

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

**Wednesday 2nd March 2022
7.30pm, Cranshaws Village Hall**

**Minutes
General Meeting**

Trustees in attendance:

Alison Landale, Bill Landale, Ian Davidson, Adam Prokopowicz, Tony Homer, Alistair Gordon, Morag Roger, Melvin Landale, Clive Warsop, Alison Rodger

Also present: Paula Easton (minutes), Kim Drysdale (finance), Sarah Dixon (applications 1 &2), Kathleen White (application 3), Sharon Baker (applications 4&5), Selma Gordon

1. Welcome/Apologies

Al welcomed everybody and new trustees

Apologies:

Johnny Fisher

Elizabeth Willis

Corinne & David Mycock

Ettie Spencer

Anna Dabrowska

Louise & Billy Binning

2. Previous Minutes of GM – 9.11.21

Minutes approved and accepted – ML proposed, ID 2nd

3. Matters arising

AL highlighted items from the previous minutes

Cycle repair – Completed

Community forest garden – Continuing

3.1 Accept community applications decided on merit irrespective of location within CELCA area –
All Agreed

3.2 Notice boards at Ellemford and Cranshaws

Pending action by Men's shed in Duns as they did this for the church

ACTION 1 - AL Notice Boards by Men's Shed

3.3 Longformacus Park

Access - ID met with Councillor who is verifying planning permission. It is an unclassified not adopted road and new entrance will be using an existing gate way. The original entrance requires warning signs such as Caution, Concealed Entrance.

ACTION 2 – ID to arrange warning signs using the council resources

Fencing - AL was advised by Lorna Pate that Moorlands Group have volunteered to do fence work.

Road Surface - David McPhee from quarry will address road.

3.4 Community larder

Invoice received today from Fair Share & £30 Johnny Fisher. KD advised have £300 remaining funds. KD remaining will be reabsorbed once Pauline Stewart paid.

3.5 Winter Fuel

3 payments to residents outstanding for 2nd round of winter fuel.

3.6 Community Transport Electric Vehicle

ID shared information he received from Ettrick & Yarrow (Community Development Company) who offered to visit to demonstrate their vehicle. Electric vehicle cost £26,000 and they use a slow charger. Various special permits needed for community bus. Environmental benefits are unclear.

ID raised concerns: need for many volunteer drivers, uncertain use, electric vehicles could be replaced by hydrogen long term, making for a poor investment. AL pointed out we BAVs in Duns who will provide transport for our community which is open to all and sufficient for our community requirements.

3.7 School Logo Competition

ID has been coordinating with Christine to arrange a primary school competition.

ACTION 3 - AL contact primary school for competition to create CELCA/LCF logo

4. Treasurer's Report - Kim

CELCA 1 (Fred Olsen)

Payment received from Fred Olsen into CELCA 1 account £44,127

Bank Balance is £190.059

Available for funding £34.771

The set aside 10% from project 10 fund has been transferred to the Longformacus Play Park for £47,801.13, as discussed and agreed.

4.1 Postcards & Postage Communication

Top up required for postcards & postage expenses currently £329. In Nov 2019 £2,000 was allocated and KD requesting the same again.

Primary way to contact community. TH questioned this with many residents being online. The mail distribution list is about 150 households, thought maybe 5-6 don't have email access. BL suggested sending a postcard asking if not online. CW need to find out who is not online as turnover of new residents so no assumptions being made. Notice boards also available.

ML some might have email but still want to get postcard. KW likes postcards to keep as a visual reminder and more likely to so attend/take action. Volume of emails received is vast and can be overlooked.

AP raised cost, £300 each time post cards distributed. Multiple sent together when possible to reduce cost. Need to find out who has online access.

AL resilience not in place, our community had relied on the Herald but this is now not enough. Elderly people who could be stuck. Need for those willing to assist and provide their contact number to offer help in their area. Kathleen White & Johnny Fisher looking at emergency resilience plans with LCC for contacting people in bad weather. BL will arrange with the LCC then CELCA to send and pay for the postcard.

ACTION 4 - BL arrange emergency contact plans with LCC. Then send postcard via CELCA for combined message and online status.

