

# CEDAR

## GENERAL MEETING

Monday 20<sup>th</sup> April 2026 7.00pm, Crawford Village Hall

### MINUTES OF MEETING



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|                                                                                                                       | <p><u>Present</u></p> <table><tr><td><u>Trustees:</u><br/>Daniel Jones<br/>Morag Ritchie<br/>Jane Quinn<br/>Valerie Witham<br/>Fiona Greenhorn<br/>Daniel Rowley</td><td><u>Members:</u><br/>Bruce Fraser<br/>Jeremy Cooper<br/>Margaret Weston</td><td><u>Apologies:</u><br/>Fiona Cameron<br/>Steve Ritchie</td></tr></table>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <u>Trustees:</u><br>Daniel Jones<br>Morag Ritchie<br>Jane Quinn<br>Valerie Witham<br>Fiona Greenhorn<br>Daniel Rowley | <u>Members:</u><br>Bruce Fraser<br>Jeremy Cooper<br>Margaret Weston | <u>Apologies:</u><br>Fiona Cameron<br>Steve Ritchie |
| <u>Trustees:</u><br>Daniel Jones<br>Morag Ritchie<br>Jane Quinn<br>Valerie Witham<br>Fiona Greenhorn<br>Daniel Rowley | <u>Members:</u><br>Bruce Fraser<br>Jeremy Cooper<br>Margaret Weston                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <u>Apologies:</u><br>Fiona Cameron<br>Steve Ritchie                                                                   |                                                                     |                                                     |
| 1.                                                                                                                    | <p><b>Welcome &amp; Apologies</b></p> <p>DJ welcomed everyone to the meeting and ran through the agenda.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                       |                                                                     |                                                     |
| 2.                                                                                                                    | <p><b>Approve Previous Minutes</b></p> <p>Meeting minutes from 20.01.2026 approved with no amendments noted.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                       |                                                                     |                                                     |
| 3.                                                                                                                    | <p><b>Muirhall Energy Fund</b></p> <p>DJ discussed the initial proposal to work along with Duneaton CC to get energy reductions for all residents, however there would be a substantial difference in the amounts available and it is in the best interests of the residents that this be an individual claim by CEDAR as it would allow more money for each household.</p> <p>All members agreed that the difference was substantial and they all agreed that CEDAR should look into doing this individually. Concerns were raised about the fact that if people work at home would they be able to claim twice and from assessing this MR doesn't believe so but this is to be confirmed.</p> <p>BF asked if this would eventually affect the house prices, and also how it'd affect those in the caravan park as it is believed they buy their electric from the owner.</p> <p>JC asked how the scheme works as it seems it would be paid directly to energy providers, so MR explained that depending on the company used to manage the LEDS it may be paid directly to households. There was a third company that had been looked into but they provided vouchers which disadvantaged individuals with pre-paid meters due to the time limit to upload these. JC asked if direct payments to households matched with SCIO guidelines, and there were concerns that it may not be allowed.</p> <p>FG raised the issue that those receiving benefits to get the money directly may mean they are wary to apply if it meant they would lose benefits and these are potentially the ones who need it most.</p> <p>It was agreed that a lot more information is required to decide which would be the best way for all residents. VW also said she would ask at the next CAB if they know how those individuals would be affected. To be discussed at later meetings.</p> |                                                                                                                       |                                                                     |                                                     |

