

Drone Hill Community Fund

Panel Meeting

12th November 2018, 7pm – 9.15pm

Grantshouse Village Hall

Minutes

Present:

Cockburnspath & Cove: Pauline Hood, Sarah Weigelt
Coldingham: Ethne Turnbull, Rhona Goldie
Grantshouse: Marion Donovan, Angie Robertson
Reston and Auchencrow: Denise Crerar-Torr, Jo Moulin

In attendance:

Tom Black (Foundation Scotland).

1 Welcome

a) Appoint Chair

Angie Robertson agreed to Chair the meeting.

b) Apologies

Apologies were received from Carol Pearman, Logan Inglis and Michael Robinson.

2 Minutes of previous meeting

The minutes of the meeting held on 7 May 2018 were approved, proposed by Rhona Goldie and seconded by Denise Crerar-Torr.

3 Matters Arising

A defibrillator (PAD) had been purchased by Cocksburnpath Community First Responders (grant ref. A440110) and replaced the previous machine located inside the church, rather than being installed in a new heated cabinet on the

outside of the house adjacent to the church as per the grant request. An outstanding balance of £707.60 therefore remained. Pauline Hood reported that the group had found the conditions of grant onerous. Panel members were resolute that the conditions were reasonable and in line with good practice in the use of charitable funds, including a request for written permission for siting a heated defibrillator cabinet on a private property.

Action: Tom Black to liaise with the awardee to confirm their revised plans and return the remaining allocated grant monies to the Fund as appropriate.

4 Fund Business

a. Panel membership & recruitment

Members from Coldingham Community Council were continuing to seek a third representative for the area, following resignation of William Mykura.

Action: Rhona Goldie and Ethne Turnbull.

The following Panel members had come to the end of their term:

- Ethen Turnbull (Coldingham): the position was to be advertised via the Community Council. However, Ethne was happy to stand again should no other volunteers be forthcoming. **Action: Rhona Goldie.**
- Barry Forrest (Reston & Auchencrow): It was understood Barry did not intend to stand again. **Action: Denise Crerar-Torr** to confirm with Barry and ask the Community Council whether a replacement would be sought, though it was noted Reston & Auchencrow would nonetheless still have three Panel Members, which may be sufficient.

b. Fund Statement

An available balance of £58,549.49 was noted.

c. Fund Promotion

Action: Tom Black to circulate posters with 2019 application deadlines.

Action: Panel members to place these in local noticeboards and circulate via social media, community websites, etc.

It was noted by Jo Moulin that school groups may have found the early September application deadline difficult to meet; this was considered in setting dates for 2019 (as below).

There was some discussion around problems that applicants had been experiencing in getting bank accounts set up in time to make an application.

d. Changes to FS grants payment system

Tom Black reported that FS was no longer making payments by cheque; all grant payments would now be made by bank transfer.

5 Grant-making

a. Devolved Grant-making

Reston & Auchencrow Community Council had an underspend against their devolved award of £6,229.49 and were seeking to carry this forward to next year for further projects. Panel were content for this to happen. **Action: Logan Inglis** to provide Tom Black with details of charitable projects to be funded in 2018/19.

Cockburnspath & Cove Community Council had received an award of £9,805.00, towards design and printing of leaflets on the local wildlife, path network, history and the community garden plus three new noticeboards, at Co'path square, Toll view, Cove and the Community garden and leaflet holders and spares for each.

The remaining two community councils were exploring projects that may fit with the devolved grant making approach, and Coldingham were experiencing legal delays in relation to one such project.

b. Declarations of interest

A481464 Coldingham Society: Ethne Turnbull
A489777 & A4897778 Cockburnspath Village Hall: Sarah Weigelt
A489539 & A493691 Grantshouse Community Council: Marion Donovan
A491491 Grantshouse Village Hall: Angie Robertson

c. Assessment reports and decisions

Applicant	Ref. No.	Purpose of Grant	Amount Awarded	Notes / further conditions/ feedback
Coldingham Society	A481464	To purchase seats and picnic tables to be sited around the village and to provide bird/bat boxes in the community woodland and community garden.	£2,460.00	None.
Grants house Community Council	A489539	To purchase and install three freestanding oak noticeboards.	£4,850.00	None.
Cockburnspath Village Hall Committee	A489777	To sand and re-paint the upper fascias of the hall.	£1,500.00	<p>Towards the costs of hiring the cherry picker only. Panel considered the costs of painting and decorating to be a regular maintenance activity for which the committee should plan, and for which it has adequate reserves.</p> <p>Conditions:</p> <ul style="list-style-type: none"> • That a copy of the full accounts, including balance sheet and signed by an independent examiner, be provided as soon as these become available following transfer of assets from the former association.

