

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

**Tuesday 9th November 2021
7.00pm via Zoom**

**Minutes
General Meeting**

Trustees in attendance: Alison Landale, Alison Rodger, Corinne Mycock, David Mycock, Morag Rodger, Bill Landale, Ettie Spencer, Clive Warsop, Ian Davidson, Tony Homer

Also present: Paula Easton (minutes), Kim Drysdale (finance), Johnny Fisher (technology) Simon & Karen Kirkness, Lorna Pate

1. Welcome/Apologies

Al welcomed everybody

Apologies: Melvin Landale, Elizabeth Willis

2. Previous Minutes of GM – 7.9.21

Each page of draft minutes General Meeting 7 Sept 2021 displayed on screen for discussion.

Revisions:

- Page 1 Berwickshire Fuels typo add s - advertising
- 5.1. typo add 0 - 150,000
- Park costings appendix added to minutes

CW - people feel that 'The previous minutes read,' AL wondered if, as a disproportionate funding amount is being going to Longformacus Village, possibly any future funding for events in Longformacus should be limited, due to park and hall spending". CW pointed out these projects are benefiting more than only immediate residents so unfair to hold back future funding from Longformacus. The minutes do not record a decision. AL pointed out none had been made

No change was made to minutes on this point.

Minutes approved and accepted – CM proposed, DM 2nd

3. Matters arising

3.1 Cycle Station Repair

CW - bike point is outside his house and has never seen anyone there with a bike, walkers have looking at it.

TH & SK are knowledgeable about cycling and have reviewed the situation. Bike tool stations seem appealing but being in a remote locations cyclists have their own equipment with them. Tools like pliers and chain tools seize up. 10-year warranty on other parts but the poor-quality tools have rusted. Storage tube is open to water and elements. No tools work on either location Longformacus or Cranshaws. Grease Monkey Cycles quote to maintain tools declined as same problem will recur – or to replace all tools or remove for around £600. 3 stations had been agreed at a funding meeting in the past and 2 were erected to see how well they were used.

CW Some parts at head height with potential injury risk.

ID – If the equipment did not belong to CELCA then no obligation to return to Grease Monkey. Best to trade in as scrap.

ID – If the equipment did not belong to CELCA then no obligation to return to Grease Monkey. Trade in as scrap.

AL - suggested Secretary draft letter stating poor quality of tools, but it was felt by SK that it was not necessary.

SK - will reply directly to Grease Monkey's correspondence. He, with assistance from ML, will remove and take in a car to scrap metal merchant for sale or return to Grease Monkey. Poor quality tools not worth selling.

SK agreed any funds raised from scrap will be returned to CELCA.

ACTION 1: SK dismantle and scrap cycle stations.

3.2 Cranshaws Community Forest Garden

CW - mission statement concern about mention of negatively promoting religion. BL - some mistakenly thought that the project was to promote Christianity as next to a church. Only used to promote good work.

JF - mission statement says money from CELCA can be used to promote religion.

Available to check document on the community website

<https://www.lammermuirlife.co.uk/wp-content/uploads/2019/10/CELCA-Constitution.pdf>

CELCA 2 is not endorsing religion.

CELCA 1 constitution 2 b states: *To provide funds for the relief of poverty, the promotion of education and religion in the Area and for any other purpose which shall be regarded as charitable in law.*

AL - commented that yoga is based on eastern religion and currently funded

CM – felt the application was promoting solely Christianity in its teaching for children.

CW - teach all religions and promotion of education is clearly an object in the constitution since originally written in 2005.

3.3 Notice boards at Ellemford & Cranshaws

AL son in law Scott Dixon has offered to remove dry, sand, varnish, paint and reline Ellemford and Cranshaws notice boards. Due to being family, chair asked members for their agreement or otherwise, that Scott be remunerated – agreement that was given by all.

Action 2: AL coordinate notice board repair

3.4 Longformacus Community Park - Access

ID - approached estate owner of unused land adjacent to the park. Permission was given to use the area for parking and access. Meeting with Darren Simcock from Scottish Borders Council roads department has been re- scheduled. They will look at site to check area to allow a roadway, but no planning issues expected.

David Macvie of Langton Lees quarry is prepared to help put hard core down on track to remove access danger. Mark Charles just wants to be certain everything done in proper order.

Chair thanked Ian for his fantastic assistance.

4. Treasurer's Report

Funding summary documents displayed for CELCA 1 & 2.

