

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

**Wednesday 1 March 2023  
7.30pm, Longformacus Village Hall**

**Minutes  
Special General Meeting**

**Trustees in attendance:** Alison Landale (AL Chairperson), Alison Rodger (Vice Chair AR), Ian Davidson (ID Interim Treasurer), Bill Landale (BL), Morag Rodger (MR), Tony Homer (TH), Alistair Gordon (AG), Ettie Spencer (ES), Adam Prokopowicz (AP)

**Also present:** Paula Easton (PE minutes), Kim Drysdale (KD finance),

David Lochhead with Adrian Edwards & Jennifer Adams (DL application 1) Nicky Seed, Laura Jones, & Charlotte Tait (application 5) Corine Craik (CC application 7 & 8), Heather Bewick (HB application 9), Jonathan Wood (JW), Hedley Tomlyn (HT), Georgina Coleman, Lorna Pate (LP application 3).

**Welcome/Apologies**

Apologies: Melvin Landale (ML), Clive Warsop (CW), Councillor Mark Rowley, Sharon Baker (application 2) Sarah Dixon (application 3 & 4),

AL welcomed everybody

**Previous Minutes of GM – 8 Nov 22**

HD had offered to do some research into creating a Community Action Plan (CAP) which PE will add to the minutes.

**Action 1** PE Add CAP research to the 8 Nov 22 minutes

**Previous Minutes approved and accepted** MR proposed, ID 2<sup>nd</sup>

**Matters arising**

3.1 Actions from previous meetings

**3.1.1 Increase height of Larder at Longformacus**

JW said this was too difficult to do. After hall committee discussion they are considering buying the same style of larder shed used at Cranshaws. AL commented that the boxes filled with larder goods were heavy to carry. She wondered if a trolley could be purchased to protect the backs of CC and HB. ES thought Longformacus hall committee could deal with that. CC had looked at one

but at £30 + it seemed too expensive. AL thought saving back injury much more important. HT offered to help when ever needed.

**Action 2** JW Going to see Cranshaws larder with a view to Longformacus using the same style of shed.

**Action 2a** Longformacus Hall Committee researching trolley for moving food boxes.

### **3.1.2 Longformacus Play Park - Signage**

ID said sourcing a provider of suitable signs was difficult. ID will discuss signage needs with LP and the safety needs for keeping gates closed.

**Action 3** ID & LP Arrange parking and safety signage for playpark

### **3.1.3 Longformacus Playpark - Clear Greenery for access**

ID to arrange for excess greenery to be cut back. A small oak tree causing a blockage will not be cut down. LP said the SBC have been asked to do this, but the ground is currently too wet.

**Action 4** ID Cut back overgrown greenery at park entrance

**Action 5** LP Contact the council again and update CELCA

## **3.2 Funded Project Updates**

### **3.2.1 Outside Classroom**

LP received a quote today for review. This is to be situated at the new Longformacus play park.

### **3.2.2 Cranshaws Larder**

The larder is well used and managed by Maureen Ferguson (MF) with the help of another village resident. MF had emailed AL sharing her appreciation on behalf of the Cranshaws Community to thank our Community Association for funding the larder. She said it is one of the best things that has happened in that community for some time.

### **3.2.3 Torus Holistic Therapies**

Greig Silver had emailed saying that both January and February sound baths were full and 3 people already booked in for March, so it seems to be very popular. He has 3 regular acupuncture clients, with a potential 4th starting. Really positive feedback has been received from his clients, saying they are very grateful for the service offered, especially as it's so close to their homes and at lower cost.

### **3.2.4 Village Hall Notice Boards & Benches**

Invoices have not been received for materials from Mens Sheds for Cranshaws & Ellemford notice boards and Longformacus bench. AL now has a contact who will be sending these.

**Action 6** AL report back on Notice Board & Benches situation re paying for work completed

### 3.2.5 Mens Sheds

This is well furnished with equipment located beside Duns Primary school. They have sessions on Mon & Tues for ladies' crafts and woodwork. All encouraged to attend.

### 3.2.6 B.A.V.S.

Funds are available to pay for transport for anyone in the area. CELCA pay in full for hospital visits or a proportion towards other reasons like shopping.

This can be booked via Community Transport 03004561935 and Jackson who invoices CELCA.

**Action 7** Make a B.A.V.S. notice for the Herald informing people again. No person appointed to this.

### Treasurer's Report – KD

CELCA 1 has £190,426.17 in the account, with £16,592.56 available to pay out.

