

CEDAR

GENERAL MEETING

Thursday 4th April 6.30pm, Crawford Village Hall

MINUTES OF MEETING



1.	Welcome & Introductions	
2.	<p>Apologies Apologies from: Jan Emsley Cheryl Johnstone Colin McKie Yvonne Walkinshaw Louise Mooney Corrine Campbell Sharon Pearson Linda Miller Ian Miller</p> <p>Present Helen Hally (Chair), Paul Emsley (Vice Chair), John Paul Gilmartin (Treasurer), Candice Cunningham (Secretary), Heather Craig (Trustee), Grace Dempster, Margaret Weston, Jane Quinn, Tom Quinn, Gail Coulter (Trustee), Bruce Fraser, Valerie Witham, Ciona Buchanan, Helen McLeod, Daniel Rowley (Trustee), Daniel Jones (Trustee), Joyce Gilmartin (Trustee), Aileen Gemmel (Trustee), Ian Turner</p>	
3.	Minutes of the meeting held on 7th March	
3a	Previous Minutes were approved as a true record. It was agreed that a few printed copies of the Minutes of the preceding meeting would be available at each meeting for those that do not have printers.	CC
3b	<p>Ordinary Members agreed that they do not want to receive all emails. Rather they would like only to receive good news/ items of interest/ items for concern and if a decision or vote was required from them. As well as dates of future meetings that CEDAR is having with other groups or society's so that they may offer to attend if able.</p> <p>All members are welcome to express an interest in attending any meeting's that Trustees are attending.</p> <p>Ordinary Members could choose to be involved as much or as little as they wished.</p> <p>It was agreed that the Minutes are a good audit trail but not necessarily a good tool for communication. It was suggested that a Communication Strategy should be developed that might involve posting regular and</p>	

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	<p>engaging updates on the website, developing a newsletter and working with the community to establish the media approaches that local people would find most useful.</p> <p>Trustees are asked to be involved and to respond to emails etc. Concern was mentioned regarding the number of email responses that would go to the Chair. However, the Chair confirmed she is happy to receive as much as input as possible and welcomed input from everyone.</p> <p>It was brought to the attention of the Elected Charity Trustees that a Charity Trustee had overheard something mentioned at a local gathering that referred to CEDAR and a decision that had apparently been agreed upon. This was confirmed as not true. It was agreed that the drift can change when outwith a meeting/gathering. Things overheard may not be the truth of what was initially discussed. Chair asked that if anyone is unhappy about anything, anything at all, they can use the website as that has a direct email link to the CEDAR Secretary or they can email directly to any of the elected Trustees.</p> <p>Website will be used for definitive info.</p> <ul style="list-style-type: none"> - Concerns - Decisions - Communication to be open and free 	
4.	<p>Update from the Chair</p> <p>Chair reported back on two meetings that had been held since 7th March :</p> <ol style="list-style-type: none"> 1. 12th March. Community Asset Transfer meeting with Iain Mulholland, SLC Community Asset Transfer Officer, with Chair, Vice Chair, Treasurer and Lyndsey Devaney Community Action Officer. This was a useful and encouraging meeting although firm information was not yet available from SLC. An application from CEDAR for a Community Asset Transfer (CAT) would be welcomed. Consideration should be given to securing funding to cover running costs in the short term, {approx. £22K per annum} and developing a feasibility study for longer term viability. Potential sources of funding included the Renewable Energy Fund (REF) . 2. 13th March. Meeting with Voluntary Action South Lanarkshire (VASLan) with advice on becoming a Scottish Charitable Incorporated Organisation (SCIO). Present Ann Sangster VASLan, Chair. Vice Chair, Treasurer, Lyndsey Devaney. A very helpful meeting that clarified aspects of the proposed CEDAR constitution and provided good guidance on what would be required by the Office of the Scottish Charity Regulator (OSCR) in our application. <p>Chair also fed back on the applications that have been submitted:</p> <ol style="list-style-type: none"> 1. VASLan – response anticipated within 2-3 months. 	HH

