

CEDAR

GENERAL MEETING

Monday 13th October 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 Cameron Helen Hally Jane Quinn</p> <p><u>Members:</u></p> <p><u>Apologies:</u> Fiona Greenhorn (T) Anne Hume Steve Ritchie Joyce Gilmartin (T)</p>
1.	<p>Welcome & Apologies</p> <p>DJ welcomed everyone to the meeting and gave an introduction to the agenda items. Time to Breathe SCIO had been invited to the meeting but had not arrived at this point, so DJ began by discussing the newsletter.</p>
2.	<p>Newsletter Distribution</p> <p>DJ discussed the plans moving forward for the newsletter. JG has been in contact with group leaders asking for a brief synopsis of the groups to be included in this.</p> <p>The last newsletter was printed in A4 and 300 copies were created. It was agreed that there was not the need for this many, and moving forward 250 copies would be created. There is a collection point now on the notice board at Crawford Village Hall, and it was agreed that there needed to be a collection point arranged in Elvanfoot. It was also discussed that the Abington shop could be approached to hold some for individuals to collect there. JG will include the option on the newsletter for individuals to sign up for digital copies.</p> <p>Silviya arrived at this point so it was agreed to continue the discussion after she had spoken about the Time to Breathe SCIO.</p>
3.	<p>Time to Breathe SCIO</p> <p>Silviya Savova introduced herself as the founder of Time to Breathe SCIO, and explained that she had been involved in putting some of the flyers through doors within Crawford advertising this. She said that she has one year of experience in healthcare as well as personal experience due to having a son who is autistic. She is also the founder of the Soul of the Junction SCIO in Carstairs Junction so has had experience of setting up a SCIO previously. Due to this she has also built a good relationship with VASLAN and is in the process of getting her OSCR registration up and running.</p>

24.10.2025

Silviya explained that she is being donated the plot at 77 Carlisle Road and her goal is to build a respite and retreat for carers of children with additional support needs. The aim is for this space to be made available to families or to parents through NHS referrals. She is also being donated the planning permission for the original house design which included a four-bedroom home with a double garage, and is proposing to amend the original plan on the ground floor from a two-garage space into an area that can be used for the community, but is waiting to see what the architects say. Her hopes are that this space can be used for running activities and is open to invite anyone with local ventures to run activities here.

Silviya explained the respite model she is proposing will be designed to allow for two or three flats, so at most there will be three families using the space. Silviya was asked about staffing this, and she explained that there will also be supervisory staff as required which will mean that there will be a staff flat or management suite, but as the original plan included four bathrooms Silviya believes this will all still fit within the house model.

Silviya was asked about funding proposals for this venture. Silviya said that as well as the donation of the land, planning permission and building warrant, she has also spoken with Colin McMillan at the Windfarm in regards to accessing some of the local funding available. She added that after building VASLAN had suggested incorporating it as a SCIO three-tier organisation which would allow her to register the building as a limited company or a community interest property, and she could then rent rooms out to pay back into the respite SCIO. She also spoke about possibly including a wooden hut or vending machine with local produce to sell such as fruit and vegetables, and basic supplies such as pasta. These would be available for the people renting the respite as well as the local community to purchase.

Silviya was asked if she was exploring other options or areas to build the respite, and she said that she was not. Silviya knows the owners of the land who live abroad so is able to be gifted the land through them. She added that with the planning permission also being gifted, it has four or five years still remaining on this to allow her to go ahead with building.

Silviya was asked if she had a committee in place for the venture, and she said that she is in the process of registering with OSCR and already has three or four Trustees from South Lanarkshire. She was asked what she would be looking for from CEDAR and said that she wasn't looking for anything from the group other than sharing with the community what she hoped to achieve.