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| 4.  | <b>Hall Management</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 4a. | <p><b>General Update</b></p> <p>Bookings are going well, last year we had £4,500. This year on the books currently there are a further £7,200 to the end of the year. We have had private parties, workshops and the consultation bookings, which have all been great for us.</p> <p>Electricity prices based on what we were provided from SLC were very different to what we have been able to ascertain since we have been running, and looking at this we can see that we could reduce that by 94%. It was discussed that the group were not sure what SLC were doing to pay the prices they were, but this figure is based on actual meter readings so we are very sure of our numbers. DR advised that once we get a bill, he will be more comfortable in taking this forward. We have done small issues like LED bulbs and making sure the heating is being put down but not sure why SLC were paying so much previously.</p> <p>JC suggested that having the heating on a timer would be a good idea.</p> <p>BF advised Octopus will pay an additional 15p per kw if you go solar. DJ also aware that once an electricity charger is installed, they can provide this at a good rate. BF advised that despite us not being VAT registered we should be able to apply for a 5% VAT charity status as they have done this with the Men's Shed. DJ will look into this.</p> <p>Water bills are currently due but as we are a charity we shouldn't have to pay this once we take it over. DJ advised that as we are a charity who earn less than £200,000 per year this entitles us to 100% water charge exemption.</p> <p>Other updates included;</p> <ul style="list-style-type: none"> <li>• We are now recycling.</li> <li>• Liability insurance - we do now have hirers liability with exclusions like bouncy castles and contact sports.</li> <li>• Entertainment License - paid the bill for this year.</li> <li>• Faults have been reported to SLC for mould in the disabled bathroom, the front door issues, and other snagging issues.</li> <li>• Fire extinguishers all checked and serviced.</li> <li>• Legionella inspection completed.</li> </ul> <p>JQ asked for a sign on the door to show that there is a disabled toilet as not all users were aware of it. This was agreed.</p> <p>LED lights are all updated bar the main hall due to height. BF advised that scaffolding is available to allow these to also be replaced. DJ will let DR know and this can be arranged at a later date.</p> <p>DJ discussed that after the rejig on storage within the hall, a pause has been put on the purchase of a shed. This will be reassessed at a later time.</p> |
| 4b. | <p><b>Feasibility Study</b></p> <p>We had a great response from the engagement and across the board its strong support for all 3 proposals.</p> <p>DJ has emailed Colin McMillan and is still awaiting reply so will chase. This needs to get going as we have had Community Enterprise on hold for a year and we need to get going.</p> <p>We are hoping to include the clinic within this and the NHS are keen to sell to us and happy to hold off on this to allow it to be included in the feasibility study. They would get a valuation done and we would do the same and hopefully we can meet in the middle for a purchase price. We can then</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

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|     | <p>go for additional funding once we know the cost. DJ spoke about registering with Development Trusts Association Scotland (DTAS) as this has been discussed in both meetings with NHS about the clinic and something they would look on favourably if we were engaging with them.</p> <p>DJ is going to speak to Lynda once Colin has answered him, and see if she will attend local groups i.e. Tea on Tuesday and Crawford Primary to start to get an idea on what exactly the residents of the village need and want. This is to enable us to get a start on the study.</p> <p>JQ asked for a dishwasher to be included in the hall as part of the study.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 5.  | <p><b>Transport</b></p> <p>DJ advised that we are able to rule by consensus rather than a vote each time as per the constitution. It was agreed that if issues arose that did not lead to a general consensus, then a vote would then be held.</p> <p>DJ has asked for the Transport Sub group to have permission to spend up to a certain amount.</p> <p>Currently the pilot is for those who are within the Crawford, Camps, Elvanfoot and Daer area only and cannot be extended to neighbouring villages at this time.</p> <p>DJ ran through the goal and plans for the pilot;</p> <ul style="list-style-type: none"> <li>£60,000 would be spent of the £84,000 granted. This would be used to get this pilot fully off the ground including the insurances, PVG checks, and other expenses.</li> </ul> <p>JC asked why a 9-seater was used and DJ explained that the next size up was a 16-seater and the prices were so expensive. Also, extra training including MIDAS and additions to Driving licenses would be required. So, a 9-seater is the best option at the moment. JC asked if the driver was able to recoup expenses and DJ confirmed that the driver can claim reasonable out of pocket expenses.</p> <ul style="list-style-type: none"> <li>People would look online or call the number and ask if the date is available and if drivers are then available to drive them. There will be a pool of drivers on a WhatsApp group who would then be asked about the dates and once a driver is available the booking will be confirmed.</li> </ul> <p>VW asked if we have drivers. DJ advised there has not been much interest in drivers, but from the survey we have 8 people who said yes and others have volunteered partners so hopefully we get a good pool of drivers. DJ also spoke about another group called Connecting Lanarkshire who have a pool of people who are drivers within south Lanarkshire, so we may be able to link into this. There are also other groups who support individuals with hospital appointments, for example those attending cancer appointments, and these people can also be approached to try to link in with. BF advised that Colin McMillan may be able to put him in touch with the lady in charge of the Biggar group as he saw they had a stall at a recent event in Biggar. DJ will reach out to them.</p> |
| 5a. | <p><b>Walkthrough of Proposals</b></p> <p>DJ presented a slide with an update on the Community Transport Initiative including the proposed vehicles, their costs, warranty, insurances, and charging rates.</p> <p>DJ advised that we are also restricted to how we can run this, we cannot run for profit or to take the place of public transport. DJ gave the rough tiered pricing model that would keep it running but not make a profit. JC asked if there was ever an idea to make it free, but if we want this to be sustainable and to no longer need funding then we would need to ask for something but it isn't a lot for the journeys available.</p> <p>JC asked if perhaps all doctors regardless of miles would be in tier one to make it even more accessible to all that need it. This was agreed by all.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