Agreed at last meeting to fund £75,000 which created available funding of -£51,398.76

£75,000 funding from CELCA is made up of 2 things. Set aside funding approx. £48,000 and remaining funding of approx. £25000 available after last meeting.

It is currently a double entry in the spreadsheet, hence why funding available in the spreadsheet appears as minus. We are working on a way to integrate it properly.

Available for funding now:

The funding received in November, due next week from Fred Olsen. Payment-in will be about £40,000 leaving £35,000 to spend after taking off set aside of 10%. The money returned through re-calculation from account statistics plus expected re-absorbed funding will give approx.£9,600. The extra cycle repair station-refund will mean possibly about £46 to £47,000 to spend. Still to be deducted what is agreed at this meeting and the meetings in March, and June 2022. Next payment will be received in Sept 2022.

End of year running accounts allocated as £3,000, now require this to be raised to £5,000 a year. AL enquired if this included postcards, CM verified it does not.

Bank balance and Funding available

Bank Reconciliation and Check

Opening Balance as at 1st Oct 2020	£ 158,879.31
Income received	£ 77,646.02
Expenses paid	(£ 4,746.55)
Projects spend	(£ 54,631.76)
Closing Balance	<u>£ 177,147.02</u>
Balance at bank	£ 177,147.02
	£ -

October Yoga	135.00
November Yoga	105.00
March Yoga	135.00
April Yoga	60.00
September Yoga	120.00
September Yoga	162.00

Total	0.00
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717.00

CELCA 2 Funding Year Ending 30th September 2022

Bank balance and Funding available

Bank Reconciliation and Check

Opening Balance as at 1st Oct 2021	£ 114,305.70
Income received	£ 25,000.00
Expenses paid	(£ 7.00)
Projects spend	£ -
Closing Balance	<u>£ 139,298.70</u>
Balance at bank	£ 139,298.70
	£ -

20 /21 Participant Contribution

Payments pending

4.1 Project Summary

Cranshaws, Ellemford and Longformacus Community Association(CELCA)

Scottish Charity Number SC035892

Project Summary for the year ending 30th September 2021

Project No	Project Name	Date of last application	Brought Forward	Awarded 20/21	Spent 20/21	Re-abs 20/21	Remaining
999	Emergency Fund		4,000.00	-	-	-	4,000.00
998	Funding for postage etc	10/11/2020	-	2,000.00	844.71	-	1,155.29
10	Set-aside 10% of funding	20/08/2020	35,695.52	7,692.88	-	-	43,388.40
22	Comm. Website Devel.	05/03/2019	1,194.70	-	354.94	-	839.76
27	Film Society	pre 3/6/15	917.37	-	-	-	917.37
33	Courses and Workshops/CofK	02/09/2020	13,089.36	11,891.18	2,690.00	-	22,290.54
36	Community Newsletter		994.27	-	-	-	994.27
37	Lammermuir Live	10/11/2020	-	8,000.00	-	-	8,000.00
101	Annual Ellemford Show	04/06/2019	3,417.88	-	-	3,417.88	-
102	Messy Church	04/06/2019	750.97	3,430.00	-	-	4,180.97
104	Winter Fuel Pauline Stewart	10/11/2020	1,800.00	5,100.00	6,760.37	-	139.63
105	Christmas Dinner Pauline Stewart	02/09/2020	600.00	-	96.57	503.43	-
106	Christmas Stocking Pauline Stewart	02/09/2020	1,550.00	-	1,133.20	416.80	-
107	Christmas Bus Pauline Stewart	02/09/2020	125.00	360.00	18.00	467.00	-
108	Community Larder Pauline Stewart	03/03/2021	4,000.00	3,384.22	3,194.53	-	4,189.69
115	Berwickshire County Show	04/06/2019	-	-	-	-	-
118	Time Lapse Photogr.Equipment	03/06/2014	-	-	-	-	-
120	Plays and Pantomime	16/03/2017	2,371.49	-	500.00	-	1,871.49
123	Tree and Flood lighting	03/11/2019	671.56	-	-	-	671.56
127	Swimming Lessons	03/03/2021	361.00	18,963.00	16,253.00	-	3,071.00
128	Lamm.Heritage Centre	03/03/2021	2,399.39	-	40.00	2,060.00	299.39
129	Whiteadder Sports Trust	02/09/2020	10,000.00	9,915.51	9,850.03	-	10,065.48
130	Cransh.VH Building Work		-	-	-	-	-

