



Preston and Abbey Community Trust
Minutes of the Ordinary Meeting held in Preston Village Hall
28nd September 2022 at 6.30pm

Ref	Present: H Shaw (Chair), K Dickson (Secretary), L Macfie (Treasurer), V Dobie, R Swan, G Shaw, L McIntyre, J Calder, C Dickson (Minutes), Guests: None	Action
1.	Introduction & Apologies: <ul style="list-style-type: none"> • Apologies - D Berry • HS opened the meeting by introducing those present for the benefit of new members. • HS advised that Ray Eardley is no longer living in the area and has, therefore resigned as a Trustee . 	
2.	Matters Arising Approval of Minutes: <ul style="list-style-type: none"> • HS advised that Minutes of the last meeting of 4th May 2022 are not currently available. 	
3.	Co-opted Members <ul style="list-style-type: none"> • HS advised members of recent discussions with VD regarding greater collaboration between PACT and ABPCC. To help achieve this, it is proposed that VD and KD become co-opted PACT Trustees and furthermore, KD takes up the role of Secretary. In addition, it is proposed the CD undertake the role of Admin Support to PACT. The proposals were accepted by all present. 	
4.	Chair's Report <ul style="list-style-type: none"> • HS outlined plans to refocus PACT following the impact of Covid, when there had been very few grant applications made. The plan is now for PACT to meet every 2 months and look to utilise the strengths of board members to help PACT reach its objectives. • "HS reported that GS is working again from Preston and will now have time to resume his PACT Board role in Communications, working alongside KD and CD. 	

5.	<p>Treasurer's Report</p> <ul style="list-style-type: none"> • LMa provided members with a copy of the PACT Financial Summary. • The final payment to the builders for the A St B Village Hall has been made, however we have approved an additional budget of £2370 for final improvements and are awaiting details of these from the Hall committee. Ownership of the village hall is still under discussion. HS requested that village hall ownership be added to the agenda for the next meeting. • An annual budget allocation of £10,000.00 has previously been approved for the maintenance of both Preston and A St B Village Halls, £5,000.00 each. Budgeted as Annual Village Hall Maintenance Grants • Grant expenditure for the year to date has been low. It is hoped this will increase with the PACT refocus. • LMa agreed to provide KD with a financial summary that can be fed into the PACT Status Update for ABPCC and published on the PACT section of the website. 	<p>CD</p> <p>LMa</p>
6.	<p>Quixwood Funding Update</p> <ul style="list-style-type: none"> • An update was delivered by LMa and VD on recent discussions with CDCF regarding Quixwood Funding. It had been hoped that at the 5 year review point, Quixwood Wind Farm owner would transfer management of the fund to PACT. Unfortunately, this is not the current proposal, recently received from CDCF. Members agreed that they wish to continue to pursue the transfer of fund management to PACT. VD agreed to write back to CDCF to progress the matter. • LMa raised the matter of two current PACT applications under development to Quixwood to finance 1. Renovation and upgrades to Preston Village Hall and 2.resilience requirements of the local community. HS gave an overview of the resilience measures under consideration, to include both village halls and areas not supported by village halls. VD provided an explanation of the role of the Resilience Co-ordinators, clarifying that these roles are supported by SBC. VD added that if anyone could be encouraged to assume the roles of Resilience Co-ordinators for those areas not currently covered, it would be very helpful. LMa has established a working group to develop a funding proposal to address resilience requirements, which includes representatives from both village halls and the current ABPCC Resilience Co-ordinators. 	<p>VD</p> <p>LM</p>
7.	<p>Memorandum of Understanding</p> <ul style="list-style-type: none"> • The draft MOU has been reviewed by VD following the agreement for more collaborative working between ABPCC and PACT. The document has already been agreed by ABPCC at their meeting on 22/09/22. Those currently present agreed to the content of Version 6 of the MOU, however VD explained that the proposals shown at the end of the document required discussion prior to agreement. It was agreed that the MOU does not need to name individual members who will be involved in wind farm negotiations. This will be decided at the appropriate time. It was agreed that PACT and ABPCC should hold an annual 	<p>VD</p> <p>CD</p>