£1,000 top up Postcard Account – BL proposed, ML 2nd

CELCA 1 - Fred Olsen

CELCA YEAR ENDING 30.09.2022

Bank balance and Funding available

	24-Feb	£	198,059.60
Payments out in transit		£	267.58
Payments in in transit		£	-
21/22 Participants contribution		£	461.00
Current balance		£	197,331.02
Allocated to projects		£	157,559.57
Set aside for running costs		£	5,000.00
Available for funding		£	34,771.45

Payments pending

Printspot 267.58

Bank Reconciliation and Check

Opening Balance as at 1st Oct 2021	£	177,864.02
Income received	£	44,127.34
Expenses paid	(£	2,811.45)
Projects spend	(£	21,848.89)
Closing Balance	£	197,331.02
Balance at bank	£	197,331.02
	£	-

21/22 Contributions

Yoga x 4	72.00	01-Nov
Yoga x 1	18.00	05-Nov
Yoga x 2	33.00	08-Nov
Yoga x 1	18.00	18-Nov
Yoga 2020	200.00	07-Dec
Yoga x 2	48.00	07-Jan
Yoga x 3	72.00	10-Jan

CELCA 2 - Community Wind Power

CELCA 2 Funding Year Ending 30th September 2022

Bank balance and Funding available

	24-Feb	£	139,270.70
Payments out in transit		£	-
Payments in in transit		£	-
19/20 Participants contribution		£	-
Current balance		£	139,270.70
Allocated to projects		£	191,238.70
Set aside for running costs			
Available for funding		-£	51,968.00

Payments pending

Bank Reconciliation and Check

Opening Balance as at 1st Oct 2021	£	114,305.70
Income received	£	25,000.00
Expenses paid	(£	35.00)
Projects spend	£	-
Closing Balance	£	139,270.70
Balance at bank	£	139,270.70
	£	-

20 /21 Participant Contribution

0.00

Total 0.00

4.2 Duration of Windfarm Agreement

AG questioned duration funding is available. AL explained Fred Olsen CELCA 1 give funding approval after each meeting. CELCA 2 is 25k twice a year community wind farm. They get annual report from CELCA on spend. Project money put aside for 2 years and if not used may be re-absorbed. The conditions of what can be funded in constitution and agreed with wind farms.

Alison is checking CELCA arrangement with Fred Olsen. Suspects terms of agreement runs out in next couple of years. Original set up document is being located with KD assistance. AG offered to help. He suggested to change agreement to roll forward for duration they are making electricity using wind turbines. Additional wind turbines now in place which may increase the amount being paid.

AG electricity bills have increased and requested ongoing consideration of fund support for the community. AL this is within rules like winter fuel and application can be made.

All Agreed – no action requested

AG fuel costs effect everyone community wide and supports projects that are universal to all residents. CW added that £280,000 on 2 projects - the Longformacus Village Hall extension and the Longformacus Play Park, was disproportionate at a time of great need in the community. He also noted thanks to EW for arranging Winter fuel.

ACTION 5 – KD locate original CELCA funding agreement with Fred Olsen

ACTION 6 – after Action 5, AL request Fred Olsen rolling funding agreement with assistance from AG if requested

4.3 Re-absorb Funds

KD proposed selected unused funds to be re-absorbed.

See Project Summary list of allocated funds at end of minutes

177 £720.00 Duns Ceilidh club – All agreed

170 £279.16 Cycle Repair Stations – All agreed

152 £5,372.67 Community Broadband Project – reduced by £2,372.67

Supporting community to get Border link network. New residents unaware that this fund exists. AG noted cost for Cranshaws on broadband underground would need 180k to top up other available funding. ID advised £200 is funded per installation.

ACTION 7 – TH send Herald Notice that broadband funding is available, need invoice for internet fee to be claimed.

Allocated funding to be reduced so £3,000 remains in place. This can be increased if required at next meeting.

Reduce broadband allocation to £3,000 - ML proposed, TH 2nd

146 £8,475.90 Access School Trips - keep allocated funding in place

4.3 Treasurer Position

KD is CELCA Financial Administrator. CM is Treasurer and a new replacement is needed from established Trustees. Treasurer role checks and authorizes payments online. AL asked someone to take on task till Nov AGM only. Then the most recent trustees would be more familiar with CELCA and hopefully could take on the role.