38	Woodland Walk		8,545.57	12,736.00	11,246.87	-	10,034.70
151	Alterations to Longformacus Village Hall		110,464.00	-	4,260.00	-	106,204.00
159	Longformacus Play Park			75,000.00	-	-	75,000.00
			119,009.57	87,736.00	15,506.87	-	191,238.70

	114305.70
Payments out in transit	0.00
Payments in in transit	0.00
Current balance	114305.70
Set aside for running costs	0.00
Allocated to projects	191238.70
Available for funding	-76933.00

4.2 Reabsorb Allocated Funds

108	Community Larder	£2500
169	Clay Pigeon	£2482.26
170	Cycle Repair Station	£1500
	Total	£6482.26

College of Knowledge (C of K)

33(24)	Riding Lessons	£3000
33(31)	Kilt Making	£1880
33(32)	Exploring Music	£1000
33(34)	First Aid	£1373.2
33(35)	Table Tennis	£500
33(39)	Singing Lessons	£152.72
	Total	£7905.92

Overall Total **£14388.18**

- 108 - Community larder – reabsorbing £2,500 still leaves enough to pay Fair Share (Pauline Stewart awaiting their final invoice)
- 169 - Clay pigeon shooting – reabsorbing funds agreed with LP
- 170 - Bike repair station- £1,500 less any amount due after costs for Simon removing
- 33 (24) - Riding lessons MR - Rachel Roberts was organizing but has left the area
- 33 (32) - Exploring Music AL - £1,619.60 held to be reduced by £1,000 as Graeme Walker was due to offer more courses but traveling distance restrictive. *PE Post meeting update that the full amount will be reabsorbed after communication with GW.*
- Exploring Paint – no funds being held
- First aid course - 8 took part. Fund has £2,373.20. AL asked if more courses be run, TH thought possibly the same again - expected cost of £480. Leave £1,000 in fund for use and absorb £1373.20.
- Table tennis - £860 fund to be reduced by £500
- Singing lessons - £152.72 reabsorb
- Lifeguard training - leave same allocation for future use.

Community Larder

CW - residents still struggling and food larder would still be beneficial.

AL - Well thought of and had been needed. Pauline Stewart - Community Larder suggested it was stopped as other Fair Share provider now offers food in Duns. Deliveries through Bavs or Heart4Duns had been bringing food to more rural communities. General agreement but if need arose, Larder could re-open.

5. Applications for funding

Order	Project	Name	Amount Requested
1	Duns Players	John McEwan	£3,000.00
2	Winter Fuel <i>*Request increasing to £8,800</i>	Elizabeth Willis	<i>*£7,200</i>
3	Lammermuir Community Workshop Rent	Melvin Landale	£4,541.66
4	Festive Tree Lighting	Melvin Landale	£1,950.00
5	Defibrillator Batteries	Tony Homer	£860.80
		Total	£17,552.46

5.1 Duns Players (£3,000)

Application received from John McEwan

AL - Duns Players have previously received funding and offered online events. New application for half of the marketing and advertising costs.

TH - Marketing benefits other community areas and not just CELCA so cost should be shared.

Application form shows total amount being raised is £50,000. The funders listed as Creative Scotland £15,000, SBC Community Fund £5,000, other windfarms £6,500 and David Summers Trust £2,000.

TH – information required on other community wind farm funds being used.

AL - Duns Players have used pact and Blackhill in the past.

DM - will ask at a Black Hill meeting he is attending; his records show £4,500 requested.

AL – the group encourage local people to get involved and promote Scottish playwrights.

ID - approves in principal but suggested waiting for feedback on amounts from other community wind farms.

AL - suggest we match other wind farm funding.

BL - where is marketing money being spent, will recipients be in our area & Duns and not Edinburgh for example.

CM – concerned the LCF funding amount over last 2 years keeps increasing.

Action 3: AL to request marketing cost breakdown and funding details from applicant to share with trustees. Decision will be made in line with this.

Application Status Pending - more information

23 Nov 21 Update: *Reduced amount approved after further communication with applicant by AL with trustees' agreement*

£2,000 approved – Proposed CM, ID 2nd

5.2 WINTER FUEL (£8,800)

AL for Elizabeth Willis

Repeating of successful request made last year. Fuel costs have increased and application has been increased accordingly. If agreed by trustees and wind farm a postcard will be sent quickly. Pearsons of Duns have agreed to deliver. CELCA will pay them directly in one batch. For oil or gas the resident themselves will pay, then claim back after delivery. The number of households has been increased to 55 households with 2 deliveries to each of £80, in December and January.