Silviya was asked about the flyers that were distributed, and why not every household received one. Silviya explained that she distributed every flyer she had and had emailed the address on the Community Action Plan, but had not had a response. It was explained that this email was no longer valid but through the flyers CEDAR had been able to make contact with her. MR asked about why if there were limited flyers the properties closest to 77 Carlisle Road were not prioritised. Silviya apologised and said there had been two of them distributing leaflets that day, and she had started at the bottom end of the village. She acknowledged that she would need to get more flyers and come back to distribute to the rest of the homes.

DJ agreed that following the action plan, the aims were to increase visitors to the area and there were ambitions within the village to run a shop or café, so he could see synergies with what Silviya was trying to accomplish. Silviya agreed and said that she would like us all to be on the same page, which DJ also agreed with and stated that the long-term plans were being looked at for the Hall. Silviya said that the pot of money from Colin could be combined with her ideas and the needs of the village to make some of these goals come together.

For next steps, Silviya explained that she sent the application to OSCR a month ago, and is in the process of setting up a bank account. She is still looking for funding options but once the land has been donated this asset will be in place which should make obtaining funding easier.

HH asked what facilities would be required for users of the respite. Silviya said that there are not much resources available locally for individuals with additional support needs, with the closest

	<p>similar facility being available in the Highlands. It was agreed by the group that there isn't much available, and Silviya said that she had done research on other ventures and facilities. She added that she has an Air B&B business and hospitality experience. She had found that people are looking for areas they can go to access walking, hiking, cycling and to take photos which would all be available in the local area. Within the respite she hopes to include a space for massage, yoga, breathing techniques, or art related workshops.</p> <p>Opposition potentials were discussed, and Silviya said that she expects there will be some opposition but she is prepared for it. There was a discussion around parking as Silviya said with removing the garages there was plenty of space on the street to park, and the height or placement of the building was discussed due to previous oppositions raised by local individuals to the previous planning permission.</p> <p>Silviya agreed that she would share any updates with DR who can then share this online. Silviya plans to speak to her solicitor in regards to planning including the donation of the land, planning permission and building warrant. She aims to then look at licensing changes due to the change of needs for the building.</p> <p>DJ agreed to keep in touch with Silviya and further developments can be shared with the group at future meetings.</p> <p>Silviya left the meeting at this point, and was thanked for taking the time to come and speak to the group.</p>
2.	<p>Newsletter Distribution Continued</p> <p>It was agreed that there should be a box made available for Camps residents to also collect a newsletter from. JG is looking at software solution for creating the newsletter, and quotes still need to be gathered for the printing of the newsletter.</p> <p>There are still individuals who may not be able to access online copies or collect from one of the boxes, so JG will include on the newsletter a contact for asking for one to be delivered as well as if this is to be sent electronically.</p>
4.	<p>Hall Storage</p> <p>There have been safety issues with the storage of the chairs and tables in the back cupboard. Previously a storage shed had been discussed for outdoors to make this a little easier. DR had checked the measurements and that the location of a shed would not be in violation of the fire brigade requirements of one metre space from the building, and it was agreed that this could be purchased from the Hall Management fund. The cost will be approximately £900. This was put to vote, and all present agreed with the purchase.</p>
5.	<p>Christmas Book Fair</p> <p>There had been previous discussions within the Whatsapp Trustees group about setting a December book fair, and it was agreed to set this on the 13th December. MR confirmed she has submitted a Hall booking for this.</p> <p>DJ had wondered about setting this as a Christmas Book Fair and including the attendance of Santa and giving out gifts to children, but the Parents group have arranged for this to happen on the 6th December and a grant has been received for this from the windfarm. MR and JPG had previously had discussions, and Santa will be at the Book Fair to receive any letters to Santa and read stories</p>