No volunteers so KD asked ID who agreed until Nov 2022 only. KD sends spread sheet once a month and ID to auth payments. AL asked for others to keep members of the community in mind to join CELCA.

Ian Davidson as Interim Treasurer - BL proposed, AL 2nd

5. Funded Projects Updates

5.1 Longformacus Play Park

-Tranche Payment Issues

Sarah Dixon stated she was new to the role director of the community playpark committee as no other volunteers. AL had attended a zoom call with committee & play park supplier Kompan who require a single payment and not in tranches as CELCA had laid out. This requirement would delay the project construction until May 2023. AL seeking approval to ask Community Wind Farm (CELCA 2) for advance payments of their £50,000 annual fund to cover cost. Abbey St Bathans was in a similar position and did receive an interest free wind farm loan to cover their village hall costs. They received reduced payments over the next few years.

Contact Community Wind Farm to request advance payment for Longformacus Play Park - AL proposed, ML 2nd

ACTION 8 – AL to contact Community Wind Farm for advance payment

-VAT Issues

SD Kompan supply equipment and 20% VAT is due unless the council are sending the payment. Scottish Borders Council have done so before at Reston and have agreed to Lorna Pate that they will do so again. Funds would be sent from CELCA to STB for them to send on to Kompan. The SBC, in addition to Kompan, will not accept the money in tranche part payments.

SD the project will then have 20% more to spend on the equipment. ID disagreed that the 20% saving should result in more equipment and instead be reabsorbed by CELCA. CW added that the cost agreed for the park had not been a unanimous decision.

Re-absorb VAT amount from Longformacus Park funding - ID proposed, AG 2nd

SD asked if the park committee objected to the reduction proposed and requested a further discussion with them. The application to LCF was for £150,000 and approved for that.

To be discussed further at another time.

Post Meeting Secretary Notes:

VAT would have been an additional cost and was not included in original budget of £150,000. Application Form – VAT not specified

GM Minutes 7.9.21 - Extract of VAT discussion:

- **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

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5.2 Longformacus Village Hall Development

The original architect had to be changed and prices have increased. Additional costs for project had been declined by AL as not covered by fund agreement.

Andy Lester is the new architect who has modified project plans. The agreed funding of £120,000 included a contingency within that of 5%. Attempting meet this amount with the builder but seems unlikely.

Benefits - 8 to 13 young mums meet at hall with 1-2 children each. Appreciate a quiet place/ hub to sit. Older people have enquired when it will be ready so they can use the internet and seating area.

CW original architect had planned to build close to a wall that was shared with a new neighbor who objected. Originally planning permission has been approved. CW noted that some people disagreed with the project.

AL requested a Special General Meeting at Longformacus Village Hall with the architect to discuss plans. All agreed.

ACTION 9 – AL Arrange Special GM meeting at Longformacus Village Hall 22 or 23 March with architect (*meeting subsequently delayed, new date pending*)

5.3 Parent Space

AL updated that Karen Lerpiniere of Parent Space has funding in place. She has met with mums and parents in Longformacus to discuss plans to use the funds.

6. Applications for funding

Order	Project	Name	Amount Requested
1	Play Equipment Cranshaws	Sarah Dixon	£9,900.00
2	Cranshaws Orchard Tables & Benches	Sarah Dixon	£2,600.00
3	Yoga at Longformacus (continuation)	Kathleen White	£3,883.00
4	Teen Challenge Swimming Pool Hire	Sharon Baker	£3,430.00
5	Lammermuir Pastoral Society Ellemford Show	Sharon Baker	£1,500.00
6	Community Workshop - Upgrade	Alison Landale	£4,013.00
7	Community Workshop - Woodworking Course	Bill Landale, The College of Knowledge	£3,325.00
Total			£28,651.00

6.1 Cranshaws Play Equipment (£9,900)

Application received from Sarah Dixon

SD explained application plan for play equipment in keeping with what is already there and helps families. Encourage children and families to go on walks and use area.

2nd hand equipment was investigated but no options for standard needed for public use.

Lots of flexibility with building as the land is private ground. Belongs to the Penny Estate.