	<p>Strategic Planning meeting 2 months ahead of the AGM, that will include a look back at achievements against objectives, in addition to agreeing priorities for the coming year.</p> <ul style="list-style-type: none"> Whilst the Draft MoU was agreed in principal, it was agreed that PACT trustees would be in contact with Hayley or Liz or as a reply all, with any comments or changes to the Draft MoU by Friday 07/10/22 and that HS would be in contact with VD by Friday 07/10/22 with any comments or amendments to the Draft MoU. VD agreed to review the MOU V6, to take comments into account. CD agreed to arrange the Strategic Planning Meeting. 	
8.	<p>Secretary's Report</p> <ul style="list-style-type: none"> It was confirmed that the Hello@PACT email address is the main communication route for board members to contact Carol. The preference is for all members to be copied into all correspondence and for PACT email addresses to be copied to retain electronic archives (for example the Treasurer copies funding@ on all relevant finance and grants emails) The principle of using an Action Point Log to record and track actions was agreed by those present. KD provided an update on the joint website review. The aim is to have a more community focused website, which will include content from both village halls, ABPCC and PACT. The intention is to also move to one funding application form for all wind farm grants administered by ABPCC and PACT. KD expressed thanks to Dianne Repsch (ABPCC) and Deborah Berry (PACT), for their support in helping take this work forward. 	
9.	<p>Charitable Activities Update</p> <ul style="list-style-type: none"> HS advised that there have been few grant applications this year, however, there is a plan to establish an events subcommittee. 	
10.	<p>Funding Applications</p> <ul style="list-style-type: none"> VD advised that as we move towards greater collaboration and one grant application form, we need to consider how we effectively manage the requests received. ABPCC has proposed the creation of an Approval Advisory Committee (AAC), consisting of 2 members of PACT, 2 members of ABPCC, KD and CD. The group would scrutinise applications, request any additional information required and make recommendations to ABPCC / PACT. Some concerns were raised that this additional step could delay funds being paid. It was agreed that a group, consisting of the above representatives, would meet and develop a process for the AAC. CD to arrange a AAC Development meeting within 4 weeks. HS provided an explanation of the rules relating to conflict of interest when considering grant applications. All members present confirmed they had no conflict in respect of the applications under consideration. A grant application has been received on behalf of the SWI for the sum of £420.00. This is to finance a series of 12 Willow Weaving sessions. The sessions will be partially funded by participants. The 	CD

	<p>application was approved and will be financed by the Penmanshiel fund.</p> <ul style="list-style-type: none"> An application was referred via ABPCC for the purchase and installation of an external light for A St B Village Hall. It was confirmed that the light was to illuminate the road outside of the village hall, as currently it can be dangerous for pedestrians and passing cars, particularly if there is any overflow parking on the road. It was also confirmed that the village hall is happy to take responsibility for ongoing running costs. The application was approved on the grounds of Health and Safety and will be financed by the Penmanshiel fund. It was agreed that Carol would email the grant recipients with the PACT grants acceptance form, once Liz forwarded it to Carol 	
11.	<p>Reports From Grant Recipients</p> <ul style="list-style-type: none"> Feedback was received from Duns Playfest, Berwickshire High Drama Department, and Duns Guides in appreciation of funding provided. LMA suggested that simple grant feedback/final report (template) should be developed 	
12.	<p>Events</p> <p>GS to put together proposals for</p> <ul style="list-style-type: none"> Pop Up Bar Pop UP Farm Stall Craft Fair 	GS
13.	<p>Communications</p> <ul style="list-style-type: none"> An Autumn newsletter will be prepared by GS, to be issued as a mailshot. Members to send items for inclusion to GS ASAP. HS advised she cannot commit to attending all future ABPCC meetings. The role will be shared by PACT members in future. CD to share dates for future ABPCC meetings. It was agreed that the PACT Status Report will be populated by KD at future PACT meetings, ahead of agreement by those present. 	GS All CD
16.	<p>AOB:</p> <ul style="list-style-type: none"> VD advised that Crystal Rig Windfarm has provided a presentation regarding its planned expansion (Crystal Rig IV), which is now available to the local community via the ABPCC website. VD has volunteered to represent the community at a Crystal Rig IV Community Liaison Group. APBCC members approved VDs offer. VD sought similar approval from PACT members, which was confirmed. VD intends to keep ABPCC and PACT members updated on progress. GS enquired about previously agreed funding for Preston village hall fridges. HS advised that as this was approved prior to Covid, a revised submission would be required as costing for the fridges and other items have changed. VD requested that an item be placed on the next agenda to consider the recruitment of a project officer to PACT. VD to put forward a 	VD CD

	<p>written proposal. LM/HS to share job description from PACT's previous position for information and lessons learned</p> <ul style="list-style-type: none"> • LMa proposed a thank you / farwell gesture for founding trustee JD and will propose a budget. GS to look into appropriate options 	LM GS
17.	<p>Dates and Venues of future meetings:</p> <ul style="list-style-type: none"> • AAC Development Meeting W/C 17/10/22 • Ordinary Meeting W/C 03/11/22 • Strategic Planning Meeting W/C 14/11/22 • AGM W/C 30/01/23 <p>All face to face and details to be finalised via Email</p>	CD