TH – felt we may want to consider our position as a fund coming from wind farm being used for non-green fossil fuels. AL - other renewable sources would be a long-term project as most homes use fossil fuels. JF - noted many people live in rental accommodation and can't change heating system. TH - surprised wind farms support spending on fuels. CM - asked what action is being requested and where would that position lead to. AL pointed out we are just being asked to consider our position on the matter. Orkney provide electricity with surplus for feeding back to the grid. DM - wind energy production there lowest ever this year.

AL gave thanks to organiser Elizabeth Willis for making application

£8,800 approved - Proposed MR, AR 2nd

13 Dec 21 Update: Amount increased with trustees' agreement to accept requests received from 67 households.

£10,720 approved – Proposed CM, BL 2nd

5.3 Lammermuir Community Workshop Rent (£4,541.66)

Application received from Melvin Landale

TH introduced the complex situation with the workshop to consider. Concerns of what state it is in and an appropriate way to respond to application. Views and comments from attendees were requested.

Project Background

TH - Historical notes show workshop started 2012 and a report by committee made in 2017. 2 or 3 people who arranged this have moved away, remaining is Dave Lochhead. Their committee worked to get workshop in place and operate safely. 27 members when committee formed in 2016. Membership fee was £25 per year when they had 23 members. Initial enthusiasm but then hard to get ongoing commitment by volunteers to assist with committee issues. No recent funding bids were made to CELA as one of their committee had felt there was no safe basis for workshop to operate.

Operational Concerns:

TH – Health & safety issues for continued operation. Fire electrical check not fulfilled so insurance could not be obtained. AL: Necessary to know what state the equipment is in and that would need to be paid for.

Usage by community is unknown, other than 2 known residents. MF - it's a concern that people are using the equipment. It is not known who is liable if CELCA don't own the equipment.

Costs

- No recent funding bids to CELCA as no safe basis for workshop to operate.
 - Electricity was assessed as £30 a month but not paid for a long time. Application is for 24p a unit but BL thinks more like 17p. There is a meter in place.
- TH – As limited users, who is using the electricity for cost of £1441.66 shown on application
- bank account cannot be traced so payments cannot be made to the owner of the workshop. CM - very vague with no paperwork. Bank Statements and invoices should be accessible from duplicate copied documents. Last application in 2016 for all costs they asked LCF to change the funding purpose and she remembers paying money at that time. Last report was at a similar time. Kim clarified with Corinne payment was by cheque and has statements of the time.
- Might be money that can go to Melvin in account, but Alister Dawson memory is that it was all used.

Funding Concerns

CM - The application is for retrospective back rent. CELCA rules do not allow funding for this purpose. JF - applicant may be aware of this and has not received rent for the property for many years. AL - made ML aware of the constitution and only possible for next few months rent but not without bank accounts. Dave Lochhead is looking for paperwork.

CM - LCF purpose is not to pay creditors. Workshop is in debt to Melvin but no invoices or documentation. Need to know where LCF money is.

ID - asked about funding given of 12k in 2012 being a significant amount. CELCA being asked to pay for a local governance which can't be done.

TH – raised the question who do any assets funded by CELCA belong to and do landlords have a claim on these if rent not paid. Answer unknown. AL The equipment in the workshop was all donated through Bavs where it was being stored long term. It had been donated to an educational place to be used with pupils, but insurance and safety issues had proved too difficult to carry out. The equipment is meant to go to another voluntary place if no longer to be used (Workshop Constitution)

Operational Solutions:

- Men's shed, Duns

MR - already Men Shed social enterprise in Duns that our community can be sent to where they don't need to work in isolation.

TH - workshop contains powerful and high-tech equipment, which is very useful, but more appropriate for Men's shed. An affiliate with the Men's Shed would offer them something different while solving safety and governance issues not managed by the previous committee.

CM - 2016 they were involved with the men shed.

CW - may be best way forward to cover governance and they may want some of the equipment. TH added need space for using the equipment effectively.

ID - would also bring community together and they may want the extra workshop space with large equipment.

- Project manager/ New Committee

JF - needs a champion to take it forward. ID agreed and if no interest cannot proceed.

TH - noted that this was Dave Lochhead, but he had carried the burden for a long time. Suggested CELCA funded research in the community to find out level of interest. Those residents can then form a new committee. AL has asked DL to assist - not keen with current health issues.

