

Crail Community Partnership SCO 49189

Board Meeting Minutes

Legion Hall Tuesday 3rd December 2019

- 1) **In attendance:** D. Gowans, D. Jerdan, D. Mann, D. Brown, A. Purves, H. Armitage & B. McConnell
- 2) **Apologies:** D. Bates, H. Aird, J. McCallum, M. Taylor, W. Cresswell.
- 3) **Minutes:** Minutes of meeting held on 5th November 2019. Approved.
- 4) Finance
 - a) Monthly Statement (inc. Crail.info)

CRAIL COMMUNITY PARTNERSHIP

RBS RECONCILIATION AS AT 25th November 2019

FIGURES FROM BANK STATEMENT

Balance as at 25th November 2019	£ 11,258.12
ADD: To be lodged	£ NIL
DEDUCT: Non presented cheques and D/D	£ 146.85
	Sub £11,111.27*
Restricted Funds (see below*)	£ 3,592.40
Crail Info	£ 465.00
Net Bank Position	<u>£ 7,053.87</u>

Crail Common Good Fund – Approved	£23,520.00
Drawn to date	£23,520.00
Possible further draw down	£ NIL

- **Includes £2,252.40 remaining from Crail Food Festival £3,000.00 to meet costs of survey and design plans in respect of the Community Hall**

Includes £1,340.00 grant (£670.00 x 2) from Fife Council for use by Wee Crailers and Monday Club only

**Prepared by Andrew Purves
28th November 2019**

- b) Insurance
 - i) A Public & Product Liability insurance policy has been purchased, from Keegan and Pennykid, Insurance Brokers, Edinburgh. K&P regularly act on behalf of charities and groups such as Scouts. The premium is £117.25 for £2 million cover with Royal and Sun Alliance.
 - c) Payments to 3rd Parties
 - i) Distribution of funds acquired by CCP for third parties, from funding bodies, should only be released with submissions from the 3rd Party, with clear intent for legitimate use and a declaration of responsibility for the funds.
 - d) Online Banking. New setup will still be single online authorisation, with additional Authorisers, H. Aird and D. Gowans. Email (2nd) approval will always be made, and the additional Authorisers will be informed of any online payments made.
- 5) Fund raising.
- a) CPS - Denburn park – Paths for All. CPS holds the majority of PfA grant (residual on completion). No further funds sought at this time, while plan for Denburn Park is evolving.
 - b) Asset transfer – Scottish Land Fund – Crail Community Hall - Application submitted for £8,424 for Stage One Business Plan creation; plus Stage Two Acquisition £67,000 Capital and £10,000 Revenue (fund to provide staff to support acquisition/transition).
 - c) FC Fund & Awards for All (TNL) – Monday Club - £670 still with CCP and £670 for Wee Crailers.
 - d) Scottish Regional Food Fund – Driven by Crail Food Festival – seeking funds to create a Food Retailer Map. Annie Mars leading.
 - e) TNL Climate Action Fund. Intention is to create an East Neuk initiative, led by Sonja Potjewijd. Registration with funding body to be in by 18th December.
 - f) Robertson Trust – CCP staff funding. No Action to date.
 - g) The Fore Trust – Registration on Monday 9th December. Dennis Gowans leading.
- 6) Membership update & volunteers
- a) Membership is 133 (6 Associate, 126 Ordinary, 1 Junior).
- 7) Charrette Report update – DJ
- a) CCH Drop-In on 11th January (pre-meeting 7th January)
 - b) Action:** Advertise in Crail Matters (16th Dec and 6th January) – DG/HA
- 8) Sub Committees
- a) **Harbour Improvement Plan**
 - i) As owners of the harbour, Fife Council need to approve the ‘wish list’ and consider any safety / liability issues. Fife council have been slow to respond.
 - ii) However, Two CHIFA representatives attended the annual Harbour Users’ Meeting in Glenrothes in November. They learned that there was to be a new Harbour Engineer in post in the New Year. He will be accompanied by CHIFA representatives when he visits Crail in early January. Initial enquiries to Scottish Government about Seafish and the Fit for Purpose Harbour Scheme revealed that these funding streams have been delayed by Brexit Blight. Enquiries will continue in the New Year
 - iii) CHIFA – would like a website. Host on Crail.info? **Action: DG/HA**

b) Crail North

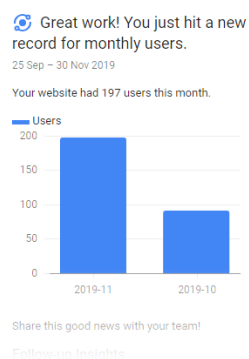
- i) D. Brown and D. Jerdan met with Martin Mcgroarty of FC Planning, on 15th November, to discuss the issues and opportunities with respect to Crail North. MM is new in role and would like a bit more time to settle in before engaging further with CCP. Very positive meeting.
- ii) H. Aird advised that CCP have the opportunity to present to Scottish Government representatives (elected and staff) on the 19th December (for 20 minutes). CCP organising a presentation for this event. D. Brown to take the lead as primary topic is Crail North and MCA support.

c) Strategy – no update

d) Environment/Woodlands – no update

e) Community Assets

- i) Crail Community Hall – as above (5b) SLF Application submitted.
- ii) FC Lands in Crail – D. Jerdan and D. Gowans met with Gordon Strang of FC Estates, on the 12th November, to identify FC lands that could be acquired by CCP to further the environmental elements of the Crail Local Place Plan. Properties highlighted, Kilminning South (including the Nature Reserve), Warsea Road ‘Triangle’ and the Bow Butts green space adjoining the cemetery car park. Subsequent to this meeting CCP raised Community Asset Applications with FC to acquire the properties detailed above.



f) Website/Publicity

- g) **Business and Tourism** – 20th November a business and tourism meeting was held to discuss involvement in the Crail Food Festival, a Winter Festival 2021 and the prospects of a Use It or Lose It campaign to support local businesses.

9) AOCB

- a) Crail – Sustrans study – no update

10) Next meeting Tuesday 7th January 2020 at 6pm

- a) 2020 Calendar – booked for Legion Hall, 6pm 1st Tuesday of each month
- b) AGM Provisionally 9th April 2020
 - i) **Action:** Book Community Hall - DG