

Drone Hill Community Fund

Panel Meeting

8 May 2017, 7pm – 9.30 pm

The Anchor Inn, Coldingham

Minutes

Present:

Cockburnspath & Cove: Carol Pearman, Pauline Hood, Sarah Weigelt

Coldingham: Ethne Turnbull (part), Rhona Goldie, William Mykura

Grantshouse: Marion Donovan, Michael Robinson

Reston and Auchencrow: Barrie Forrest (part), Denise Crerar-Torr, Logan Inglis

In attendance:

Tom Black (Foundation Scotland).

1 Welcome, Introductions and Apologies

Apologies: Ruth Donaldson

Kym Bannerman (Grantshouse) had stood down.

2 Minutes of Last meeting and Matters Arising

Minutes of the meeting held on 14 November 2016 were approved, with one amendment (typo).

Denise Crerar-Torr was yet to send current contact details for Berwickshire News to Tom. **Action: Denise Crerar-Torr.**

Pauline Hood confirmed that Cockburnspath & Cove had need for up to £1,000 in micro-grants.

A recruitment exercise had been run by Rhona Goldie, with support from Foundation Scotland, for a community representative for Coldingham, in light of William Mykura coming to the end of his term on the Panel. However no nominations had been received. William agreed to continue in the role.

Award ref. A422787 Reston Community Company: The applicant had reported to a Panel member that the condition of grant requiring proof of insurance could not be fulfilled prior to release of the funds (and purchase of the container and equipment). Panel agreed to change the timing of the condition to post-payment. **Action: Tom Black.**

3 Fund Business

a. Register of Interests

Marion Donovan provided a completed Declaration of Interests form.

Co'path and Cove members queried the Conflict of Interest policy in relation to committee membership. It was clarified that direct interests included membership of a committee or Board, but not 'ordinary' membership of an organisation or group.

b. Fund Statement

Greencoat had made an interim payment of £10,937.75 covering 30 September 2017 to 31 December 2017. This brought the available balance to £87,075.75.

Tom clarified that payments were made by Greencoat in advance, and that they were keen to standardise payment dates by calendar year across all their funds. The next payment was therefore due in January 2018.

c. Fund Promotion

Action: Tom Black to re-send posters with 2017 dates to Co'path & Cove Panel members.

Tom suggested that a link to the fund webpage is placed on local community websites and Facebook pages. **Action: Panel Members.**

d. Micro-grants

The situation was unchanged since the previous meeting:

Grantshouse: £500 paid in May 2016.

Reston: £500 paid in June.

Cockburnspath & Cove: £500 paid in September.

Coldingham: £500 paid in November.

The next payment would be £1,000 per community, payable on submission of a satisfactory completion report for the previous award. Tom would re-send blank completion reports out to all Community Council contacts. **Action: Tom**

Black. Completion reports to then be submitted to Tom. **Action:**
Community Council representatives.

4 Grant-making

Barrie Forrest joined the meeting.

a. Declarations of interest

A440455 Grantshouse Community Council: Michael Robinson and Marion Donovan.

A440414 Cockburnspath Village Hall Committee: Sarah Weigelt, Carol Pearman, Pauline Hood.

A445939 Reston Community Council (devolved grant making): Logan Inglis, Denise Crerar-Torr, Barrie Forrest.

A440484 1st Coldingham Guides and A440449 1st Dunglass Brownies: Rhona Goldie declared an indirect interest as a member of Girlguiding UK.

b. Assessment reports and decisions

Applicant	Purpose of Grant	Amount Awarded	Notes / further conditions / feedback
Borders Youth Theatre	To support an intergenerational project at Coldingham Primary School, linking senior pupils with older residents in Coldingham and St Abbs and leading to a community performance.	£2,400.00	<p>Panel discussed the good reputation / track record of delivery by BYT. Also an error on their part in delivering a project at Reston instead of Coldingham with their previous grant. Panel wished to give a clear message to the applicant that this grant cannot be used to fund activity in any other beneficiary community.</p> <p>Conditions:</p> <ul style="list-style-type: none"> • That written confirmation of all of matched funding is submitted to Foundation Scotland.
Cockburnspath Community First Responders	To replace the public access defibrillator sited at the church in Cockburnspath.	£1,978.52	<p>Conditions:</p> <ul style="list-style-type: none"> • That a signed agreement with the householders regarding installing a public access defibrillator on their property, access to the cabinet 24 hours a day, and clarification regarding responsibility for running costs (electricity to heat box) be submitted. • That contingency arrangements, should the current owners move from the property, be provided. • That a written warranty in relation to appropriate installation by a qualified electrician be submitted. • That confirmation be provided that the defibrillator is registered on the public access defibrillator database.