CELCA 2 has £158,284.18 in the account, no funds are available for use at present as previously allocated funding brings the total to **minus £27,789.56**

### CELCA 1 - Fred Olsen Renewables

CELCA YEAR ENDING 30.09.2023

#### Bank balance and Funding available

|                                 |        |   |            |
|---------------------------------|--------|---|------------|
|                                 | 24-Feb | £ | 190,426.17 |
| Payments out in transit         |        | £ | -          |
| Payments in in transit          |        | £ | -          |
| 21/22 Participants contribution |        | £ | -          |
| Current balance                 |        | £ | 190,426.17 |
| Allocated to projects           |        | £ | 168,833.61 |
| Set aside for running costs     |        | £ | 5,000.00   |
| Available for funding           |        | £ | 16,592.56  |

#### Payments pending

|  |
|--|
|  |
|--|

Total 0.00

#### Bank Reconciliation and Check

|                                    |    |                   |
|------------------------------------|----|-------------------|
| Opening Balance as at 1st Oct 2022 | £  | 185,808.04        |
| Income received                    | £  | 49,704.02         |
| Expenses paid                      | (£ | 3,479.19)         |
| Projects spend                     | (£ | 41,606.70)        |
| Closing Balance                    | £  | <u>190,426.17</u> |
| Balance at bank                    | £  | 190,426.17        |
|                                    | £  | -                 |

#### 22/23 Contributions

0.00

Bank balance and Funding available

|                                 |        |              |
|---------------------------------|--------|--------------|
|                                 | 24-Feb | £ 158,284.18 |
| Payments out in transit         | £      | -            |
| Payments in in transit          | £      | -            |
| 19/20 Participants contribution | £      | -            |
| Current balance                 | £      | 158,284.18   |
| Allocated to projects           | £      | 186,073.74   |
| Set aside for running costs     |        |              |
| Available for funding           | -£     | 27,789.56    |

Payments pending

Bank Reconciliation and Check

|                                    |                     |
|------------------------------------|---------------------|
| Opening Balance as at 1st Oct 2022 | £ 141,669.30        |
| Income received                    | £ 25,000.00         |
| Expenses paid                      | (£ 35.00)           |
| Projects spend                     | (£ 8,350.12)        |
| Closing Balance                    | <u>£ 158,284.18</u> |
| Balance at bank                    | £ 158,284.18        |
|                                    | £ -                 |

21/23 Participant Contribution

#### 4.1 Re-absorb Unused Funds

£42,000 Longformacus Village Hall (temporarily re-absorbed)

Pre covid the hall was allocated funding with £102,000 remaining. There have been project delays; £16,000 has been spent to date. JW agreed to stagger future plans and retain £60,000 which is currently needed towards upgrading of electrics and the gents' toilets. AL thanked JW for the arrangement.

£2,440 Winter fuel

72 members received payment for December and 69 in January. All remaining funds to be reabsorbed.

| Project Name              | Reabsorb  | Remaining | Notes  |
|---------------------------|-----------|-----------|--|
| CELCA 1                   |           |           |  |
| 123 Tree & Flood Lighting | £1,000    | £1,621.56 |  |
| 130 CVH Generator         | £7,000    | £0        |  |
| 140 Bench & Notice Board  | £1,000    | £1,123.24 |  |
| 146 Access School Trips   | £3,275.90 | £5,000    | Primary school application expected.         |
| 160 LVH Generator         | £4,000    | £3,000    | Smaller generator purchased                  |
| 175 Lammermuir Ladies     | £1,477.73 | £0        | LP has no time and there is limited interest |
| 178 BAV's                 | £1,000    | £1,157    | Pingo offer an alternative service.          |
| 33(42) Woodworking Course | £1,500    | £1,500    |  |
| 33(40) Sailing Course     | £2,500    | £2,500    | Courses offered at Whiteadder.               |
| CELCA 2                   |           |           |  |
| 151 LVH Alterations       | £42,000   | £60,000   |  |

ES asked why funding needed to be reabsorbed. AL said 2 ladders have a month cost of £1000 and funding is short for today because so much has been used or set aside for community needs such as electricity, heating, play park and orchard play equipment. KD highlighted that funding can be re-applied for again when needed.

The re-absorption amount added to available funds gives £30,000 in CELCA 1 and the next payment is due in September. CELCA 2 is due to receive £25,000 in March.

