

Crail Community Partnership SCO 49189

Board meeting Agenda

Legion Hall Tuesday 6th February 2024 at 7pm

1. **Attendees:** D.Jerdan, S. Henderson, M. Calchini, D. Gowans, A. Scholz, S. Morrison, W. Cresswell

- **Apologies:** M. Taylor, C. Broome, J. Morris, C. Morrison, M. Rogerson

2. **Minutes of meeting** held on 5th December 2023, approved.

3. **CCP Structure Plan & Strategy** DJ

A number of trustees met on the 23rd January for a strategy and structure discussion. Some key points:

- Projects need to have a clear end in sight, and not just a nice-to-do. Can we sustain and support in the future, with the resources we have?
- Funding is key to our success we need to develop a group that shares and develops this core competence, with the required information available. WC volunteers to participate in this.
 - **Action:** DG to open up google drive with appropriate security.
 - **Action:** SH to share annual accounting information to be stored in CCP Online.
- Vice Chair position would add value if taking on additional tasks supporting the Chair.
- Structure model can be applied to the new board after the AGM, this will help with onboarding and clarification of responsibilities.
- MT - suggested we need more engagement in social and community activities, this would need to be led at trustee level. Delivery could come from the new Development Coordinator.

4. **Constitution.** SM

- Review of constitution clarified that CCP needs to be organised and managed such that it complies with the definition of a 'community body.' Must have a written constitution, have a majority of members from the community and the members control the body.
- The constitution is based on a government model, for charities that aspire to own community land and/or assets. We should not change this model.
- The constitution allows 10 trustees and 2 co-opted trustees, the latter do not need to be ordinary members. Co-opt trustees need to be renewed annually at the AGM.
- The board should be aware that we can ask people to assist the board without them needing to be co-opt trustees.

5. **Finance.** SH

- Finance report has been circulated prior to the meeting.
- LPP - was funded by £2,000 from Fife Council, and £2,300 from Crail Common Good. But the major expenses (Graphic Designer and printing) were paid in January. And any residue may be required for later LPP updates.

- Proposal for Monday Club, Crail Matters and Crab Publishing funds to be merged into Monday Club, as all were latterly involved in the project of CM paper distribution. Board agreed this change.
- Co-op Funding for playground, should be delivered in February and October.
- Derek Sleight appointed as Independent Examiner.
- Karen Vaughan is willing to take over the Treasurer role. Karen to shadow Shields until the AGM. Approved by trustees.
- AGM - Tuesday 2nd April. 7pm. Community Hall (Small hall). AGM and Board meeting.

6. **Local Place Plan DJ** - completed and submitted on schedule. Major commendations to Sarah, David (and Dharmi). 1st to lodge plan with FC.

7. **Community Hall DG**

- Net income for January ~£360.
- New outside light for safety reasons. >£2,750 expense, CCH major works
- Have had a solicitor reviewed our T&Cs and Booking Form, and website information. All went live today. £500.
- New curtains - will need to raise £17,000 to £18,000. Looking at 50% Common Good, Crowdfunding (which could pull in £2,000 from FC) and additional sources.
- crail.info website feature subscriptions being called-in, currently have raised >£300
- Major demo of cinema, with National Theatre Live, on the 28th. Potentially a good source of income. NTL only take a share of the ticket sales, so lower risk.

8. **Sub Committees**

a. **Harbour – DJ**

- Subsidence of banking above the beach being evaluated by FC. (FC also advised that gabion-baskets might be a solution for the coastal path).
 - Castle to Roome Bay path appears to have mixed ownership, from Castle to burn owned by property owners and from burn to Roome Bay Fife Council (?).
- Condition of Harbour Masters House was raised at CCC. CCC Chair has formally complained to FC about the long delay in resolving the title issue.
- Concern expressed that there is no strategic (Crail) approach to property ownership.

b. **Roome Bay – DJ**

- Positive signs from FC that will be willing to work with us on this. Hoping for meeting next week.

c. **Kilminning – WC**

- Project is on track (report from Kilmac QS).
- Sunday March 31st - planned open day, with litter pick and meadow seeding. Volunteer engagement event.
- Only real ongoing maintenance and administration is the sheep on Kilminning Coast.
- Pond requires very little maintenance.