	<p>2. DTAS (Development Trusts Association Scotland) A meeting is scheduled to discuss our membership on 11th April.</p> <p>3. OSCR re SCIO – application submitted. Response anticipated within 3-4 months.</p> <p>4. CAT Light – application has been completed and the meeting was asked to confirm approval for submission. This was given. This is a approximately a four month process. Panel next meet in June.</p> <p>Regarding CAT Light, the question was asked, if we get the lease for a year, will the duties of SLLC fall to us. What resources do we need?</p> <p>It was agreed to setup a Hall Management Group. Suggested tasks for the group are:</p> <ul style="list-style-type: none"> ● Identifying the functions necessary for running the hall; booking, key holding, housekeeping & maintenance etc. ● Detail the activities/requirements to sustain each function ● Explore the potential for recruiting volunteers to undertake these activities ● Exploring the vetting, training, supervision and support needs of volunteers ● Identify potential costs associated with taking on these responsibilities <p>Possible opportunity to break this into smaller working groups.</p> <p>A volunteer form to show interest in the Hall Management Group was tabled.</p> <p>A member asked if this is all leading to a community buy out. Chair replied if we have a stay of execution for a year then a feasibility study would be completed and will show if a buy out is a viable option. Only then would we look at ownership.</p>	
5.	Treasurers Report	JPG
5a	<p>Funding applications and outcomes.</p> <p>£500 micro grant applied for and received. Looking into grant applications to the National Lottery & Wee Big Grant Co. Need to say and provide evidence of how often the hall is used & show how this benefits the community.</p>	
5b	<p>Bank Account</p> <p>Bank of Scotland application completed and waiting on final verifications. Should be complete tomorrow.</p>	
5c	<p>Ownership of Hall and Surgery</p> <p>Scottish Government own the surgery & South Lanarkshire Council own the hall. County of Lanark were gifted the hall in a government roll out. No money changed hands.</p>	

	<p>Russel Borland spoke to Crawfordjohn Community. He has been told they received 400K over 5 years from the windfarms. He said he is responsible for the maintenance of the plant room equipment. They have an air source heat pump and solar panels. He said that using the Tesla battery they now sell electricity back to the grid and make an income of approx. £1,800 whereas had been down 4K p/a.</p> <p>These topics to be included in the feasibility study and consider a breakout group from the Hall Management Group to cover this. Again if we get the year's stay of execution then and only then would we be in a position to look at this equipment in deeper details.</p>	
6.	Networking	
6a	<p>Seminars and network events</p> <p>It was suggested we make contact with the Third Sector Volunteer Group at Lesmahagow. They received funding for The Fountain (large village community hall/hub). They also own two turbines. They meet every quarter. Need to enquire where they get their funds from? What do they use The Fountain for?</p>	
6b	<p>Webinars</p> <p>SL or SLLC will keep running yet to be known.</p> <p>Set pricing.</p> <p>House rules re max attendance</p> <p>Alcohol provision – what type of licence is needed.</p> <p>Paul to write notes from webinar as a lot of information re when/if to take lease. When the building is handed over it should be in wind & weather tight condition.</p>	
6c	<p>Clydesdale Community Planning Partnership</p> <p>See paper from Lyndsey. There are approx. two meetings a month on Zoom/Teams. Good networking to get to know people aiming similar things as CEDAR. Aileen Gemmel volunteered to be the representative for CEDAR but felt that she would need some assistance to deal with the technical side of networking. The Treasurer offered to assist.</p>	
6d	<p>Future Events – Village Hall Conference 1st May. Lyndsey Devaney will be attending on behalf of Crawford Elvanfoot and Daer. She has applied for a bursary to cover travel and accommodation costs (£150). She hopes this application will be successful, but if not she asked if CEDAR would be prepared to cost share with the Community Council. This was approved.</p>	
7.	Membership	
7a	<p>Helen Hally had circulated in advance a discussion paper on membership terminology and the application process. The paper was agreed in full.</p>	HH

