

Crail Community Partnership SCO 49189

CCP Board - Agenda

Tuesday 31st August 2021 at 6pm in Crail Community Hall

1. **In Attendance:** D. Gowans, G. Graaf, D. Jerdan, D. Brown, D. Mann, H. Aird, H. Armitage, C. Broome, M. Taylor, L. Dochard, E. Morris, W. Cresswell.

- Apologies: C. Broome, J. McCallum

2. **Minutes of meeting** held on 3rd August 2021, approved

3. **Finance report** (LD)

- CCH Trading Account, showing healthy surplus. Income from Xmas Fayre. Income and costs for tables to remain in the CCH trading account.
- Monday Club, has to be consumed/spent and is currently being spent on Crail Matters delivery to those not internet enable.
- CCH Forecast from Geraldine can be included in the Financial Report.

4. **Community Hall**

Report on current & potential events (GG)

2021; Two weddings & 2 private parties. In addition to Folk Club, Wine Club, Pilates and Badminton. Crail Festival events October.

2022: 9 weddings booked in, between May and August. In addition to Folk Club, Wine Club, Pilates and Badminton.

CCP organised events; Jazz Concert - Ali Affleck 6th November. Jazz Brunch - planned for 20th March Louise Major. Valentines Murder Mystery on 14th February; combined theatre, dinner and valentines event. Jack the Ripper presentation (fee free).

Big event is **Xmas Fayre** £600 income already for stall fees (20*£30). Stall holders interested in future events in Crail also. There will children's activities which will also create income. Kitchen will be rented out for a commercial cafe. Weekend will end with a concert from with two groups from St Andrews (zero fee).

Consider an Easter Fair, with a strong children's focus. Quiz series planned for Jan, Feb & Mar. Working to activate more fitness classes.

Opportunity for major community council event for pre-election presentations from candidates - April/May. CCP and CM should have a stall presence; encourage CCP membership, sell CM items.

Looking at a combined dinner event with Crail Food Festival.

Repair works & potential further improvement works – Eric/DG

Details in Appendix A.

Secure mail box and toilet seat fixed today. Thank you Eric.

Fife council will have another attempt to repair the roof leak, for free.

Valve stuck open in central heating, which means large hall heats when small hall is switched on. This needs fixed immediately before we get into the winter months.

For security, safety it is recommended that we replace with motion sensitive lights.

Boiler system is grossly inefficient, for example good domestic boiler exhaust gas should be 30C, the CCH boiler is releasing exhaust gas at 120C. Seeking prices for replacement with a view to fundraising.

Discussion on major changes to heating method. David Mann to take this on as a project. Local Energy will provide a service for evaluating, need to chase Local Energy to get attention.

Walls and decor in the Small Hall should be a priority. Complete before Xmas Fair?

Car Park needs improvement to make full use of the space, and consider the asset transfer.

Need to start looking at the long term (5 to 10 year) development plan. We are on Fife Council list to be presented as a project (for development of the Community Hall), to the Scottish Government in 2022/23.

David Mann to initiate development of long term plans.

Insurance & Licensing – DJ

We cannot extend the current CCH policy to cover the green areas. We need to extend our current PLL, which will cost £430. There is comprehensive cover of liabilities in this. Board approved this change. DJ has hard copies of all insurance documents, if anyone needs to refer to this.

DJ recommends that we should be obtaining a license for CCH. This would require someone to be a license holder. David Brown is considering a proposal to take this on. Wedding and external parties would still be using their own licenses. To be investigated further.

Further marketing & promotion – Geraldine & Heather

Established a CCH newsletter which was within CM on Monday, probably a quarterly issue or if new events are added. Events page now on the CCH website. Ticketing will be through Ticketsource, the same vehicle as used by Crail Festival and Crail Folk Club. First press release about activities in the hall. Events will be treated the same way. GG is member of the Fife Events group. Events will be pushed through social media, we can push events to groups, which entails a small fee. Activity on CCH website is growing significantly.

5. Open Spaces.

Acquisition of West Braes – DG

Proceeding with no apparent hurdles.

Autumn works to acquired green spaces – WC

Bow Butts and South Kilminning will be (meadow) cut and collected this Friday coming. Bow Butts winter work, bluebell planting and replacement oak tree. Take plenty photographs of the activity to help us tell the story in Crail Matters.

Plans evolving for soil dumping and access closure, in conjunction with Mark Ireland.

Publicity & Signage – WC - in place.

CCP, CPS and Crail Festival - has agreed to co-fund bulk purchase of weedkiller to deal with the numerous small projects we need to control.

6. AOCB

Next meeting Tuesday 5th October 2021 at 6pm

Appendix A.
Repairs and Improvements

	Urgency	Cost
Roof Leak	H	H
Central heating valve stuck - heating both halls	H	M
House light defective	M	L
Replace all house lights	M	L
Motion sensitive lights at side entrances	L	L
Boiler replacement - grossly inefficient	H	H
Small hall plywood walls! What to do?	L	L
Replace tube lights in small hall, install dimming led lights	M	M
Clear below stage - old trestle tables, and put stage extension below	H	L
Repair flaking paintwork in main windows	L	L
Curtain rails lubricated and curtains re-hung.	M	L
Car Park Asset Transfer		
Completed		
Swing door hinge replaced		
Reinstate letter box using cage to limit access		
Outside tap installed		
Gents toilet seat replacement		

Costs:

H = > £10,000

M = > £1,000

L = < £1,000