proposed (no second) passed with votes above

5.2 Swimming Lessons & Membership (£3,497)

AL shared the information for Sharon Baker's proposal. Offering swimming lessons from fully funded to 70% discount on annual memberships.

£3,497 approved – ES proposed, ID 2nd

5.3 Cranshaws Community Forest Garden (£3,430)

ITEM	QTY	COST
Ground preparation for planting – digger & materials	2.5 days	£ 1388 Quoted
Soil improvement materials		£ 300
Trees, shrubs and plants	1125	£ 1174 Quoted
Path formation	1	£ 450
Table & benches	1	£ 500 Quoted
Netting 120m	1	£ 198 Quoted
Labour 4 people @ £15/hr	15 hrs	£ 900
Consultancy & guidance (Rachel Sutherland)	5 days	£ 770 Quoted
Contingency		£ 200
TOTAL PROJECT COST		£ 5880

Bill & Alison Landale (& Rachel Sutherland), Messy Church
Specialist Miyawaki method of planting of trees in area next to Cranshaws Church. Bill proposed a small area to be planned for native hard wood trees planted close together.

Encouraging woodland wildlife, birds, and insects to colonise the location. Raised beds and tractor tyres for children planting. Benefits educational and watching the woodland growth over 3 - 20 years. Rachel met with Borders Forest Trust, and they will pay for 1/12 tree costs being £98 and rabbit netting.

- Maureen concerned that her outlook viewing the church could be restricted. Rachel will ensure smaller tree species planted in her view. AL said same applied to Old Manse view and tree size would be appropriate.
- Corinne Mycock had concerns with application stating learn about God's creation focusing on Christianity, Ettie Spenser agreed. AL pointed out one aim in constitution is to promote religion. Area 'sacred space' is non religion specific.

£3,430 approved – ES proposed, ID 2nd

5.4 Lifeguard Training (£2,480) Alison Landale

ITEM	QTY	COST
National Pool Lifeguard Qualification (38hours)	6 @ £280	£1,680
Bronze, Silver, Gold Childrens courses (6 weeks) can run over 1 year at Duns Pool	10 @ £80	£800
TOTAL PROJECT COST		£2,480.00

Offer 38-hour lifeguard course to complete training with the next course available in January 2022. Application for 6 people to gain qualification and support future employment opportunities; only 12 can be trained at one time.
Children lifesaving courses to increase water safety.
All courses to be held at Duns Pool.

ACTION: Alison Landale - advertise with community postcard

£2,480 approved – ID proposed, Johnny Fisher 2nd

5.5 Owl Boxes (£2,480)

ITEM	QTY	COST
Barn Owl boxes	10 @ £80	£800
Tawny Owl boxes	10 @ £90	£900
TOTAL PROJECT COST		£1,700

Alison Landale

Proposal for further funding for 10 Barn and 10 Tawny owl boxes. Ian Davidson noted that 2 years can be required for them to be colonised and may not be needed. The request was reduced by 50 % making a total of 10 boxes, saving £875.

Revised £875 approved – ID proposed, MR 2nd

6. Any other business

- **Longformacus Community Larder** – Final invoices being arranged by Pauline Stewart. Remaining funds to be reabsorbed.
- **Beth Landon** – AL expressed everyones appreciation for Beth's 3 years of assistance and efficiency as she resigns from her administrator position; gift on its way. New appointment Paula Easton.

7. Dates of next LCF meetings

Longformacus Park Plans Meeting

Tuesday 5 October 2021 at 7pm, Longformacus Village Hall

General Meeting

Tuesday 9 November 2021 at 7pm, Longformacus Village Hall

8. Appendix 1 (post meeting addition)

Estimated Cash Flow for Funding Application 4.1 Corinne Mycock

LAMMERMUIR COMMUNITY FUND SCO: 35892

ESTIMATED FUNDING DEMANDS AND CASH FLOW SEP 2021- NOV 2023

The Community Park are looking for £150,000 from the LCF.

Although the LCF is not able to fund this money in one go, it would be able to if paid out in instalments, as proposed by the Community Park.

This amount of funding, on this time scale, will take both CELCA1 and CELCA2 funding and depends on when we receive our payments in.

How could this work in practice?

CELCA1

£25,000 at this SEP 2021 meeting, the remainder of the funding when all the other applications would have had theirs allocated.

£48,500 10% set aside, consisting of £43,500 saved up to now, plus £4,000 (10% set aside off the Nov21 Fred Olsen payment in)

CELCA2

£25,000 in MARCH 2022

CELCA1 could release £75,000 by the end of this year 2021, CELCA2 £25,000 by MARCH 2022

Total of £100,000 could be freed up by Spring 2022

-After that we could just utilize the income of the 'heritage funding' of CELCA2, OCT 2022 - £25,000 and MAR 2023 - £25,000

Total requested £150,000 could be achieved by spring 2023

-This timescale can be 'stretched' to accommodate other projects, but this has to be decided now, in advance, so payment agreements can be honoured.

-This does not take into account payment in, CELCA1 – NOV 2021

£40,000 (except for the already included £4,000 10% set aside)

leaving £36,000 for the Nov and March and June meeting, next payment in of £35,000 would be AUG 2022.

-This does not take in account the CELCA2 - OCT 2021 payment in of £25,000

Leaving a buffer for Covid-19 induced rises in material and haulage costs for existing projects in CELCA2.

-Looking over the ledger of 2019, CELCA1 needs £60,000 a year for running costs and projects, maintaining the normal funding stream, e.g., swimming, courses, running costs etc. Many existing projects have not utilized their funding due to Covid-19 and therefore have existing funding to draw on for this year.

A yearly income of £75,000 will give a fair margin.

Corinne Mycock
treasurer