

CEDAR

ANNUAL GENERAL MEETING

Monday 15th September 2025 7.00pm, Crawford Village Hall

MINUTES OF MEETING



	<p>Present</p> <p><u>Trustees:</u> Daniel Jones JP Gilmartin Morag Ritchie Daniel Rowley Valerie Witham Fiona Greenhorn Fiona Cameron</p> <p><u>Apologies:</u> Helen Hally (T) Anne Hume Joyce Gilmartin (T) Jane Quinn (T)</p>
1.	<p>Welcome & Introductions</p> <p>DJ welcomed everyone to the AGM, and provided an overview of the meeting with a brief introduction to each topic that would be discussed. DJ had a presentation available to view as he discussed each agenda item.</p>
2.	<p>Mission and Goals</p> <p>DJ went through the presentation slides, which included who we are, which is a community-led Scottish Charitable Incorporated Organisation (SCIO) dedicated to rural regeneration, wellbeing, environmental stewardship, and cultural celebration across our local area. Our mission is to build a strong, inclusive, and sustainable community where people and nature thrive together.</p> <p>Our core goals include;</p> <p>Community First – Securing community assets for future generations Wellbeing for All – Promoting physical and mental health initiatives Protecting Nature – Enhancing green spaces and conserving the environment Spaces to Enjoy – Improving access to outdoor spaces and recreation Celebrating Culture – Supporting arts, heritage, and local history</p> <p>Our approach encompasses three focus areas;</p> <ol style="list-style-type: none">1. Community Assets2. Community Transport3. Community Spirit & Wellbeing

25.09.2025

	<p>CEDAR is open to all residents of Crawford, Elvanfoot and Daer and aims to provide collaborative working with neighbouring groups. It is driven by local needs and is powered by volunteers.</p> <p>DJ asked if there were any questions at this stage, none were presented.</p>
3.	<p>Progress to Date & Treasurers Annual Report</p> <p>DJ went on to discuss what has been achieved so far.</p> <p>The group have completed a Community Asset Transfer (CAT Light) process for the village hall and taken on a one-year lease on the hall with the option to extend this to a two-year lease. The Hall is now being used regularly for community-led activities.</p> <p>CEDAR have appointed Community Enterprise Scotland as our Feasibility Study partner, and work is now underway to explore the long-term use of the Hall, and development of community assets. Funding has been secured for community transport with the aim to lease electric vehicles available to hire by members of the community, supporting access to events and services.</p> <p>Activities & Wellbeing events run in 2024 included Basket Making, Tai Chi, Fabric Making, and Felt Making. In 2025, there have been regular local activities funded and supported which have included Tea on Tuesday, Easy Movers, Toddlers Group, and Book Fair. To continue supporting local projects CEDAR has taken on administration of the Micro Grants scheme, with the view of helping small-scale community ideas come to life.</p> <p>There was the successful launch of the community website, with 10,923 views showing interest locally and further afield. https://crawfordandelvanfoot.co.uk/</p> <p>The first community newsletter was launched in August with 300 copies being delivered.</p>
4.	<p>What's Next</p> <p>4a. Complete the Feasibility Study; DJ spoke through the plans to work with Community Enterprise Scotland to begin the feasibility study, explore the long-term options for the hall and wider community space use, and share the findings with the community.</p> <p>4b. New & Supported Activities; DJ spoke about the Mental Health and Wellbeing fund that had been received, and the plans to utilise this fund to launch short mat bowls for the winter season, support the carpet bowlers by helping with hall hire costs, and to continue to fund and promote community groups that were identified through the fund.</p> <p>4c. Transport and Inclusion; DJ discussed the upcoming plans to send out a community transport survey to understand local needs, then use this information to purchase a new community vehicle to improve access and inclusion.</p> <p>DJ asked if there were any questions at this point.</p>

