

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

**Tuesday 5<sup>th</sup> November 2019  
Longformacus Village Hall 7.00pm**

**Minutes  
Annual General Meeting**

**Trustees in attendance:** Alison Landale, Corinne Mycock, David Mycock, Melvin Landale, Wendy Dawson-Young, Alistair Dawson, Clive Warsop, Alison Rodger and Stuart Blaikie

**Also present:** Beth Landon (minutes), Kim Drysdale (finance), Ian Davidson, Heather Bewick, John McEwen, Lorna Pate, Gay Roger, Sharon Baker, Robin Smith, Laura Baker, Jonathan Wood and Rachel Sutherland

**1. Welcome/Apologies**

Al welcomed everybody

**Apologies:** Ettie Spencer, Tony Homer, Mark Rowley and Bill Landale

**2. Minute of AGM 2018/Matters Arising**

- **Graeme Walker** has left the area, so will no longer be running the painting group, although he may continue with Exploring Music. It was decided to reabsorb the funds from the painting group and leave in those from Exploring Music.
- **School trip funding** – the decision was made to set aside funding from which any young person from Primary or High School (who lives in the Lammermuir area) can access up to £600 for a school trip. Parents need to ask the school for a letter naming the child / children and can submit this to LCF to draw down funding.
- **Treasurer's report** – BL thanked AD for his work re Aikengall funding (correction to AGM minutes 2018)
- **Community benefit payments** – LCF now has a signed agreement with Aikengall II to distribute community benefit payments. The first payment received was of £69,500 (back dated from last year). The next payment of £30,500 is due this month. Going forwards LCF will receive one payment a year of £50,000.
- **Working Group / Community Survey** - a working group was set up at the AGM in 2018 to look at the larger amounts of money now available due to the new agreement with Aikengall II. They sent a postcard to the community asking for priorities on spending. 15% of the recipients returned the survey. Kim Drysdale has now produced a breakdown of all money spent since

funding started (15 years ago) - over half a million has been spent in total – and a document comparing this with the survey responses was prepared for the meeting by BL (appendix 1)

Points of note:

- The survey categories on which the greatest proportion of funds have been spent so far are village halls (35%) and educational skills (22%).
- The top priorities for survey participants were transport and connectivity (91% of survey responses), however LCF has spent less than 5% of funding on this. CM pointed out the main reason for this has been the wait for the government roll out. A lot of time has been spent creating a plan to supply broadband to the whole community – a very recent development is 'line of sight' broadband. All in the community have been sent several emails with details of how to apply through Borderlink (deadline is Thursday 7<sup>th</sup> November 2019 for government voucher). Alison offered all at the meeting information too.
- AL thanked the working group for their work on this.

**Minutes of AGM 2018 approved pending correction noted above  
ML proposed; AD 2nd**

### **3. Chairman's Report**

(appendix 2)

Additional notes:

- Fencing has started on the woodland walkway
- Arts Strategy - WDY advertised for artists to apply to produce designs, but there was no uptake. The only detailed proposal, which was previously received from Rachael Long, is of a steel sculpture of a net blowing in the wind, reminiscent of the Herring Road, with names of locations along the route on it.

### **4. Treasurer's Report**

Kim Drysdale presented the draft annual accounts for the year ended 30<sup>th</sup> September 2019.

Total in bank (CELCA1 and 2) = £139,542

Points of note:

- Payments exceeded receipts for CELCA 1
- Only £10,000 available to allocate from CELCA 1 (until payment received of £41,000, expected imminently)
- £68,728 in CELCA 2, not counting the £30,500 coming in soon and funds allocated to the woodland walkway.

- 10% is put aside from income to CELCA 1, but not CELCA 2
- This 10% was originally set aside for large community projects which might have arisen, before CELCA 2 became available for these
- In addition, there is an emergency fund of £4000
- CM pointed out that with £40,000 allocated to the woodland walk and £120,000 potentially being allocated to Longformacus Village Hall refurbishment in total, it may be necessary to dip into the set aside money from CELCA 1 to cover both plus applications
- AL requested that trustees take into account total funding available when allocating funding applied for in the general meeting to follow, and pointed the need to be prudent.
- All agreed to continue to set aside 10% of money received for CELCA 1.
- Although the accounts are a fair and proper representation of the financial situation, a few minor adjustments still remain to be agreed on with the accountants before they can be signed off.