#### 4.1.2 Community Consultation

HT said a CPI 10.2% increase should be due from the windfarms as had been laid down by the Scottish government. KD said this has been discussed with the wind farm and Fred Olsen payments have increased each year. AL added that payments were at the top level.

BL was at a new turbine meeting with Crystal Rig 4. AL confirmed the amount of £5000 per megawatt with Kirsty Leiper of Crystal Rig. Almost everyone was in favour of accepting their offer to give a community information session with us.

**Action 8** AL Arrange Crystal Rig Community Consultation

#### 4.1.3 Woodworking Courses

The Big Tree Society at Ancrum is a well organised business and offers classes at around costing £60-80 to make seats & benches etc. The classes cannot be offered locally but their courses are recommended. It was agreed to inform the community of these courses funding for which can come from money already available for wood working classes. CELCA would pay £70 of a course for adults and pay for an entire course for school age students. AL suggested posting a leaflet or refer those interested. It was agreed to refer to their website [www.thebigtreesociety.co.uk](http://www.thebigtreesociety.co.uk). A notice to go on the Herald and face book page.

**Action 9** BL arrange for a Herald notice about Big Tree Society courses

#### 4.1.4 Warm Hub Fund

MR said SBC offer funding to provide Warm Hubs - being warm spaces for the community to use. LP said the Golf Club is the nearest available. It was suggested JW could apply for the Longformacus Village Hall to be a Warm Hub. It is being considered.

### 6. Applications for funding

| Request | Project                             | Applicant Name               | Amount Requested |
|---------|-------------------------------------|------------------------------|------------------|
| 1       | Cranshaws Village Hall Repairs      | David Lochhead               | £12,500.00       |
| 2       | Teen Challenge Swimming Pool Hire   | Sharon Baker                 | £4,410.00        |
| 3       | Longformacus Playpark Insurance     | Sarah Dixon                  | £320.34          |
| 4       | Coronation Celebration LCP Event    | Sarah Dixon                  | £2,300.00        |
| 4.5     | Coronation Cafe                     | Alison Landale               | £229.55          |
| 5       | Duns Community Nursey               | Nicky Sewed & Charlotte Tait | £3,531.82        |
| 6       | Larder – Cranshaws Village Hall     | Maureen Ferguson             | £2,000           |
| 7       | Larder – Longformacus Village Hall  | Corine Craik                 | £2,250           |
| 8       | Journaling Café                     | Corine Craik                 | £500.00          |
| 9       | Longformacus Parent & Toddler Group | Heather Berwick              | £1,200.00        |
| 10      | Duns Junior Football Club Equipment | Morag Rodger                 | £3,684.00        |

|              |                 |               |            |
|--------------|-----------------|---------------|------------|
| 11           | Tai Chi Classes | Ettie Spenser | £3,960.00  |
| <b>Total</b> |                 |               | £36,685.71 |

Absentee trustees ML and CW sent advance notes of their views on some applications.

### 6.1 Cranshaws Village Hall - £12,500

Application received from David Lochhead, joined by Adrian Edwards & Jennifer Adams

The hall is currently closed while dry rot repairs are made to the kitchen. This is being done by contractor Peter Cox. The application is for the dry rot treatment, flooring and kitchen replacement and paintwork. Other minor costs of £3,000 can be paid from their own funds. The Cranshaws Village Hall Committee have arranged to carry out as much of the work as possible themselves to keep costs down. Local game keepers and a farmer have been lifting the concrete floor and removing old waste into a trailer.

ES asked about previous dry rot treatments that had taken place at the hall. AE said this was in a different area and the new area was not affected by that outbreak. Sub floor ventilation is being fitted to prevent moisture build up which could allow spores to germinate. The kitchen was removed and burnt in January.

It was agreed that previous CELCA funding of £7,000 for a Cranshaws hall generator would be used towards repairs. This will be funded in future once the committee decide what is most appropriate for their site – it being substantially different from Longformacus.

**Application 1 £12,500 approved** - all in favour

### 6.2 Teen challenge Swimming Pool Hire - £4,410

Application received from Sharon Baker

A successful program is run at Teen Challenge which is a Rehab centre for 18-24 young men who have a variety of addictions. Each make a small contribution towards their swimming lessons every week. Sharon Baker agreed with AL in advance that only half the funding is needed now, and she will re-apply for the remainder later in the year. KD said £1700 of funding remains in their account. £800 will top this up to the required £2,500.