AL - Anthony Philipson reluctant but may be prepared to be involved. She read out part of a letter she had received from a young couple showing their support and wanting to keep it running. With some publicity it might be possible to carry it on or close it down at the next meeting.

Support for project

BL - application has issues but in favour of the workshop being reinstated in a safe way and not dissolved.

ID – Agreed that it's a great asset but not being used.

TH - community asset should try to sustain it.

AL - originally there were hopes for families to use it and to offer monthly teaching sessions, plus providing skills to young people; also to offer the potential for craft work developments.

How to proceed

Chair asked for volunteers. TH, BL and AL offered to be involved researching the viability of and support for the project.

AL - PAT electricity testing needed for small fee. Chair spoke to 2 electricians pre-meeting and they are prepared to go to community worship to check equipment and electrics. One unable to visit until January, the other can in 2 weeks time but requires funding. Costs £20 for electricity and £5 per machine. TH also agreed payment and equipment check to ensure safety is needed. CM - a maintenance fund available for this.

LP - need to consider liability position if CELCA arranges the pat testing.

LP, TH and CM- workshop should be closed and not be used. TH noted this would be the case until a committee was in place but do need to know if equipment can be used. ID & JF agreed this was a good starting point. Chair has lease noting repairing damage, landlord insurance ensures security of property, health, and safety procedure.

- TH to take project forward with assistance from BL and chair

- Close workshop temporarily
- Postcard to be sent out to residents to register their interest
- Find bank account details
- Contact the Men's Shed
- PAT test machinery and electrics

Action 4: KD check financial records for Workshop bank account details

Action 5: AL PAT testing equipment safety check

Action 6: TH Contact Men's Shed and send postcards / invitations to find interest

Application Status Pending - operational safety checks, new committee for revised application.

5.4 FESTIVE TREE LIGHTING (£1,950.00)

Application received from Melvin Landale

Location of tree not quite within community area. Trustees might feel this is not possible, setting the wrong precedent or because Sharon Baker and her family contribute greatly to our community, this is a way of saying thank you. Location Oatleycleugh so may not be seen so well. AL checking which tree to ensure visible from road. Festive tree also at riverside at Longformacus. AL questioning where other festive tree lights are located. ML had been asked to remove one set at Fellcleugh when new occupants came to house.

ID - does not have an objection but first principle that this is not within the area, though appreciative of their support. AL - would benefit area as seen by all when passing. CM added some residences are in a 'no man's land' Community Council area but are taken as part of our community. AR said she used that road every day, so it totally benefitted her as part of our community, and was very cheering; yes it does benefit outwith our area but also very much for many within it.

Chair asked if any strong objections - none.

JF – agreed but due to benefiting the community, perhaps thank you to the family can be done in a different way.

Action 7: AL to check which tree to ensure visible from road

£1,950 approved - Proposed AR, DM 2nd

5.5 Defibrillator Batteries (£860.80)

Tony Homer

TH noticed a battery needed to be replaced when he did first aid course nearby. Of the 3 defibrillators at located at Cranshaws, Longformacus and Rigfoot Farm Barn, one is required now and 2 are due shortly. CM thanked Tony for taking on the task.

£860.80 approved - Proposed BL, ID 2nd

8. Any other business

8.1 BAVS Community Transport Electric Vehicle

AL felt community not at that stage yet and would have little use. Everyone is able to utilise BAVS for community transport – part funded by CELCA.

ID - another community have purchased an electric community bus used for COP26. Offered to find out more about it though he feels hydrogen vehicles may be more prominent than electricity going forward.

Action 8: ID to investigate electric community vehicle possibilities

8.2 Electric Car Charger

AL and CW noted it might be worth considering having power charging points at Longformacus & Cranshaws if residents might have electric vehicles.

8.3 Administration Support for Projects

AL - Beth has been taken on at BAVS to help with some of their projects. Similar person at CELCA, or someone else, could be used to assist selected LCF projects.

ID concerned that applicants may expect it all to be done for them but that is not what CELCA offer. They should deliver on their own ideas.

AL - bigger community requires more people to help with the projects. ID added that the workshop men's shed has highlighted what can go wrong. AL noted where do you draw the line between assisting and running project.

AL, CW & ID agreed applicants should continue to deal with their own projects.

CM wants members to realise how much time goes into organising CELCA with a thank you to AL & BL.

9. Date of next LCF General Meeting

Wednesday 2 March 2022 at 730pm, Cranshaws Village Hall