

CCP Board

Minutes Zoom Meeting

Tuesday May 4th 2021 at 6pm

- 1) Attendance: D. Gowans, D. Jerdan, D. Mann, D. Brown, H. Aird, H. Armitage, W. Cresswell, M. Taylor, J. McCallum, L. Dochard.
 - Apologies: C. Broome, B. McConnell

Chair extended a formal welcome to Lyall as trustee and treasurer.

- 2) Approval of minutes of meeting held on 6th April 2021. Minutes approved.
- 3) Finance report & run through of reporting format – LD
 - Accounts are done on a cash basis (not doing accruals)
 - Project files show complete income and expense for the duration of the projects.
 - Clarification that current unrestricted fund (unassigned available funds) stands at £6881.
 - DB - need to quickly develop a business plan and financial controls to ensure CCH does not become an achilles heel. **Action DG**
 - CCH Sub-committee to address this at the next meeting. **DG**
- 4) Strategic Relationships (JM)
 - Meeting planned with EDF later in May.
- 5) Membership & volunteers (HA)
 - a. No change in membership.
 - b. Need for a membership drive, perhaps associated with asset transfers and open days in CCH. We need to reengage with the community. Target something for August.
- 6) Sub Committee reports

. Planning (DB)

No signs of any significant planning activities for Crail in the FC Database. Need to revisit/re-engage with the community.

No sign of development plan evolving for Crail North.

Maintaining relationship with FC Planners (who are heavily overloaded at this time)

. Green Spaces (WC)

South Kilminning. Waiting on preliminary costing document for engineering appraisal. Can we speed up legal transfer? Need to introduce controls to minimise damage and fly-tipping.

. Community Hall (DG)

Adapt and Thrive application for £55,000 failed; no negotiation, no reduction in award option. We were deemed a new enterprise that had not suffered through the pandemic.

Our employee (Susanne Ferguson) project coordinator decided she would prefer to be a volunteer not an employee. Susanne is now fully engaged, as a volunteer, in

looking after the East Neuk Festival, Election and reaching out to the next wedding couple. Recruiting has restarted and has brought in some very interesting candidates.

First heating bill was £300, maintaining the hall at 10C.

Kitchen Funding; Fife Environment Trust had originally offered £16,500 but once they studied the tender they reduced the offer to £13,388, they will not fund White Goods. This along with higher than anticipated professional fees leads to a shortfall of £4,853. Options to mitigate this; applying to FC for support from Community Planning Budget, Ribbonfield Trust and Helen Main Trust. Co-op fund may produce up to £7,000 by November. Scottish Land Funding left a surplus of £9,637, due to lower insurance cost and roof repairs we do not need to undertake now. Fife Environment Trust has not closed out the offer process yet. We are engaged with the contractor, a pre-contract meeting has been held so we need to commit soonest. Planning permission is still outstanding. Expect offer letter from FET in the 5th.

Trustees asked if supportive to proceed. All in favour, once FET award is complete.

7) Further asset transfers

- a. Kilminning South (DG) - should complete week beginning 17th May.
- b. Westbraes (DB) - MyParks Scotland crowdfunding would significantly impact CCP income, as they would keep all Gift Aid. DB expressed concern that this land is not a strategic benefit for the whole of Crail, it is reaction to a resident acquiring some greenspace. Question about what happens if there is a shortfall crowdfunding the £4,000. The greenspace is not a destination like some of our other acquisitions or on a standard path (apart from the narrow strip at the front).
 - Agreement to seek further assurance that the community will financially support the acquisition, with more defined evidence. **Action DJ**

8) Fundraising – Wormiston

- Proposal to plan an Open Day at Wormiston in early August. Meeting to be scheduled later in May after James' return. **Action JM/DJ**

9) Community Projects

- . Victoria Gardens (DJ) - Strong volunteer participation. Composting setup installed last week.
- . Memorial tree planting (DJ/DG) - Phillipa Mitchell is working on a visual concept. Action lies with Community Council.
- . Carbon neutral Crail – (WC) - no update.
- . Youth Worker - (DG/DJ) - Taking step back with amount of work involved in CCH, taking another employee without a structure or someone to direct/supervise is a step too far, at this time. We will definitely revisit in the future.
- . Dementia Challenge – (MT) - There is clear challenge in Crail with many elderly experiencing excessive isolation. Can CCP and the church work together to help restart activities that will pull in this part of the community. **Action HA and MT.**

10) Website/Publicity (HA) - We will be removing subscribers that have not paid their 2021 dues, but many have renewed. HA is working on Wedding Brochure that can be downloadable.

11) AOCB -

- Additional Funding - Levelling Up and Community Renewal Funds
- The Levelling Up fund - has our request for CCH Phase 2 listed
- Community Renewal - had our list of projects (eg. Charrette revisit, Harbour Plans, Roomebay) - we may need to quickly focus in on a couple of projects, before the end of May. Waiting on feedback from Sharon Douglas.
- Proposal to create a Funding Sub-committee. Reach out to Trustees and Volunteers. (Lesley Scott's name was mentioned). **Action DG**

12) Date of next meeting – Tuesday 1st June 2021 at 6pm