Ethne Turnbull joined the meeting.

Applicant	Purpose of Grant	Amount Awarded	Notes / further conditions / feedback
Ayton & District Bowling Club	To purchase a new mower to maintain the bowling green.	£3,254.00	Panel recognised that the project was located outwith the Fund Area but that the facility served residents within the area in terms of both bowling and social events. Also that the club would contribute its own funds towards the costs of the mower. Conditions: That an updated quote from the club's preferred supplier is provided to Foundation Scotland.
Rotary Club of Eyemouth and District	To purchase and install a trim trail obstacle course at Cockburnspath Primary School.	£5,000.00	Panel noted the project empowered the pupils to identify and develop their own project. Conditions: That the Club's constitution be amended with relevant not-for-profit clauses inserted, and adopted by the members.
Cockburnspath Village Hall Committee	To purchase 10 meters of fireproof curtain material and remote operated curtain rails for the hall's French doors.	£1,715.00	Conditions: None.
1st Dunglass Brownies	To contribute to the cost of attending a national Girlguiding gathering at Glamis Castle on 26 August 2017.	£655.00	Panel discussed the fact this was a new group with little funds, and therefore agreed to fund the entire project costs rather than the grant request alone (£545.00), removing the need or the group to raise further funds.

			Conditions: None.
Grantshouse Community Council	To purchase a defibrillator and heated outdoor cabinet to be sited at Houndwood.	£1,205.00	<p>Conditions:</p> <ul style="list-style-type: none"> • That a signed agreement with the householders regarding installing a public access defibrillator on their property, access to the cabinet 24 hours a day, and clarification regarding responsibility for running costs (electricity to heat box) be submitted. • That a written warranty in relation to appropriate installation by a qualified electrician be submitted. • That confirmation be provided that the defibrillator is registered on the public access defibrillator database.
1st Coldingham Guides	To purchase camping equipment and fund coach hire for the first of the group's camping trips.	£4,836.85	<p>Conditions:</p> <p>That confirmation of insurance of the equipment be submitted to Foundation Scotland.</p>
Grantshouse Village Hall Committee	To install new radiators, including additional radiators in the kitchen and hallway and programmable thermostat. To install new stage lighting and uplighters in the main hall.	£2,500.00	<p>Panel discussed the fact this is now (following closure of the local pub) the only facility for group meetings in Grantshouse. Also the need to insulate the building to ensure energy efficiency, which the hall committee were planning to do.</p> <p>Conditions: None</p>

c. Devolved grant-making

Panel confirmed it was content for each community council to apply for up to £10,000 this year for devolved (i.e. onward) grant making towards projects identified as local priorities through open consultations. Tom had previously circulated a template planning document to community council representatives for completion and return. Pauline Hood queried whether a single project of £10K in value could be applied for, and why the limit for onward awards had been set by Foundation Scotland at £2,500. Tom explained that above that amount a greater level of due diligence was required to satisfy the donor and Foundation Scotland and also to ensure applicants coming through the normal application route didn't feel they were being treated unfairly. Panel agreed. It was confirmed that costs towards any project in excess of £2,500 should be applied for via the normal application route.

Co'path & Cove were looking to conduct a community consultation and planning exercise, to inform spend under various community benefit funds. The Community Council had received tenders from three consultants. Tom raised the possibility of funding this through a CARES start-up grant, which can provide up to £10K. **Action: Tom** to send link to CARES information to Pauline.

An application for £10,000 towards a variety of small projects had been received from Reston & Auchencrow Community Council and circulated to Panel in advance of the meeting. These had been identified through a local consultation exercise. The application was approved.

5. Any Other Competent Business

Tom raised that two further applications had been received, from Eyemouth Scouts Group and Coldingham Primary School Parents & Friends Association. However both had come in five weeks after the application deadline, 17th March, leaving no time for assessment. One was for the costs of attending an event due to take place in June, and so an award at the subsequent Panel meeting would constitute retrospective funding, and the other was in fact for the costs of a fireworks display that were already the subject of a grant from Drone Hill Community Fund. Panel agreed that both applications were therefore ineligible.

6. Date of Next Meeting

6th November, in Cockburnspath. **Action: Cockburnspath Panel members** to book the village hall for 7pm.