BL has looked at insurance. Liability insurance not possible for Cranshaws Woodland walks but can be obtained for use of equipment. TH asked why application is not within woodland walk, which was included as part of Cranshaws Hall, and that they should be responsible for this insurance. AG suggested Penny Estate might be responsible for public liability insurance but not play equipment. BL suggested a liability disclaimer notice at the area, but TH thought these do not have much meaning. AG on public

liability the Penny Estate may have a view, SD added Neil Anderson was very supportive of the project.

TH suggested an entity was needed to support the application. It was agreed this could come through the Woodland Walk fund which has funds set aside for benches and tables already.

AL had spoken to Neil Anderson re enhanced access - this is now expected to cost £20,000. It was agreed this access for prams & wheelchairs should be provided before funding for play equipment added. In principle play equipment was agreed upon.

AG wondered how many people would use the orchard area, from our catchment area, so who will benefit. TH asked what age the equipment would be aimed at and how this would affect the number of people using it; the aspiration was to appeal to more people. SD any age that can fit in the swing, which is strong enough for adults. It has a 20-year guarantee.

Enhanced access to be put in place & set up tables & chairs as approved on original Cranshaws Walk application (see 6.2 application below).

Play Equipment Proposed ID, 2nd ML This was agreed in principle with the following steps taken:

1. Need a constituted body
2. Determine responsibility of liability coverage
3. Tables & Benches using current Cranshaws Walk approved funding
4. Enhanced Access
5. Then play equipment can be added

Enhanced Access – AL pending receipt of a quote providing necessary funding in place. AP handicap access may be needed by law even for 1 person in the community.

ACTION 10 - Quote for enhanced access at Cranshaws Orchard

6.2 Cranshaws Orchard Tables (£2,600)

Application received from Sarah Dixon

Continued from Application above covering the same Orchard area.

SD quoted £180 –£190 bench, picnic table £750. Application £2510 covers costs. The current Walkway bench was provided by Kevin Aitchison.

3 benches & 2 tables were agreed on original Cranshaws Walk application for £400 per bench & £300 per table. Wood needs ongoing treatments to maintain. ID suggested recycled plastic option; more expensive, but last better. Some situated viewed at the golf club. CW wooden benches more attractive and comfortable.

SD, Dave, Neil & Sheila to coordinate and visit golf Club.

Tables & Chairs approved within existing project funds - All agreed

6.3 Yoga at Longformacus (continued £3,883 max)

Application received from Kathleen White

Continuation of Yoga class project as current funding is due to finish. Next sessions will re-start in Sept 2022. The delay to re-starting due to lambing season and outdoor summer evenings.

TH asked how many people attend. Usual attendance was 10 -12 signed up, then 8 or 9 signed up most weeks with 6-7 attending. Classes have been well attended and offered long term. Maximum class size was 12 until covid which reduced to 9 with hall restrictions. AG asked if the same regular people attended which was confirmed by KW. Blocks of classes are paid for and booked in advance. AP verified people pay a small contribution.

£3,883 approved – AP Proposed ML 2nd

6.4 Teen Challenge Swimming Pool Hire (£3,430)

Application received from Sharon Baker

SB appreciation given for previous funding of this project and repeat funding being requested. Pool use given exclusively to residents from Teen Challenge each week plus swimming lessons if required.

£3,430 approved – ML Proposed ID 2nd

6.5 Lammermuir Pastoral Society Ellemford Show (£1,500)

Application received from Sharon Baker

DM has previously loaned sheep pens to the Lammermuir Pastoral Society for use at Ellemford show that takes place in Sept. The opportunity is available to purchase them as he is moving. DM is asking the game keeper David Harris if they can continue to be kept at kept in the sheep shed at Todlea.

£1,500 approved – ID Proposed AP 2nd

6.6 Community Workshop - Upgrade (£4,013)

Application received from Alison Landale

AR chairing meeting during AL application

The Community Workshop was discussed at last meeting on zoom in length and detailed in the minutes. TH, BL, AI & ML, and others responded to postcard invitation to attend the workshop meeting held on 12.12.21.

12 notes of interest in the workshop have been received from the community, in response to a post card send out.