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| 5b. | <p><b>Agreed Spending and Outline</b></p> <p>The general consensus was that the Toyota Proace was the most suitable vehicle, and DJ advised they had knocked £9000 off the initial asking price to be competitive with the other two vehicles researched. DJ will contact the sales team again to find out about the wait times for delivery.</p> <p>DJ provided an explanation of the section 19 permit which allows non-profit community-based organisations to transport passengers without the need of a full public service vehicle operator's licence. The group discussed the class of people able to use this service to allow us to work within permit 19, and these were all agreed. Spare car seats for kids would be available but FG advised that most parents/guardians have seats. FG offered their high-backed booster as a spare.</p> <p>JC suggested having passengers sign an indemnity form to confirm their responsibilities as a user, for instance wearing seatbelts.</p> <p>Names suggestions were shown and one was agreed by the group - CEDAR Connect.</p> <p>DJ suggested that additional funds could be used to get e-bikes, but it was agreed to continue as proposed currently and revisit this.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 6.  | <p><b>Community Activities</b></p> <p>6a. <b>VASLan - 2025</b></p> <p>The returns form is due to be completed and submitted by 28.04.2026 for the 12-monthly update. Testimonials required to be submitted on the 24th of this month. JQ advised she can submit a testimonial from individuals attending Tea on Tuesday.</p> <p>There will be an 18 month update due then 2025 is complete. We have spent 50% of the funds currently and FC is negotiating the venue hire money to see if it can be extended or moved to another fund.</p> <p>VW asked about funding for the Rural, and it was confirmed this is covered until August from the 2025 pot, and the Easy movers are covered this year and next year from the 2026 pot.</p> <p>FG asked about the available funds from the camera club – since these funds have not been used could she could use this for a photography class. It was agreed this could be looked into by DJ reminded FG that this has to be for adult mental health and well-being. FG spoke about a local photographer she can approach about this who does wildlife photography.</p> <p>6b. <b>VASLan - 2026</b></p> <p>Money available to the groups given funding. The funds available were half of what had been made available last year, but there had been a great outcome with how much had been granted. Most groups are still using last year's allowance up first as this can still be spent until the end of August.</p> <p>MR and FG have a meeting arranged with Cariosa to arrange the adult mindfulness. Further information will be shared once this is confirmed.</p> <p>6c. <b>Muirhall Energy Grant</b></p> <p>MR advised £2,200 given towards picnic style seaters, planters, food, seeds and plugs, wreath making items, and children's arts and crafts to help us run the Spring Fayre. Kerrie Abernethy will be doing the Spring wreaths, and all this is paid for. The only things payable on the day will be our Tombola, the Clydesdale Plants stall, and a stall held by the Bark Side Woodcrafts. Due to the delay</p> |

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| 6d. | <p>in delivery, only one of the seaters has been assembled but this will be enough to get us started and show the community what we are doing.</p> <p><b>Newsletter</b></p> <p>It has been coming in over budget so DJ mocked up 2 examples and the format was agreed. This should be more concise and therefore should be less expensive going forward. It was also decided that the next edition would not be in print until May/June to recoup costs.</p> <p>VW asked how are we looking at delivery. The group were informed that FC is looking into post office delivery and all postcodes have now been gathered by MR. FC to update at the next meeting.</p> <p>DJ shared a slide with the proposed newsletter timeframes and advised that the final check has been added to ensure that all changes are corrected prior to printing, so we are not relying on the printers to correct prior to it getting printed as it may be causing the price to go up.</p> <p>Deadlines are: gather information 1<sup>st</sup> – 14<sup>th</sup><br/> first draft 15-16<sup>th</sup><br/> draft out to everyone to review 17<sup>th</sup>-19<sup>th</sup><br/> final draft and approval 20<sup>th</sup>-22<sup>nd</sup><br/> publish and delivery 23<sup>rd</sup>-30<sup>th</sup></p> |
| 7.  | <p><b>Treasurers Report</b></p> <p>FC is in the process of finalising the full report so this report is only for March. DJ ran over the treasurer's report that will be available online to view going forward.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 8.  | <p><b>Microgrant Update</b></p> <p>£10,000 was available and only 33% was used this year and so we need to get this out to everyone to start applying. This can be accessed by individuals and constituted groups, as long as it is for the community's benefit. JC asked if there were any documents to explain the microgrants, and DJ advised these are available on the website.</p> <p>FG asked if the school apply for a microgrant. Now there is no Parent Council, they asked if they would be able to apply on their own as the school for activities such as easter crafts and the Christmas party. DR will email Kenny Lean to see if this is allowed as unsure if they are a constituted group so he will get a definitive answer.</p> <p>FG asked if the thermal printer and laptop currently held to use for CPS can now be used by her as secretary of CEPE. It was confirmed that the laptop could be used by FG for this purpose and the Thermal printer is available to any who require it. VW commented on the benefits of having a printer available in the hall for individuals who cannot print at home.</p>                                                                                                                                                |
| 9.  | <p><b>Any Other Business</b></p> <p>DJ<br/> DJ advised that a grant will be getting submitted to get subscriptions, printers and other IT applications, and to allow all things available to be viewed. He spoke about SharePoint being</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