**WDY and AR approved the draft accounts in principle**

**5. Election of New Members/Committee Members (Trustees)**

AL, CM and AR stood down.

AL re-elected as Chair (AD proposed, ML 2<sup>nd</sup>)

AR re-elected as Vice Chair (AL proposed, WDY 2<sup>nd</sup>)

CM re-elected as Treasurer (ML proposed, SB 2<sup>nd</sup>)

AL explained community councillors are automatically trustees. All current non LCC trustees are willing to remain as committee members, however since the last AGM two have stepped down, so AL had asked Robin Smith to join the committee; he accepted (AL proposed, CM 2<sup>nd</sup>)

Ian Davidson was asked at the meeting and also agreed (AL proposed, ML 2<sup>nd</sup>)

AL welcomed RS and ID to the committee and explained they can't accept remuneration when applying for funding for community projects without declaring it on the application form.

**6. Longformacus Village Hall (LVH) Refurbishment grant application for £110,000**

Jonathan Wood presented this application on behalf of Ettie Spencer. A questionnaire was sent out asking what would improve the village and the overriding response was for a hub or meeting place which people could use at any time. An architect was commissioned who had previously drawn plans for the hall. The plans are for an extension at the front which would be separate from the rest of the hall, so groups can use the hall, while people at the same time can meet in the new section. In addition to this there will be improvements to the kitchen and lighting.

£10,000 out of the overall estimated project cost of £120,000 has already been allocated from LCF for architect's fees, preparation and submission to planning and for the tendering process. The detailed plans are currently with SBC and outline planning has already been granted.

**Other funding possibilities:**

- Tesco - won't include it as one of their projects as not local enough
- Blackhill – date of submission is 31<sup>st</sup> January 2020 and up to £15,000 can be applied for. However, they may not be willing to consider the project as there is a fund in the Lammermuirs.
- Big lottery – won't fund projects where people on the committee are related and Jonathan Wood and ES are married.

No other funds have been raised at this point, so they are still asking for the full amount to be allocated, but will keep applying to other funders and if successful, they won't draw down, from LCF, the amount funded by another body. The project can't go forwards without a commitment to fund.

**Points raised**

- Hesitation as it is such a large amount and concern of it going over budget (AL, DM, ML and ID)
- Queries were made about why the Architects are not local (Dalkeith) and since they organise the tendering process, would they make sure that local builders would be invited to put in a tender?
- LCF shouldn't be asking LVH committee to be looking elsewhere for funding, when we have such a large amount of funding available for this area (WDY)
- Both windfarms giving us funding would like us to spend funds keeping village halls up to date (AL)
- The community survey showed that village hall improvements are important to the community. Out of the 11 proposals for the GM, 5 of them plan to use the hall (AD)
- Concern was raised over whether the new committee is fully constituted (CW)
- Concern was raised over representation of residents of Longformacus in the survey / meeting (CW)

**Responses**

- Jonathan and ES won't be project managing, this will be included in the costs and done professionally
- Jonathan explained that the LVH Committee decided to continue with the Architects that had previously drawn up plans for the hall. He would communicate to him the request for involving local builders.
- Indicative costs have been presented so far, next it will go to tender, they expect quotes to be lower than the estimate.
- There is a contingency of 5% built in for unforeseen works
- Contract will be written to ensure contractor stays within budget

- If quotes from builders come in above the indicative costs LCF is not obliged to fund the extra, and this can be decided at a later meeting
- LVH Improvements Committee is almost fully constituted
- Everyone in the community uses the hall, whether they live in Longformacus or not, and all had opportunity to take part in the survey / attend the meeting

**AL called a members' vote on the proposal to accept that LCF will set aside the further £110,000 applied for. There must be quotes presented before any work starts, and the contract must be written to ensure contractor stays within budget. This was passed (11 for / 2 against)**

WDY thanked ES and Jonathan Wood for all their work on this.

**7. Any Other Business**

None

**8. Date of Next AGM**

10<sup>th</sup> November 2020 in Longformacus (unless there are building works)