7b	Secretary to share current membership list.	CC
8.	Correspondence Gail Coulter has emailed a request for support for extending the appointment of a Community Action Officer / Development Worker. The current appointment will expire in November 2024. The Community Council is seeking Wind Farm Funding to renew the appointment until November 2025. To support this application, it would be helpful if CEDAR could supply a letter to the CC stating the benefits the group has already received from Lyndsey and anticipate receiving in the next 18 months. It was unanimously agreed that such a letter should be written.	CC
9.	Hall Maintenance SLLC have been notified of the leak at the stage end of the hall. They have replied that "We have reported all repairs/maintenance requirements to our counterparts in SLC Housing & Technical Resources and are following up regularly."	JPG
10.	Community Action Plan It was noted that the Community Feedback event held on 24th March had been successful and useful. For future events, more thought is needed about how to engage better with whole community. A document will be produced by the CAP group summarising the results of the feedback.	LD
11.	Any Other Business The Community Website is now live and includes a section for CEDAR to use at it wishes. Publicity about the website will appear in the very near future. A suggestion was made that we seek every opportunity to apply for as much grant money as we can, particularly from Wind Farm Funding. The sooner the better since many other community groups will be looking to do the same with regard to village halls. A question was asked about anticipated legal fees that may be associated with CAT or CAT Lite. It is expected that no legal fees should be incurred in any initial leasing of the hall, but this may change in the event of any future community buy-out of the hall. The Feasibility Study should provide more detail about this.	All
12.	Date and time of Next Meeting Next meeting will be May 13 th at 7pm in the Village Hall.	
13.	Meeting closed at 8.20	

ATTACHMENT 1

CEDAR MEMBERSHIP LIST AS AT 25/04/2024			
First Name	Surname	Membership Type	Elected Role
Marjorie	Bell	Ordinary Member	
Russell	Borland	Ordinary Member	
Ciona	Buchanan	Ordinary Member	
Corrine	Campbell	Ordinary Member	
Linda	Christie	Ordinary Member	
Elizabeth	Christie	Ordinary Member	
Kathryn	Cochrane	Ordinary Member	
Jim	Cochrane	Ordinary Member	
Gail	Coulter	Trustee	
Heather	Craig	Trustee	
Candice	Cunningham	Trustee	Secretary
Grace	Dempster	Ordinary Member	
Marian	Elden	Ordinary Member	
Paul	Emsley	Trustee	Vice Chair
Jan	Emsley	Ordinary Member	
Bruce	Fraser	Ordinary Member	
Aileen	Gemmel	Trustee	
John Paul	Gilmartin	Trustee	Treasurer
Joyce	Gilmartin	Trustee	
Andrew	Grant	Ordinary Member	
Fiona	Greenhorn	Trustee	
Helen	Hally	Trustee	Chair
Anne	Hume	Ordinary Member	
Cheryl	Johnstone	Ordinary Member	
Daniel	Jones	Trustee	
Allison	Keteb	Ordinary Member	
Helen	McLeod	Ordinary Member	
Christine	Miller	Ordinary Member	
Linda	Miller	Ordinary Member	
Louise	Mooney	Ordinary Member	
Sharon	Pearson	Ordinary Member	
Thomas	Quinn	Ordinary Member	
Jane	Quinn	Ordinary Member	
Morag	Ritchie	Ordinary Member	
Daniel	Rowley	Trustee	
Ian	Turner	Ordinary Member	
Julie	Turner	Ordinary Member	
Yvonne	Walkinshaw	Trustee	
Geraldine	Webster	Ordinary Member	
Stephen	Webster	Ordinary Member	
Margaret	Weston	Ordinary Member	
Valerie	Witham	Ordinary Member	