introduced to Office Bearers and this can be rolled out to Trustees to allow for sharing of information.

It was agreed that laptops available for local residents to use in the hall would also be a good idea. Especially now there are IT groups and other events that may benefit from this.

In future our OSCR submissions should be easier as we can keep track as we go along. DJ advised that looking ahead to the next OSCR submission he is in the process of creating a Trustee induction as this was flagged at the recent submission.

MR

MR asked for volunteers for this weekend for the Spring Fayre. FG - arts and crafts, FC - speaking to everyone and gathering details for input, JQ and MW - help in the kitchen, SW – plants, SR - tombola. Kerrie will be doing the wreaths. It was agreed that this would be plenty helpers as too many in the kitchen can be a lot.

JC

Elvanfoor and Daer residents have decided to create a Community Council. The residents feel they need a statutory voice in order to make representations about their area. They feel without that voice they cannot hold the same clout, and so JC canvassed that area and has 33 signatures and members willing to create a Community Council, and forms have been submitted to SLC. JC explained that there is no sense of their being conflict with CEDAR, it's just a real feeling that there is no real voice with there not being community council. The issue at the moment is that the 3 proposed sites for the battery sites are applications by 3 separate LTD companies but the 2nd and 3rd phase sites are all subsidiaries of Muirhall Energy. JC has major concerns with SLC as well as Muirhall.

JC wanted to let CEDAR know personally as to ensure there is no ill feeling. It is purely that the proposed sites are far too close to the residents' homes. All 8 members required for the Community Council have been filled by 6 Elvanfoot and 2 Daer residents.

DJ asked if Muirhall have given a justified reason for the sites, they state it's the proximity to the sites but there are plenty of other lands that could be used that are not next to their homes as all Elvanfoot residents are within 500m. Fire risks are a major concern. JC asked for members to complete a questionnaire to help support the residents and asked for it to go out with the next newsletter.

BF asked when the Council's consultation on the planning closed. JC advised it is open up until it goes to committee and that is likely to be June/July.

DJ stated that it wouldn't make this month's newsletter but could make next months if it was submitted by 14th May. JC to send it to DJ for inclusion and to ask for a microgrant to cover printing costs as it will take it over the number of pages approved.

JC asked how such a good response was received from the survey. JQ advised that a lot were from Tea on Tuesday and being there in person to ask people to fill in the forms either online or on paper.

JC said it was not a case of trying to hide this information and that now the application is in he is happy for people to have his contact details should they have any further questions as going door to door is impossible so he hasn't been able to canvas Crawford and Camps.

MR asked about the form he was asking to be filled and wondered if those who didn't want to put their personal details on this may not be being honest on the form. JC explained the reason for asking for personal details was as proof that these were real signatures if questioned and not just anonymised forms that could be questioned.

DR

DR had a question for JC that depending on the end result from BESS regarding the battery stations site location outcome, are the member then going to be done. JC replied no as there are other energy stations i.e. Renewco, Watchman, and explained that Daer have so many planned.