	<p>PE asked if there were plans as part of the CTI to approach the bus company about the X74. DR advised that he had tried on several occasions to do this but was told to drop it as Stagecoach were not going to pursue this further. The feedback given was this was because the Dumfries and Galloway passengers were not wanting the diversion and additional time on their journey. JPG added that the aim of the transport initiative was to include the use of vehicle hire to run people to join the X74 service in Abington. DJ advised that he will be providing a detailed survey form for feedback from the community on suitable vehicles and their uses, and he was also looking into other groups with a CTI in place for share/swap agreements.</p> <p>VW advised that patients can apply for transport for hospital appointments, but this service is not available for GP appointments so felt it would help with greater access to doctor surgeries.</p> <p>RB spoke about the previous CEDAR group that did not remain as a group for long, and stated that they were aware of the proposals to turn the motorway station into a transport hub with the view of running a community transport bus, but the only way to get this cheap was if it was not commercial. DJ explained that because of the grant received the vehicle would need to be an electric vehicle and remain in the allocated budget.</p> <p>JC asked if the newsletters had been delivered to Elvanfoot yet as he had not received this, but also offered to help with the delivery of these. FC said that there is a plan for Elvanfoot and Daer to receive their copies this week, but would collaborate with JC after the meeting to see where he could help with this. There is now a storage box attached to the Crawford notice board with newsletters available in it, and there are plans to do this in Elvanfoot as well.</p> <p>DR raised that the Hall booking form is available online on the website, and reminded all present that the Hall is available for private hire at £15 an hour.</p>
4d.	<p>Treasurer's Report</p> <p>JPG went on to go over the Treasurer's Reports, which had been broken down into sections. The first page he presented covered the income and expenditure of CEDAR from its inception on 01.05.2024 to 01.09.2025, then explained the overlapping period where the OSCR reporting period began, which is from 15.06.2024 to 15.06.2025. This will be submitted to OSCR and is due by March 2026. JPG explained that although the CTI grant had been successful, the money is yet to come in so is not available to be included in the reports at this time.</p> <p>JPG spoke through the 'income by category' slide and reminded all that we welcome microgrant applications as there is money available to apply for, which will be available until May 2026. He also discussed monitoring moneys received for hall bookings to ascertain sustainability. The total income for the end of the period is £41,787.86</p> <p>JPG discussed the 'spend by category' slide which included the health and wellbeing initiatives and the microgrant expenditure. The expenditure for the end of the period is £8,275.09</p> <p>DJ discussed the next slide, '2024 health and wellbeing initiatives. He explained that there had been an overspend on the alteration's workshops of £8.56, but an underspend on the other initiatives. DJ asked if the members were happy to vote for the overspend in 2024 to be covered by the underspend pot, and all present voted in agreement of this. The remainder of the underspend (£140.01) would be transferred into the 2025 health and wellbeing budget.</p> <p>DJ moved onto the '2025 health and wellbeing initiatives' slide. DJ advised that the initial money received from VASLAN for the bowlers was not enough to cover the short-mats, so he would contact VASLAN to request the use of the underspend to top this up. The initial grant received was for £2,520, and the short-mat bowls would cost £3,791.60</p> <p>JPG also advised that there is money available for the reimbursement of mileage if there is travel involved to meet with other groups, such as what JPG and HH had previously done in relation to the feasibility study.</p>

