



**Preston and Abbey Community Trust**  
**Minutes of the Ordinary Meeting held via Zoom**  
**22<sup>nd</sup> Feb 2022 at 6:30 pm**

Ref	<p><b>Present:</b> H Shaw (Chair, HS), L Macfie (Treasurer, LM), R Swan (RS), J Calder (JC), D Berry (DB), G Shaw (GS)</p> <p>(Minutes taken from Zoom recording)</p>	Action
1.	<p><b>Welcome &amp; Apologies:</b></p> <ul style="list-style-type: none"> <li>• HS opened the meeting.</li> <li>• This is the first PACT meeting since our AGM in January. Welcome to new trustees Deborah Berry and Jeni Calder</li> <li>• Apologies noted from Linda McIntyre (LMc) and Ray Eardley (RE)</li> </ul>	
2.	<p><b>Previous Minutes and Matters Arising</b></p> <p>Approval of Minutes from 9<sup>th</sup> December 2021:</p> <ul style="list-style-type: none"> <li>• Of participants in this meeting, only LM and HS were present.</li> <li>• Approved by LM and HS with final edits.</li> </ul>	
3.	<p><b>Conflict of Interest register:</b></p> <ul style="list-style-type: none"> <li>• New trustees were introduced to the Conflict-of-Interest register.</li> <li>• Conflict of interest policy explained for new Trustees. A member with a conflict may be asked to provide information but cannot participate in approval/vote. Applies to the interest of any family member.</li> <li>• Conflict of Interest register will be circulated again for people to provide any new conflicts / edits.</li> <li>• No other changes noted.</li> </ul>	LM
4.	<p><b>Trustee Pack</b></p> <ul style="list-style-type: none"> <li>• For benefit of new trustees, this includes constitution, forms for expenses, background info, etc.</li> <li>• A Dropbox link will be sent out.</li> </ul>	LM
5.	<p><b>Board Roles &amp; Sub-committees</b></p> <ul style="list-style-type: none"> <li>• Subcommittees are a way for Trustees to be involved, e.g. Broadband subcommittee has been LM, RS and RE</li> <li>• Subcommittees bring work back to board for discussion/approval.</li> </ul>	



8.	<p><b>Revised Grant application forms</b></p> <ul style="list-style-type: none"> <li>• Current process has 2 different application forms for our two windfarms. Last year we agreed to work on combining into one form and board can decide which funding pot to use.</li> <li>• Current draft joint form needs to be converted so that it can be uploaded to website. LM agreed to do this, and we will work with Kathleen Travers at FACE-PR to produce a better form.</li> <li>• On-line application would be another improvement.</li> </ul>	LM
9.	<p><b>Communication</b></p> <ul style="list-style-type: none"> <li>• <i>PACT email addresses:</i> currently LM monitors funding@pactrust.co.uk for grant request. HS monitors general communications to hello@pactrust.co.uk. Agreed to leave as-is for now and re-visit once we have a new administrator.</li> <li>• <i>Newsletter:</i> plan for later in the year once have events programme developed. GS has produced these in the past.</li> <li>• <i>Email news:</i> Consider including local service providers in news going out via MailChimp email list-serve and possibly on FB page.</li> </ul>	
10.	<p><b>Abbey St Bathans Village Hall ownership issue</b></p> <p><i>Discussion of history of hall ownership for new Trustees.</i></p> <ul style="list-style-type: none"> <li>• When the Hall was under construction it was agreed that, to facilitate the build with PACT funds and to guarantee the loan for the build, PACT should own the land the hall sits on, and the hall would be in PACT ownership.</li> <li>• Paperwork was initiated to start that process, and PACT office bearers presented their documents to Clark&amp;Allan solicitors in Duns.</li> <li>• Trustees of Abbey St Bathans Village Hall were supposed to be doing their side of the paperwork, and our previous Chair J Dobie was managing the ownership transfer, as well as the construction.</li> <li>• The Trustees of Abbey St Bathans Village Hall were planning to wind up their charity and move to being a subcommittee of PACT.</li> <li>• In the end, as opposed to co-signing a loan for the build, the Aikengall owners, Community Windpower, preferred to provide half or 10 years' worth (2000-2009, inclusive) of half their commitment to PACT up-front to facilitate the build without the need for a loan. They paid these funds direct to the contractors on receipt of invoices. (The total spend in this process was £245,828.19)</li> </ul> <p><i>Current problem:</i></p> <ul style="list-style-type: none"> <li>• It has come to PACT's attention that one of the VH trustees did not submit their paperwork, and this went un-noticed by our PACT trustee managing the process. Therefore, the land ownership transfer has not taken place.</li> <li>• While PACT could decide to put this right and insist the Trustees of the ASB Hall complete the ownership transfer to PACT, the Trustees of VH would prefer to take ownership of the building.</li> <li>• HS and LM feel handing over ownership of the building could be an acceptable result, but aside from legal issues, there are accounting issues to manage as all of the money spent on the village hall has been treated as improving a fixed asset owned by PACT in successive years' accounts.</li> </ul>	

	<ul style="list-style-type: none"> <li>• In addition, PACT Board has approved overspends and additional items with the view that we were improving a community asset owned by PACT.</li> <li>• Transferring ownership has advantages in terms of removing insurance requirements and avoiding a “spend” on depreciation costs in annual accounts going forward.</li> <li>• The land ownership has one further complication: the land had previously been in private ownership, but this was handed over the Trustees of the VH ownership. There may be a clause in that transfer of the deed that if the Trustees of the VH wind up, the land reverts to the previous owner for a payment of £1. However, we have not seen that document, and so it is not yet a certainty.</li> </ul> <p><i>Agreed at this meeting:</i></p> <ul style="list-style-type: none"> <li>• HS and LM to meet with JD to discuss further.</li> <li>• PACT will request guidance on accounting and legal processes that would be necessary to manage the handover of the building to the Trustees of the VH</li> <li>• HS and LM will try to meet with the VH Trustees and among other things, will ask to see the Trust deed or other ownership documents regarding the land that the hall sits on.</li> <li>• If PACT is not satisfied with the winding up arrangements for the hall, it should insist on a clause that the hall will revert to PACT, if PACT still exists. if the Trustees of the VH wind up.</li> </ul>	HS and LM
11.	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• <i>Handover meeting with JD:</i> this was cancelled at very short notice and is still very important. HS and LM will try to set that up again.</li> <li>• <i>Preston Village Hall refurbishment</i> (potential next large PACT-funded activity): PVH committee still trying to organise site visit from architects.</li> <li>• <i>Admin support role:</i> it was approved that we edit the previous post’s job description to focus solely on admin, circulate for approval and then re-advertise the role.</li> <li>• <i>Official opening of VH – Combo with thank you / farewell for JD:</i> This was agreed as a good idea, but if the ownership issue isn’t sorted out, it will have to wait a bit. Agree to revisit after exploring the ownership issue further.</li> <li>• <i>Broadband</i> – wasn’t on the agenda, as we haven’t made any further progress. Further info was sent to residents that responded to the survey, but there is nothing concrete that PACT can propose to Borderlink. LM to produce the map of speeds and responses so that we can discuss with Alec Cacciamani of Borderlink. Residents in some areas can possibly access internet via 4G 5G providers, so that is another new development.</li> </ul>	<p>HS / LM</p> <p>HS / LM</p> <p>LM / RS</p>
12..	<p><b>Date of next meeting</b></p> <ul style="list-style-type: none"> <li>• Plan is to continue with quarterly meetings, supplemented by sub-committees working on tasks and reporting back at quarterly meetings.</li> </ul>	