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|     | <p>FG asked if that was their sole purpose, to oppose the energy and wind farms, not that it isn't a good purpose but if there are residents in the village who want other things, can they approach the CC.</p> <p>JC said no, and of course if people have complaints i.e. potholes and such then the CC will be happy to help. JC added that he is good friends with Ralph who would be able to assist.</p> <p>DR spoke about additional responsibilities of the CC including overseeing and administering the microgrant funds and two members of the CC sitting on the Clyde Windfarm Panel, and he advised that the group will do whatever a CC is required to do. JC added that he wasn't aware of these additional responsibilities but said that they will have to take the rough with the smooth.</p> <p>FG asked if they would be canvassing for members in Crawford and Camps as well. JC advised that he hadn't. SLC will put it out in the Gazette to see if anyone else wants to join.</p> <p>FG asked why he hadn't as she was aware previously that there was some upset that Elvanfoot and Daer were not represented and the residents of Crawford may now feel like this is the case with the way they have went about setting it up. JC said he can understand why that would be seen that way but it was not intended this way. In time he would like Crawford members but there was a limit due to timing. FG agreed that hearing the reason was fair but those who hear it after the fact may feel that it is a Elvanfoot and Daer against Crawford thing.</p> <p>JC suggested perhaps he should put a paragraph in the newsletter to give a bit of a back story, FG asked if he would consider putting it on Facebook that they are looking for members to join.</p> <p>JC advised that unfortunately there is a limit of 8 members and they have all 8 members so have no space for any more members.</p> <p>DJ suggested that perhaps it would be a good idea to give the Crawford residents the chance of a seat and perhaps a couple of the 8 would consider stepping out to give 2 seats to Crawford, maybe to give them the option. DR added that he was previously on the CC when it closed, and this was not due to individuals wanting this to end but a lack of interest in Office Bearers roles being filled which deemed the group unable to continue.</p> <p>VW asked if the 8 people will still be as eager to remain once the decision on BESS is made. JC said that he hopes they will, some have been on it before and are aware of the rules, they are people who have good connections with local organisations and good business skills. VW said that it is a good thing that there are people wanting to start it.</p> <p>JC advised that the CC aims are not to take over from CEDAR, and DJ spoke about when CEDAR was created the CC was up and running at this point, and CEDAR have only taken on a limited amount of CC roles to prevent the community from not being able to access additional benefits or funds. JC agreed that there are things that cannot be done by CEDAR but can be done by a constituted group, and he hopes to be able to work collaboratively with the group.</p> <p>All members understand the reasons for the residents of Elvanfoot and Daer to want to start a new Community Council and hope that they are successful in starting this with the hope that in time there may be Crawford residents also represented.</p> |
| 10. | <p>Confirmation of Date and Time of Next Meeting</p> <p>Monday 18th May at 7pm in Crawford Hall.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

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| <p><u>Action Points</u></p> <ul style="list-style-type: none"> <li>• Further meetings with DCC and Muirhall Energy in relation to LEDS to be fed back to Trustees.</li> <li>• Look into 5% VAT on electricity due to charity status.</li> </ul> | <p>DJ / MR / FC</p> <p>DJ</p> |
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| <ul style="list-style-type: none"> <li>• Additional sign to be added to the door in the main hall to indicate where the disabled toilet is.</li> </ul>                                                    | DJ           |
| <ul style="list-style-type: none"> <li>• Main hall bulbs to be changed to LED lights with use of scaffolding.</li> </ul>                                                                                  | DR / BF      |
| <ul style="list-style-type: none"> <li>• DJ to contact Colin McMillan again to chase transfer of funds.</li> </ul>                                                                                        | DJ           |
| <ul style="list-style-type: none"> <li>• Lynda (CES) to be asked to begin conversations with local groups in the community to start preparing for the feasibility study.</li> </ul>                       | DJ           |
| <ul style="list-style-type: none"> <li>• CEDAR to sign up and begin engaging with DTAS.</li> </ul>                                                                                                        | DJ           |
| <ul style="list-style-type: none"> <li>• Contact to be made with Connecting Lanarkshire and the Biggar hospital appointment drivers to build relationships and expand our driver availability.</li> </ul> | DJ           |
| <ul style="list-style-type: none"> <li>• DJ to contact Toyota regarding the vehicle for ordering, and find out about proposed delivery date.</li> </ul>                                                   | DJ           |
| <ul style="list-style-type: none"> <li>• VASLan 2025 form to be submitted following receipt of testimonials.</li> </ul>                                                                                   | DJ / MR / JQ |
| <ul style="list-style-type: none"> <li>• VASLan being approached in regards to extending or reallocating the venue hire funds, outcome to be fed back to the group.</li> </ul>                            | FC           |
| <ul style="list-style-type: none"> <li>• Local photographer to be approached in regards to use of camera club funds.</li> </ul>                                                                           | FG           |
| <ul style="list-style-type: none"> <li>• Adult mindfulness sessions to be set up following meeting with individual delivering this.</li> </ul>                                                            | MR / FG      |
| <ul style="list-style-type: none"> <li>• Information on newsletter deliveries to be looked into and shared with the group.</li> </ul>                                                                     | FC           |
| <ul style="list-style-type: none"> <li>• Kenny Lean to be contacted in regards to the local School applying for a microgrant.</li> </ul>                                                                  | DJ           |
| <ul style="list-style-type: none"> <li>• Information about the CC to be submitted for the next newsletter.</li> </ul>                                                                                     | JC           |