Cockburnspath Village Hall Committee	A489778	To restore the flooring in the main hall	£4,416.00	<p>Conditions:</p> <ul style="list-style-type: none"> • That a copy of the full accounts, including balance sheet and signed by an independent examiner, be provided as soon as these become available following transfer of assets from the former association. • That two further quotations from Junckers-approved suppliers be provided. Should it prove impossible to obtain two further quotes, that evidence be provided that at least two further qualified companies were approached for quotations. • That the Hall Committee commit to a programme of regular maintenance for the new flooring, and confirm this with Foundation Scotland.
Coldingham Primary School Parents & Friends Association	A490792	To construct and outfit a facility on the beach to safely store equipment and which can be used by the school and community groups to promote outdoor learning, recreation, and improved disabled access to the beach.	£9,938.00	<p>Should the new community beach storage unit be publicised as a 'beach hut' this may cause some issues locally, in terms of perception of what it is to be used for and fairness in relation to allocation of beach huts at Coldingham Bay. Panel therefore ask that the Association take this into account in its branding of the project and also develop an appropriate 'terms of use' for users of the storage unit.</p> <p>Conditions:</p> <ul style="list-style-type: none"> • That a satisfactory completion report be provided for grant ref. A422921 (£500, paid May 2017, towards the

				<p>purchase of fireworks for the annual Coldingham Beach Fireworks night).</p> <ul style="list-style-type: none"> • That a lease agreement is secured with Scottish Borders Council over the site with a minimum term of five years, prior to construction of the new storage unit. • That evidence be provided that appropriate insurance for the new storage unit is in place.
Eat, Sleep, Ride CIC	A491039	To install a sheltered seating area in the outdoor arena.	£0.00	<p>Deferred. Panel were unable to make a decision on the application, requiring further information in order to do so. Should the applicant wish to have the application considered at the next Panel meeting, the following further information is required:</p> <ul style="list-style-type: none"> • A copy of the organisation's lease agreement with the owner of Heugh Head Farm. • A detailed location plan for the new shelter. • A risk assessment in relation to the shelters' use and access to it. • Evidence that the organisation holds the correct license from Scottish Borders Council to run a riding school. • A third quotation for construction of the shelter. • In addition, that clause 15.2 of the Company's Articles of Association be amended such that the quorum is set to a minimum of three directors for all meetings, and that a copy of the amended Articles of Association along

				with the resolution and minutes of the Board meeting at which the change was agreed be submitted to Foundation Scotland.
Eyemouth United Football Club	A491259	To convert one of the club pavilion's existing toilets into a disabled toilet.	£5,924.00	Conditions: <ul style="list-style-type: none"> • That evidence be provided that all matched funding has been secured.
Connect Berwickshire Youth Project	A491461	To contribute to the costs of employing an office manager.	£5,000.00	Conditions: <ul style="list-style-type: none"> • That evidence be provided that all matched funding has been secured.
GrantsHouse Village Hall Committee	A491491	To install new flooring in the toilets and to paint the exterior of the hall	£3,445.00	None.
GrantsHouse Community Council	A493691	To fund planters and traffic signage for Houndwood Village.	£3,142.11	Need for this project – dangerous driving witnessed. Conditions: <ul style="list-style-type: none"> • That evidence be provided that the local authority is in support of the project and has granted permission for the installation of the signage.
Total			£40,675.11	

Panel noted the following applications were received by Foundation Scotland but were ineligible:

Applicant	Ref. No.	Purpose of Grant	Notes / feedback
Sea the Change CIC	A490157	To purchase two beach wheelchairs and associated equipment and costs to enable wheelchair users to access the beach.	The organisation's governing document does not meet the Fund's criteria regarding not-for-profit status. Detailed feedback to be provided by Foundation Scotland.

d. Micro-grants

- Grantshouse: £1,000 was paid out in September 2017. Completion report due. **Action: Marion Donovan** to liaise with Katy Pitts at Grantshouse Community Council.
- Reston & Auchencrow: £1,000 paid out in July 2017. Completion report due. **Action: Denise Crerar-Tor** to liaise with Logan Inglis.
- Cockburnspath & Cove: £1,000 paid out in April 2018
- Coldingham: £1,000 paid in November 2017.

5. Maximum level of award going forward

It was agreed this should remain at £10,000 for the time being, as further grant making rounds would show whether this upper limit was sustainable/useful going forward. **Action: Tom Black** to issue a press release stating this.

6. Fund Dates for 2019

Application Deadline	Panel meeting
15 th March	6 th May
20 th September	11 th November

Action: Coldingham Panel members to book venue (Anchor Inn) for next meeting, 6th May 2019.

7. Any Other Competent Business

None.