TH has been in touch with Men's Shed who will help with operating courses.

CW can be seen as a conflict of interest with applications from Alison and family members. AL acknowledged this but volunteers were requested and none forthcoming. AL asked for CW to feedback to the community that this only happens when no other people are willing to deal with the projects. Extra signatures of agreement from trustees are needed if there are any benefits to a trustee. BL and AL have no personal preference to outcome.

AG & TH raised issues of value for money on costs for number of people who would benefit. TH people at the workshop meeting wanted to do craft style projects. Equipment needed for this is laith only which will be covered in 1 of the sessions. He suggested running a short course to check level of ongoing interest to sustain larger equipment longer term.

BL interest is minimal from the 150 postcards sent. ID, AG & TH agree insufficient interest. MR liability risk high.

Machinery not purchased by CELCA, originally donated having been given to a school. AG & CW agree value of machinery equipment is a separate issue. AP added it was a zero cost to the community. Potential great value for individuals.

Originally 20 members paying £25 per year dwindled and with safety issues was unsustainable. Alister Dawson was their original chair. He advised the previous £17,000 CELCA funding in 2012 was used on improving the building and making work benches plus the £100 monthly rent until depleted in 2018. He was unwilling to ask for more on health & safety grounds. He did get insurance offered, but it was on the understanding that a full health & safety audit went ahead. This never happened.

Application for Community Workshop Upgrade - Withdrawn temporarily

6.6.1 Lammermuir Community Workshop Application for Unpaid Rent & Electricity

Application made by ML at General Meeting 9 Nov 2021

ML as owner of the building receiving rent for the workshop space, would cover the cost of repairing electricity if the course is approved. £20 per month rent due to ML from original workshop organisation that no longer exists. £1400 electricity bill from individual workshop meter from being used by community. ML asked for a vote on these costs as not supportive of courses going ahead while his operational costs are not covered.

TH at least one person who has been using the workshop and electricity was the treasurer of previous committee. ML could not rent to others while it was still being used.

AR retrospective funding not permitted in CELCA constitution. BL CELCA needed to decide what is fair. A lot of money has been spent on the shed but rent not paid. Not straight forward as a continuation of rent was previously agreed, though now retrospective.

AG proposed a compromise paying half the rent, as in good faith ML has kept the workshop available.

Vote made for electricity & half rent to be paid for partial use Community Workshop
-AL, BL, ML excluded from vote

£1,441 Electricity bill payment

£1,550 half of the 3,100 Rent

£ 2,991.00 Approved - AG proposed, AP against, All Others Agreed

6.7 Community Workshop – Basic Woodworking Course (£3,325)

Application received from Bill Landale, College of Knowledge

BL plan was to close workshop if not enough interest in course

11 people registered their interest to take the woodworking course, including a few children. Woodworking course attendance capacity 8-10 people.

ML questioned if lathe was operational. TH the course session due to use the lathe would be amended if not in working order.

AG needs to be fully subscribed, TH agreed and if people then cancelled before start date the course would be cancelled. AP noted this did not apply to other funded projects.

AR need enough people interested in the workshop so they can create a new committee.

£3,325 approved – TH Proposed ID 2nd

7. Any other business

AL shared appreciation received from Whiteadder Watersports

9. Date of next LCF General Meeting

Tues 7 June 2022 at 730pm, Longformacus Village Hall

Project Summary List:

Cranshaws, Ellemford and Longformacus Community Association(CELCA)