	<p>to the children, and this will be advertised along with the usual Book Fair poster on social media, as well as outside the Hall.</p> <p>There was a query about finding out if the Book Fair could collect donations for the kids' bank, or if this would be too late for the deadline to drop off items to them. This will be looked into.</p>
6.	<p>Previous Actions</p> <p>DJ went through the previous actions from the meeting held on 15.09.2025.</p> <ul style="list-style-type: none"> • JPG has created a survey for the CTI and DJ has amended this. JPG is working on an electronic copy, and a copy will also go out with the newsletter. The funding has been received, and VW and JPG are looking at vehicles following the survey. • DJ is putting the action point of reaching out to other CTIs on hold until after the survey has been shared. There were suggestions of approaching South Lanarkshire Community Transport Network to see about linking into this, as well as contacting the Lockerbie and Romano Bridge CTIs. It was agreed it is of more benefit to try and work with other CTIs locally to share resources rather than buying the same thing that is available. • The newsletter was successfully delivered to Elvanfoot and Daer residents. The storage box for Elvanfoot has been carried to this meetings actions. • DJ contacted VASLAN about the short-mat bowls. He was late in submitting the form required to them so did not want to chase them about an outcome of this just yet. However, with the funds currently available one could be purchased with the aims of starting the bowls group at the start of November. • DJ has checked the constitution and will let Ralph Barker know that he can join as an Ordinary Member, as there is no conflict of interest for this. • JPG has still to speak to the contact for Red Cross in regards to GP patient transport.
7.	<p>Group Alignments</p> <p>DJ advised that the next full meeting will be in January 2026. These full general meetings will be held once a quarter. It was clarified that for the purposes of the Constitution, the full meetings are Board Meetings with the Trustees being the voting members of the Board. However, all meetings held are open to Ordinary Members to attend and participate in.</p> <p>HH asked for an explanation of the focus groups, and DJ said that the aim of these was to allow more focus on the big tasks that the group have undertaken. He felt that there was the hope of more engagement from all members if they were able to come along to a group that they were interested in and wanted to contribute to rather than sitting through the full meeting if they only had interest in one specific area. DJ explained that he felt the working groups would be of benefit, but agreed that all Trustees need to vote on any decisions within the focus groups so this would be done through email to keep a proper track on decisions before Board Meetings were held. This would allow voting to be traceable and stored for demonstrating decision making as part of our transparency and due diligence. DJ also added that he was hoping that this would get some steam under some of the big funding groups and progress could be made with these.</p> <p>The groups each have clear objectives which were highlighted at the AGM and discussed at the meeting prior to this. These are;</p> <ul style="list-style-type: none"> • Hall – feasibility study and management. Looking at the long-term future of the Hall. Health and Safety. • CTI – Vehicle survey and analysis of this. Purchase or lease of vehicle(s). Maintenance and upkeep.

	<ul style="list-style-type: none"> Events and Engagement – VASLAN spending. Community spirit. CEDAR events. History in the local area. Community newsletter. Celebration of local talents. <p>DJ explained that the groups will run with autonomy but will still follow the guide of the group focus.</p> <p>Health and Safety was discussed, and DR showed the group the Health and Safety booklet he had set up. This currently covers the CEDAR health and safety but does not include risk assessments. Community Enterprise Scotland will still be taking a role in overseeing the Health and Safety Management.</p>
8.	<p>Any Other Business</p> <p>Licensing</p> <p>It was clarified that the entertainment licence purchased by CEDAR can be used by CEPE and the yoga group. The CEDAR entertainment licence covers all events, and is charged based on a 2% income. From the information gathered so far, five months of Hall hire is the only Hall income. The income from hire will include the door intake, meals and drinks from any events.</p> <p>The projected Hall income for the year is £6000, which is estimated at just under £5000 for Hall hire and just over £1000 for other items. The Hall Hire income fund will be used to pay for the licence.</p> <p>Solar Panels</p> <p>JP fed back that the Mens Shed have recently had 51 solar panels and a 50 KW battery installed at a total cost of just over £30,000 which is more competitive than Business Energy Scotland. The battery life is ten years, and the solar panels are twenty years. At the moment we do not know the current electricity costs as SLC are still paying this, and until the water loss investigation is completed and rectified the Hall will not have all the amenities transferred across. JPG has asked SLC for figures but has not received a response. Pros and cons of installing solar panels were discussed, including if we do not keep the Hall then this may be a wasted venture, but also grant money is being used to fund this so we will not be operating at a loss.</p> <p>When the information is available this will be put to the Trustees to vote on. It was agreed that this will be done through email so that this can be documented accurately outside of a meeting for due diligence.</p> <p>Wi-Fi</p> <p>BT have now delivered two hubs but still not progressed the setting up of Wi-Fi for the Hall. This was initially ordered on 30th July and the appointment to fit it has been cancelled four times with no reason provided. JPG has had various correspondence with BT regarding this including going to the Complaints Team, but an official complaint has not been lodged yet. BT have been billing for the service since July, and JPG has been back to them about this. It was suggested that JPG contact Steven Chambers from Openreach to see if he can help progress this, or the order may need cancelled with us going to another provider.</p> <p>Gritting</p> <p>There is a spare black bin and shovel that is available for use when gritting around the hall. It was discussed about using the council bin across the road to fill with grit before the bad weather arrives.</p>

