

Crail Community Partnership SCO 49189

CCP Board - Minutes of Meeting

Zoom Meeting - Tuesday 4th August 2020 at 6pm

1. **Attendance:** D. Brown, D. Jerdan, D. Mann, H. Aird, H. Armitage, B. McConnel, W. Cresswell, C. Broome, D. Gowans
2. **Apologies:** A. Purves, J. McCallum, M. Taylor
3. **Minutes of meeting** held 7th July 2020. Approved.
4. **Finance**
 - Current position. Appendix A.
 - Two transactions in last month, £5 membership and £84 for CCH website domain.
5. **Fund raising.**
 - CPS - Denburn park – Parks for All, CCC etc
 - £1,500 with CPS for Denburn Park can perhaps be reallocated to other works with PfA approval. Denburn Park tenants will be resident until March 2023.
 - Asset transfer – Scottish Land Fund -
 - Interim email sent to trustees after call with the National Lottery rep. High risk that funding for employee could be reduced.
 - Robertson Trust - CCH employee and Kitchen funds
 - Have £15,000 over two years for employee, but this needs co-funding (was the SLF)
 - RT is target for kitchen funding.
 - Co-op - decision in October whether CCP will participate.
 - Cambo Partnership – deferred
 - Transportation – improvement works – - no action or update forthcoming
 - Crowd Funding for land asset transfer
 - Plan is to start crowd-funding initiative for Bow Butts. Will not go live with anything until we know we will acquire the land.
 - Start dialogue with Crowd funding in the next few days. **Action.** DG
6. Membership update & volunteers – membership status same as last month.
 - Proposal to develop concept of ‘Friends of Victoria Gardens’, to grow support for what is needed to keep the gardens in prime condition. **Action.** DG to discuss with TH and bring to next CCP agenda.
 - Victoria Gardens to be confirmed ownership. **Action.** CB
7. Sub Committees

1. Harbour improvement plan
 - Updated Harbour Improvements excel spreadsheet circulated to CCP Trustees. Confidential.
 - HM Office, recent new initiative driven by Fife Council that CCP, CCT and Museum work together on this restoration project. DG to organise future meetings. Two meetings held to date.
 - BM - Need a common standard for signage and interpretation boards in Crail. Also promoting concept of Augmented Reality for Crail tours. **Action:** Bernie, Will and Heather to research and bring example back CCP Board.
2. Crail North
 - CCP notified that there has been a further attempt to stop the CAT process for Bow Butts. CCP Trustees have prepared a further document to inform Janice Laird on the CCP viewpoint. Main response is that the CAT process should be completed and the proposal for Bow Butts can made to CCP, not FC.
3. Environment/Woodlands – Asset Transfer
 - South Kilminning - CCP received letter from SWT stating that their first option would be to stay with FC as owners, but if FC chose to complete the CAT then they would work with CCP on a new lease. Janice Laird still feels there is some ambiguity on SWTs position but hopes to resolve this.
 - CB - in discussion with Scott Clelland, regarding Crail's green areas. Meeting held with Scott on 4th Aug. FC talking about digital consultation on management of green areas, which CCP is not very enthusiastic about (after community funding experience, e.g. Wee Crailers and Monday Club). FC does not have the capacity to work up a detailed plan for rewilding, CCP will need to help with this. FC do not have the capacity or equipment to do this type of preparation work, this needs to be sourced or loaned. Timeline for progress is unclear, it is assumed that there are budgetary constraints. **Action: Chris and Will** to continue to drive this initiative.
 - Paths. Applying to Community Active Travel Grant, as Paths for All is closed just now. Developing a broader proposal on funding for paths, including signage and resurfacing. **Action: CM**
4. Community Assets – DJ/DG
 - Community Hall – Major date is SLF decision meeting on the 27th August. CCH Transition team, appendix B minutes of last meeting.
 - Brownfield – Garden centre/affordable housing. No news subsequent to closing date.
 - Denburn Wood CAT from FC – for CPS. No action to date. **Action:DG**
 - Website/Publicity – low level of activity during the past month.
5. Business and Tourism – Crail Food Trail is progressing.
8. AOCB
 - Revised constitution has been uploaded on the CCP website, sent to SLF and OSCR.
9. Next meeting Tuesday 1st September 2020 at 6pm

Appendix A.

RBS RECONCILIATION AS AT 27th July 2020

FIGURES FROM BANK STATEMENT

Balance as at 27th July 2020	£ 15,950.27
ADD: To be lodged	£ Nil
DEDUCT: Non presented cheques and D/D	£ Nil
	Sub £15,950.97*
Restricted Funds (see below*)	£ 9,712.40
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Crail Info	£ 520.00
Net Bank Position	<u>£ 5,718.57</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 and donation of £3,000 towards kitchen.**
Includes £670 grant to Wee Crailers from Fife Council
Includes £490 (net) grant to Monday Meetings (Monday Club) from Fife Council
Includes £3,300.00 grant from Awards for All (National Lottery for use by Monday Meetings only.

Scottish Land Fund Grant	£8,424.00
Drawn to date	£8,424.00

Prepared by Andrew Purves
27th July 2020

Appendix B.

Minutes of Meeting 27th July 2020

In attendance, D. Jerdan, A. Purves, H. Aird, D. Gowans, D. Mann, E. Morris

Apologies: D. Brown, D. Fraser

1. CCH CAT Current Status

- SLF and Fife Council trying to establish standard T&Cs for asset transfers. In SLF's hands at present.
- The National Lottery Coordinator was encouraging us to seek a shorter period for the economic clawback, preferably 5 years. As this would put us in a more favourable position with funders.
Action: Seek clarification from SLF. Dennis
- (reinstatement) Insurance valuation and quote still required. **Action:** Andrew

2. Financial situation

- Unchanged from prior meeting.

3. Kitchen

- Plans progressing well. Acceptance from David B on current design. Out for quote on primary equipment.
- HA working on pricing for flooring, walls and kitchen accessories.

4. Events, Website and Calendar

- Website drafted and developing well
- Calendar created but private (Heather and Dennis) at present. All booked and provisional events being recorded in this.
- CCP not responsible for bookings, still 100% FC
- FC not taking any booking for 2020, but updating us for 2021.

5. Commercial T&Cs

DB would like to conduct a series of conversations with users on price tolerance.

- Crail Festival - Tony Kingsbury and Geoff Robinson
- Crail Food Festival & Wine Club - David Jerdan
- Folk Club - Tony Kingsbury and Gill Saunders
- Badminton - Anne 07769 156003
- Table Tennis - Graham Anderson
- Choir -
- Crail Church - Helen Armitage
- East Neuk Festival -
- Crail School -

6. Next meeting - 31st August 5pm.

7. Action Summary

1. Andrew - obtain insurance quote for reinstatement
2. Andrew – VAT proposal to CCP Trustees, August meeting.
3. David B. – circulate current research on price and T&Cs