- Action WC: From safety perspective we should conduct a risk assessment to determine if we need any risk mitigation. Chris Broome may be the starting place.
- d. **Environment/Woodlands** – Pinkerton/West Braes -
- West Braes - team getting together 17th February to discuss seeding, pollarding etc.
 - Denburn Park - Dharmi working on Story Board for what Denburn Park will look like as a community orchard and park. Will be available for Community Open Day.
- e. **Land Acquisition** - DG
- Denburn Wood CAT goes through scoring process tomorrow 7th Feb. (subsequent news, CAT moves to the next stage, land valuation).
- f. **Tourism** – MC

Tourism – notes from East Neuk Tourism Association January meeting

i. Discussion around state of the Coastal Path at the East Neuk Tourism Association meeting – Sarah-Jane Latto, Head of Conservation and Engagement, FCCT

- Storm Babett caused serious damage to the coastal path and sections have been lost
- FCCT are currently working on a comms piece to educate industry, locals and visitors of the any diversions
- Diversions will either be over the beach at low tide or further inland at higher tides, often along existing pavements and roads
- Long-term the FCCT will try and enter into negotiations with local landowners to see if the path sections can be moved back onto land closer to the coast.
- FCCT will be happy to try and help with sections that have been affected but are not on the official coastal path (ex. Crail from Crail Castle to Roome Bay) or will signpost to other bodies
- FCCT will continue to monitor the path through site surveys and will intervene where possible, though resources are stretched
- FCCT have signed up as a Scottish partner to Kinetika's "Beach of Dreams" project, which will celebrate the UK coast through mass-participatory walks. The funding application for the May 2025 will be submitted shortly.
- More information can be found here: [Beach of Dreams - Kinetika](#)

ii. Short Term Lets

- 1890 applications received. The team are working through applications at the moment however this will take some time.

iii. Taxation

- Fife Council has no plan for Tourism Tax currently – likely to wait and see what happens in Edinburgh and possibly the Highlands & Islands
- However, council tax for second homes has gone up to 200% to increase revenue and eventually release housing stock back to residents. All second homes owners will have to pay the full increase, unless they run

their properties out as holiday lets and have switched to non-domestic business rates. Empty Properties will also be charged after a certain period of time, but purpose-built holiday accommodation will not be charged the increase, as long as they have to be vacated for a certain amount of time. [Second homes | Fife Council](#)

iv. **Crail Museum & Heritage Centre**

- The Museum will have a major art exhibition in August and are working with the National Galleries of Scotland. As their volunteer numbers have improved, the Museum will be open over the bank holiday weekends in May. They are also going to undertake a visitor survey this year, using QR codes. Further information can be found on the museum website from Easter onwards

v. **The Leven Rail Link** is progressing, but we are still waiting for a confirmed date. How can we push for a good connectivity with onwards transport including the 95 bus service?

vi. **Business Events**

- Tourism Conference Tuesday 27th February 2024, [tickets on sale now](#)
- Fife Food and Drink week will take place from the 9th March – 17th March 2024. All food and drink businesses will have the opportunity to be involved in the week. [Toolkit now available](#)

g. **Community Projects - DJ**

- Victoria Gardens - well funded, campaign to plant perennials to reduce maintenance work.
- Community Open Day -
 - **Action WC.** Opportunity to provide update on Kilminning, and promote 31st March Kilminning Event

8. **Publicity – MR/MT**

- Monthly bulletins
 - Next is Kilminning Update. **Action WC.**
 - Then AGM announcement and trustee recruiting. MR

9. **AOCB**

- **Funding - Community Ownership Fund.** DG speaking to DTAS, shortlisted for EOI later this month.
- **Next meetings**

Tuesday 5th March 2024 – Legion Hall (TBC) 7pm

AGM & Board meeting - Tuesday 2nd April 2024 - Community Hall