25.09.2025

	<p>JPG then went over the 'closing balances by Month' and 'finances by Month' slides, before briefly summarising with the full financial statements and YTD financial statements for 2024 and 2025.</p> <p>All slides are available on the website for more detailed information.</p>
5.	<p>Election of 2026 Office Bearers</p> <p>In keeping with the OSCR guidance, DJ explained that there needs to be a resignation of a third of the Trustees at the AGM. However, there have been 17 Trustees since inception, and 6 of these Trustees have resigned. This has then meant that the group has met this requirement.</p> <p>The Office Bearers all stepped down at the meeting, in accordance with OSCR guidance, and an email had been sent out by MR prior to the meeting asking for volunteers for the roles of Chair, Vice-Chair, Treasurer, and Secretary. No applications had been received and DJ asked at the meeting if there was anyone who wished to be considered for any of the roles. There were no volunteers, so for Chair DJ asked for votes to be re-elected. There were 11 votes in favour of this. JPG did the same for Treasurer, with 11 votes in favour, and MR for Secretary, with 11 votes in favour. DJ advised that there is still an opportunity for the position of Vice Chair and additional Trustees, and if anyone wished to express interest they could do so to DJ or MR.</p> <p>Ordinary Members were discussed and the option of joining this for non-members. Three additional individuals signed up to be Ordinary Members. RB expressed an interest in this but said that he was unsure if this would be acceptable due to potential conflict of interest if CEDAR were overseeing any of the Community Council roles and responsibilities. DJ confirmed that this was not the intention of CEDAR as this was not why the group was created, but said that he would check the constitution in regards to this and any conflict of interest and let RB know.</p>
6.	<p>Any Other Business</p> <p>RB asked about the finances, and in particular out of the grant money what was not ringfenced. DJ explained that very little was not ringfenced as it had all been applied for with specific aims and views for the expenditure. The main purpose of the VASLAN money, aside from what was ringfenced, was for the costs of hiring the hall, which then incorporated the running costs. The finances received from the CC had been allocated for the insurance and the hiring of the waste bins for year one of the CAT light scheme.</p> <p>SR suggested the potential of running sponsorship on the website due to the volume of hits it had received as another possible source of income.</p> <p>BMacK asked what happens at the end of the CAT light year two. DJ stated that at that point we would either look to go into CAT full and take ownership of the hall, or we would withdraw and the hall would be closed.</p> <p>A car pool was suggested, and DJ and JPG spoke about how this was part of the CTI which would be based on volunteers and a rota system. JPG said that he had initially tried getting the communication out about a car pool on social media but it didn't launch successfully. There were discussions about it being more effective to include a leaflet drop for members of the community</p>

	<p>not on social media, and also the idea of a bus rather than a car as it is more formal and open for people to use if there are groups, or issues with getting into lower cars dependent on mobility. Insurances and permits were discussed including the different insurances for social and commuting, as well as the MIDAS for larger vehicles and PVG for children. DJ agreed and said that the initial steps needed to include understanding the needs of the community, designing the service, then obtaining the appropriate permits to allow for helping with both adult and children transport services.</p> <p>FG advised that there had been a £5000 grant received per school so they are covered for transport until August 2026.</p> <p>DJ spoke about the hopes of pooling resources with local communities and this would allow further income for us to keep the CTI operational.</p> <p>BF spoke about the Red Cross patient transport service for GP's and suggested contact with Fiona Hamilton in Broughton regarding this.</p> <p>DJ showed all in attendance the current layout of the website including the different sections news, events, local groups, CEDAR, history, and Hall booking. He then played a video which showed the vision for Crawford based on the Community Action Plan, which included a café, regular parent and toddler group, the repurposed hall, driving lessons, an adventure park, and a community garden available.</p>
9.	<p>Confirmation of Date and Time of Next Meeting</p> <p>The next meeting was confirmed for Tuesday 14.10.2025 at 7.15pm in the Crawford Village Hall.</p> <p>Since the meeting, the date has been changed and is now Monday 13.10.2025 at 7pm.</p> <p>The meeting ended at 8.00pm.</p>

<u>Action Points</u>	
<ul style="list-style-type: none"> A detailed survey for community transport to be created and shared with the community. Contact to be made and discussions held with existing CTI schemes to work on a potential share/swap scheme. Delivery of the newsletter to Elvanfoot and Daer residents. A storage box to be purchased and fitted in Elvanfoot for newsletter dissemination. Contact VASLAN regarding approval for the purchase of short-mat bowls due to higher cost than initially proposed. Check the constitution for potential conflict of interest for RB to join as an OM. Contact Fiona Hamilton in Broughton regarding Red Cross patient transport for further information on what is offered. 	<p>DJ / JPG</p> <p>DJ</p> <p>FC / MR / JC DJ / DR</p> <p>DJ</p> <p>DJ DJ / JPG</p>