

Penicuik Community Development Trust

Minutes of Steering Committee Meeting on 1 August 2005

Attending: Bob MacDonald in the Chair, Margaret Coull, Sheila Findlay, Ulla Hipkin, Roger Hipkin, Julian Hall, Mose Hutchison, Bob Jarmson, Jane Kelly, Roger Kelly, Jack McGowan, Grace Marques, Stuart Ritchie, Beth Scarr,

Apologies: Anne Dalrymple, Sheila Findlay-Martin, Rachel Gardiner, Laura MacCall, Brian Miller, Ian Miller, Sonia Stewart.

1 Membership: Colin Campbell had sent a letter of resignation from the Steering Committee but will continue to advise us and support Trust activities.

2 Minutes of the meeting of Monday 16th May 2005

The minutes were adopted

3 Matters Arising

3.1 Constitution: Roger Hipkin had submitted a draft constitution to the Inland Revenue for charitable status but has not yet received a reply. The Committee agreed to continue to accept it as a working document in the interim.

3.2 Bank account: The Treasurer had opened an account for the Trust at the Royal Bank of Scotland. Constitutional arrangements for use of the account were acceptable to the Bank but they needed a formal resolution of the Steering Committee that their bank was the one chosen. This was agreed without opposition.

4 Application to the WREN Village and Community Halls Refurbishment Competition

4.1 Submission: Roger Kelly had arranged for the architect Richard Atkins, who has specialised in refurbishing heritage buildings for community use, to prepare plans for the first stage of a project to refurbish the Cowan Institute. This was to allocate the £¼M potentially available from the WREN competition. After we sought clarification from the competition management, we had discussions with the Head of the Midlothian Council, Adam Montgomery, and the Director of Community Services, Charles Galbraith. We passed on our completed application form, together with the plans drawn up by our architect, and the application was submitted by Midlothian Council in time to be considered for the competition. Verbal confirmation had been given by Cllr Montgomery that the application had been sent. The Council would undertake to contribute the necessary matching contribution of £52000 if the application was successful.

4.2 Confidentiality: Until this arrangement had received retrospective agreement from the full Council and WREN had confirmed that they had received the application, members were to treat the information as confidential.

4.3 Proposed work to be done: If the application is successful, the £¼M would cover a lift and disabled access to the basement, ground and first floors, with a disabled toilet next to the lift on each floor; the entrance foyer and former Registrar's Office would be opened up to create a public and tourist information point - exhibition space; fire doors protecting the main stair well and an emergency fire exit from the basement would be added; gutters, roof gulleys, and downpipes would be renovated and external windows and doors refurbished.

5 Saturday openings

5.1 Roger Hipkin reported on the success of the Town Hall drop-in centre with refreshments, exhibitions, stalls and concerts. He presented graphs on attendance and income. Average numbers were about 50. This had been an important influence on the officials and the Midlothian Council in supporting our WREN grant application. After paying the letting fee of £65 per Saturday, we made £40-50 a week profit.

5.2 A lot of effort and energy had been put in each Saturday. He thanked all those who had regularly given up their time to help.

5.3 After a brief discussion of alternative activities, or alternative times or days, it was agreed that the programme of Saturday openings should continue as one of the key activities for the Trust.

5.4 A rota was needed to enable the work to be shared. To make it more sustainable we should aim at some point in the future to pay café staff.

5.5 There was discussion about the need to conform to legislation on food preparation and serving, noting that both the Broomhill Day Centre and the West Street Café Coop had been required to have their staff certificated. Beth Scarr would investigate arrangements for helpers and café staff to attend a class on a Jewel and Esk Valley course.

5.6 Publicity was generally recognised as deficient; it required the programme to be arranged well in advance so that the expense of producing waterproof posters could be reduced by advertising typically a monthly programme; help was needed to distribute and display posters at agreed venues; a known future programme would also allow the Town Crier to be used; further effort was needed to persuade newspapers to publish information.

5.7 It was noted with disappointment that Saturday 20th August had been booked for a private party – we must make bookings far enough in advance to maintain continuity, but giving way to public events organised by other community organisations such as the Annual Horticultural Show and Craft Fair.

5.8 Future Saturday morning events:

12 August will include displays and stalls by organisations and may expand into the upper hall.

27 August – Street Fair table for us and refreshments in the Town Hall. Roger Kelly to contact the Arts Assn café staff to check about their plans. We have paid for the booking of this Saturday.

5.9 Suggestions for the future programme: magic lantern show (evening?); Jimmy Baird upstairs; Keith Dyble has material, Stewart piano playing, Luke plays electric guitar. Bob will contact Luke and ?Ross re Saturday 5 Sept. Some performance or event outside the Town Hall would attract the public. Buskers could be asked to play outside, including the Innerleithen friend of Kenneth McQueenie who plays guitar or a mime artist. Plant stall.

6 Performances

6.2 The Colcannon concert on 20 July: The concert was a success although not as well attended as hoped. It was transferred from the Town Hall to the North Kirk because of the expense of hiring a sound system at the Town Hall would have resulted in a substantial loss. A letter had been sent by the Secretary with a donation of the profit (£61.42) and thanks for their help with the sound system to Revd John Fraser of the

North Kirk. Thanks were due to Roger Kelly for organising the concert and Stuart Ritchie for managing the sound system.

6.1 The Ceilidh on 26 August 7.30 – 11.30 pm, being organised by Grace Marques: Hire of Town Hall £82; Bill Richardson Scottish Band and Annabel Oates leading, tickets £6/£3; Raffle: gifts needed – businesses could be asked to donate and Ulla would contact Edinburgh Chrystal; promotion of ticket sale and ceilidh posters by the Steering Committee.

6.3 Other suggestions for performances and events.

Music Festival; Wine festival; Dog show; Tea dance in the afternoon; pantomime for children; .art exhibition on a theme maybe for a charity, and the following:

24 October – International evening and food

November – St Andrews event

December - Christmas party for children

January – Burns from a lassie’s point of view answered by a lad.

Note: 7 November is the Arts Assn Craft Fair in the Town Hall.

7 The Web-site

7.1 Julian Hall had set up a web-site for the Trust: *www.PenicuikCDT.org.uk*. He needed more material and to be kept informed of events to be publicised.

7.2 The *www.PenicuikWhatsOn.co.uk* site now includes a section on the Trust; we should see that this too was given up-to-date information.

8 Treasurer’s Report

8.1 Statement: On 1 August, we had 121 Friends and a cumulative surplus of £824.78.

8.2 Grant income: The grant that Roger Kelly had applied for from Scotland Unlimited would arrive in a few days. It would contribute to the town hall rent, to training and to the production of display material.

It was also suggested we should apply for Lottery money for a PA system and projection equipment.

8.3 The AEON Windfarm exhibition where we contracted to provide refreshments: AEON had agreed to pay £330 for the refreshment and hours of serving approx 50-60 people on each of the two days. We have stated that as an organisation we take a neutral stance on the proposed windfarm on Auchencorth Moss and that our aim is to keep the Town Hall open and active: this was an information event. There are likely to be objections, but if granted, AEON would be required by law to contribute a certain percentage of the revenue from power generated to local community projects. AEON estimated this to be between £45000 and £70000 per year.

9 Oral history group - Sheila Findlay reported that the group would probably start in September and that she had suggested books to read to Margaret Coull, Ken Brown and Ron Sheridan.

10 Date of the next Steering Committee Meeting: Monday 3 October.

Ulla Hipkin (12:08:05)

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