	<p>Suspension Bridge at Elvanfoot</p> <p>MR and FC had a conversation with a local resident when delivering newsletters about the upkeep and maintenance of the suspension bridge. He had talked about attending a meeting to discuss this but as of yet has been unavailable. Discussion around the history of the restoration of this bridge, and it was agreed that it was a listed structure, so the Council would be best to approach about this. Historic Environment Scotland had also had input and offered a grant towards the restoration of the bridge, but further funding would need to be sourced. It was agreed if the resident wishes to pursue this that CEDAR will support him with this, but due to the other commitments the group has this cannot be taken on as a project of CEDAR.</p> <p>The Church was then discussed as it is privately owned and the owner is in a care home. Again, when delivering newsletters FC had a conversation with a resident who was concerned that the Church is not safe and one of the children could injure themselves going in. There was discussion around boarding the Church up and how else it could be made safe, but as it is privately owned this would fall onto the owner's responsibility.</p> <p>Lindsay Castle was then discussed on the back of this about the possibility of replenishing it. Again this could be discussed with Historic Environment Scotland but the castle is owned by the Council and is not a project CEDAR could take on, however could support anyone wishing to pursue this.</p>
9.	<p>Confirmation of Date and Time of Next Meeting</p> <p>The next Board Meeting was confirmed for Tuesday 20.01.2026 at 7.15pm in the Crawford Village Hall. Further information on focus group meetings will be shared when the dates have been agreed.</p> <p>The meeting ended at 9.30pm.</p>

<u>Action Points</u>	
<ul style="list-style-type: none"> Additional collection point holder to be order and fitted in Elvanfoot and Camps for newsletters. Abington shop to be approached about holding newsletters for distribution. Software solution to be checked for using with newsletter. Costings for printing newsletters to be gathered. Further updates received from Time to Breathe SCIO to be shared with the group and social media. Purchase and build storage shed at the back of the Hall. Advertising for December book fair to include information on Santa being there. Find out if the kids' bank can receive donated items from the Book Fair and set up a drop off point if they can. CTI survey to be distributed digitally and a paper copy to go out with the newsletter. One short-mat bowls to be purchased and a group started at the beginning of November. 	<p>JPG / DJ / MR</p> <p>JG DJ DJ / DR</p> <p>JPG / DR MR MR / FC</p> <p>JPG / JG</p> <p>DJ DJ</p>

24.10.2025

<ul style="list-style-type: none"> • Contact Ralph Barker to advise he can join CEDAR as an Ordinary Member. • Contact Fiona Hamilton in Broughton regarding Red Cross patient transport for further information on what is offered. • Contact Steven Chambers from Openreach for help with the Wi-Fi issues. • Meeting to be arranged with Office Bearers to set up dates for focus groups. 	JPG JPG DJ / JPG / MR
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