**Application 2 £800 approved** AR proposed, BL 2<sup>nd</sup>

### 6.3 Longformacus Playpark Insurance - £320.34

Application received from Sarah Dixon

Public liability insurance is an ongoing cost required for the play park. Emails were received around the time of the initial play park application regarding administration costs; LP informed the trustees that 'insurance cover' was included in this and agreed. Cranshaws play area insurance is covered by their community walk funding.

It was generally agreed that CELCA meet the public liability insurance policy for both play areas going forward. SBC will take over this for Longformacus after 10 years

**Application 3 £320.34 approved** ES proposed, AR 2<sup>nd</sup>

**6.4 Coronation Celebration LCP Event - £2,300**

**6.4.5 Coronation Café - £229.55**

Applications received from Sarah Dixon & Alison Landale

AL summarised the cost breakdown being requested for the Coronation event at the Longformacus play park. These include a hog roast, ice cream for children, cakes, prizes, and entertainment. It is also an opportunity to celebrate the new play park being open.

The Coronation Café would be held at Longformacus village hall that month in place of the Windmill café. The big screen would be used to view the coronation along with refreshments.

A Messy Church celebration with 'Bushcraft and BBQ' is also being planned at Cranshaws Orchard on the Saturday of the coronation weekend.

It was agreed that CELCA residents' visitors that weekend would be welcome without charge. ES said visitors are good for the community. ID suggested a box for charitable donations, like the Princes Trust, for this purpose. All agreed

Coronation grants are available from SBC and an application is being made to them for £500, being the maximum amount.

AR and HT supported the use of funds for a well organised community event. Absent trustees ML and CW had written they were not in favour. AR said this was exactly what CELCA funding was for; events to which every member of the community can join in.

**Applications 4 & 4.5 £2,529.55. approved** BL proposed, MR 2<sup>nd</sup>

**Action 10** BL Arrange a trailer with rubbish bins in the parking area for the Longformacus park event

**6.5 Duns Community Nursery - £3,531.82**

Applications received from Nicky Seed & Charlotte Tait

The Community Nursery is newly established and will open in April having taken over from Links Nursery. All ongoing costs and staff have been taken on. It is the only nursery in the area offering 0+ years and open all year round. 35 spaces are available each day and they are close to being full. The childcare being offered is important to the community saving in the region of £743,00 of lost income from those that would otherwise have to give up working.

The equipment from the previous nursery is in poor condition. Funding request is for technology helping older children with numeracy and stem learning, iPad, Nursery app and other needs like a microwave. The app will save on administration costs which were previously £24,000 a year. TH asked for the business plan needed for the Care Inspectorate that will be provided. He also asked for numbers of CELCA children who were currently using the nursery – or on their books for the coming sessions.

Funding has also been applied for from the Lottery for the garden, Southern Uplands Moorland Group for outside work, Blackhill for sleep mats and buggies, Firstport and PACT are ongoing. £10,000 has been raised from private funding within the local community.

38 children have been pre-enrolled, but their contact details do not include an address. Over the last 2 years there were 11 children registered from within the funding area. HB added there are 5 new babies within CELCA. A survey of parents resulted in 15 from Longformacus who replied yes to using a holiday club or need a full-time nursery.

The CELCA constitution and windfarms limit payments to benefit those from within the community; this means CELCA proportionally allocates funding. This point caused disagreement with AP who wanted the constitution to be revised. AL said at present it must be abided by. JW proposed that the £3,351 being requested was less than 10% of the total £276,000 required in the first year. This then falls within our constitution for the 4 registered children known to be within the CELCA area.

This application was considerably disrupted by one of the LCC trustees members. It has been minuted and kept separately. A request can be made for further information about this matter. It has been reported to OSCR, SBC and other bodies. The minute has been checked by 2LCC and 2 LCF only trustees.

**Application 5 £3,351.82 approved** AG proposed, ES 2<sup>nd</sup>

#### **6.6 Larder Cranshaws Village Hall - £2,000**

Application received from Maureen Ferguson

The Cranshaws larder is organised by Maureen who orders groceries & Christian helps by stocking them in the larder. AG praised the work of MF asking we note that despite having been in hospital she had continued with this worthwhile and appreciated project.

There is currently £1,700 in each Larder account that will cover 17 weeks for Cranshaws and Longformacus into May.