Scottish Charity Number SC035892

Project Summary for the year ending 30th September 2022

Project No	Project Name	Date of last application	Brought Forward	Awarded 21/22	Spent 21/22	Re-abs 21/22	Remaining
999	Emergency Fund		4,000.00	-	-	-	4,000.00
998	Funding for postage etc	10/11/2020	1,155.29	-	711.99	-	443.30
10	Set-aside 10% of funding	20/08/2020	43,388.40	4,412.73	47,801.13	-	-
22	Comm. Website Devel.	05/03/2019	839.76	-	125.00	-	714.76
27	Film Society	pre 3/6/15	917.37	-	20.00	-	897.37
33	Courses and Workshops/CofK	02/09/2020	18,398.98	-	2,060.00	7,905.92	8,433.06
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	-	-	-	-	-
102	Messy Church	04/06/2019	4,180.97	-	539.00	-	3,641.97
104	Winter Fuel Elizabeth Willis	09/11/2021	139.63	10,720.00	10,319.11	-	540.52
105	Christmas Dinner Pauline Stewart	02/09/2020	-	-	-	-	-
106	Christmas Stocking Pauline Stewart	02/09/2020	-	-	-	-	-
107	Christmas Bus Pauline Stewart	02/09/2020	-	-	-	-	-
108	Community Larder Pauline Stewart	03/03/2021	4,189.69	-	-	2,500.00	1,689.69
115	Berwickshire County Show	04/06/2019	-	-	-	-	-
118	Time Lapse Photogr.Equipment	03/06/2014	-	-	-	-	-
120	Plays and Pantomime	16/03/2017	1,871.49	-	-	-	1,871.49
123	Tree and Flood lighting	09/11/2021	671.56	1,950.00	-	-	2,621.56
127	Swimming Lessons	03/03/2021	3,071.00	-	1,827.00	-	1,244.00
128	Lamm.Heritage Centre	03/03/2021	299.39	-	-	-	299.39
129	Whiteadder Sports Trust	02/09/2020	10,065.48	-	1,232.01	-	8,833.47
130	Cransh.VH Building Work		-	-	-	-	-

131	Village Halls Match Funding Challenge		3,823.57	-	1,672.50	-	2,151.07
138	Seniors Excursion and Lunch Club	13/03/2018	1,333.33	-	-	-	1,333.33
140	Bench and Noticeboard Maintenance	05/03/2019	2,123.24	-	-	-	2,123.24
142	Stitch and Crafts Social	01/03/2016	292.67	-	-	-	292.67
146	InvolvingEveryone, access school trips	01/03/2016	8,475.90	-	-	-	8,475.90
152	Community Broadband Project		5,372.67	-	-	-	5,372.67
159	Longformacus Play Area	03/03/2021	6,120.00	-	-	-	6,120.00
160	Longformacus Village Hall	02/09/2020	-	-	-	-	-
161	Community Play Park	07/09/2021	27,198.87	47,801.13	52.50	-	74,947.50
162	LCC Defibrillators	09/11/2021	1,099.50	860.80	1,075.83	-	884.47
164	Cranshaws Bowling Club	05/03/2019	150.00	-	-	-	150.00
165	Duns Players Show John McEwen	03/11/2019	-	2,000.00	-	-	2,000.00
166	Windmill Café	02/09/2020	2,683.36	-	277.90	-	2,405.46
167	Dianne Murray Curry and Chat	04/09/2018	-	-	-	-	-
168	Dianne Murray Parent Space	04/09/2018	1,042.52	-	-	-	1,042.52
169	ClayPigeon Shooting	05/11/2019	2,482.26	-	-	2,482.26	-
170	Cycle Repair Stations	05/03/2019	1,779.16	-	-	1,500.00	279.16
171	Longformacus Playgroup Heather Bewick		1,609.31	-	700.05	-	909.26
173	Reiver's Rideout	04/06/2019	- 58.07	-	-	-	- 58.07
174	Re-Tweed		-	-	-	-	-
175	Lammermuir Ladies Group	05/11/2019	1,477.73	-	-	-	1,477.73
176	Duns Golf Club	04/03/2020	-	-	-	-	-
177	Duns Ceilidh Club	04/03/2020	720.00	-	-	-	720.00
178	BAVS	03/03/2021	2,157.00	-	-	-	2,157.00
179	Maintenance for Tools Etc	04/03/2020	386.81	-	336.00	-	50.81
180	Owl Nesting Boxes	03/03/2021	1,400.00	-	900.00	-	500.00
181	Farm Tours	03/03/2021	-	-	-	-	-
							-
			173,853.11	67,744.66	21,848.89	14,388.18	157,559.57

157,559.57

24 February 2022	198059.60
Payments out in transit	267.58
Payments in in transit	0.00
Current balance	197331.02
Set aside for running costs	5000.00
Allocated to projects	157559.57
Available for funding	34771.45

£47801.13 transferred to Comm Play park proj 161 not included in spent total.