**Application 6 £2,000 approved** AG proposed, ID 2<sup>nd</sup>

#### **6.7 Larder Longformacus Village Hall - £2,250**

Application received from Corine Craik

CC will increase the amount of provided funding she is spending on groceries. CC is looking into getting a trolley. HT offered to help CC move groceries. On a Thursday morning HB said the Play Group organisers would help.

**Application 7 £2,250 approved** AP proposed, AR2<sup>nd</sup>

#### **6.8 Journaling Café - £500**

Application received from Corine Craik

At the last meeting the Journaling Café received £500 funding with £236 remaining. 2 sessions have since been held. The additional funding request is for scissors, books, paints, and hall rental.

**Application 8 £500 approved** ES proposed, AP 2<sup>nd</sup>

#### **6.9 Longformacus Parent & Toddler Group - £1,200**

Application received from Heather Bewick

To continue operating the Parent & Toddler group £2,000 is required to hire the hall. An additional £200 would be for dressing up clothes. £274 is available in the funded account.

**Application 1 £1,200 approved** ES proposed, AG2<sup>nd</sup>

#### **6.10 Duns Junior Football Club Equipment (DJFC)- £3,684**

Application received from Morag Rodger

MR has been asked by the volunteer coaches at DJFC for funding towards new goals posts, footballs, and coaching equipment. Some current equipment is 10 years old. £7,368 is needed in total and half has been requested from PACT but no reply yet.

A proportional amount can be given towards the CELCA children who are club members. JD said £300 per year would be a small part of the budget and AG suggested funded this in advance.

**Application 10 £2,500 approved** AL proposed, ES 2<sup>nd</sup>

#### **6.11 Tai Chi Classes - £3,960**

Application received from Ettie Spenser

Responding to requests from people in the community, ES is setting up T'ai Chi classes at Longformacus Village Hall. These are expected to be popular with 6 initial requests already received for the classes. ID asked about the hall size for capacity. More space is required for Tai Chi than Yoga. 3 classes to be offered in May and continued after the summer break. AL suggested the usual trial period of 3 -6 months. ES has a fully

qualified teacher arranged who will commit to classes for a year; she therefore wished to be sure of the entire funding requested. AL pointed out this was not the usual procedure. ES was adamant that the teacher should have a year's funding available before he was taken on.

The application was supported by ID and AG with a review after 6 months.

**Application 11 £3,960** Approved AD proposed, ID 2<sup>nd</sup>

## **7. Advance Notes of Intention**

(Opportunity to let CELCA know if a new application is being considered)

No advance notes of intention

## **8. Any other business**

### **8.1 Community Action Plan – HT**

Appendix 1 – CAP Community Action Plan Presentation

Further to his offer at the last meeting in November, HT researched the government's CAP policies and their accepted best practices. This is a mandated requirement in order to maintain and secure future funding for our community from onshore renewable energy developments. It is CELCA's responsibility to form a CAP with separation between the Community council and CELCA fund.

Suggestions included:

- Improvement is needed to utilize support by engaging professional advice to make dispassionate decisions
- Investment aspirations
- Redraft CELCA constitution
- Create a strategic long-term vision
- Reduce the number of trustees
- Build on previous community survey work by BL
- Implement a scoring evaluation system for funding decisions. This would create a grass roots process for basic criteria to pass proposals if funds in account. Removing subjectivity and give objectivity for applications to be weighted by which also gives trust, transparency, and flexibility.

HT has experience of evaluation criteria, government policy, managing public and non-public funds.

AL felt the trustees should not feel obliged to make a decision that evening with HT present and that they could consider his very kind offer. A decision could be made within 2 days. However, ES, AG & ID agreed with HT's proposal to seek out those with the required experience for a working group of 4-5 people. The group would then offer some recommendations for CELCA to move forward in producing a CAP.

**Action 11** HT Speak to local Energy Scotland; he would seek out a working group and offer CAP recommendations to the trustees. HT pointed out that these recommendations need not be accepted.

### **8.2 Trustee Internal Shared Contacts**

AP had requested private email and phone numbers of trustees be made available to each other for direct contact. It was agreed to keep emails to trustees as BCC (blind copy) and correspondence between trustees to be via the CELCA secretary.

### **8.3 B.A.V.S. Website Directory page**

BAVS have asked CELCA to be included on their Directory page. This was declined as CELCA is not county wide.

## **9. Date of next LCF General Meeting & AGM**

Tues 6 June 2023 at 7.00pm

Cranshaws Village Hall (requested - subject to completed repairs)

**Meeting Closed 9.45pm**