

Minutes

Date	30 th May 2011
Time	7.30pm
Location	Hallhill Healthy Living Centre
Attended by:	Table: Gordon Millar, Cllr Paul McLennan, Cllr Jacquie Bell, Maree Johnston (ELC), Denise Wilson, Esther Hughes, Floor: See list
Chair:	Gordon Millar (Provisional)
Minutes	Esther Hughes (Provisional)

Subject: Inaugural Annual General Meeting

1. Chairperson's welcome and introductions

Discussion

Gordon Millar: welcomed all attending the first AGM of Friends of Winterfield (FoW) and asked those at the top table to introduce themselves. Gordon explained that some late information about the ownership of the park meant that the name of the group needed some explanation:

Esther Hughes: Tom Anderson of “Cambria”, Mayville Park had pointed out that most of the area being referred to as “Winterfield” was actually described as “The Public Park “ in the 1923 Charter that gifted the land to the town. The name change can be accommodated within the constitution but for ease of use the name “Friends of Winterfield” should remain.

Gordon Millar: described the history and reasons for the group being formed: Having arisen from public interest in the East Lothian Council proposal to build allotments at Winterfield, Cllr Paul McLennan suggested that those interested could form a steering group to investigate, in conjunction with East Lothian Council (ELC), the option of forming a Friends of Winterfield group. The steering group met on 25th August last year and again on 10th November 2010 where it was agreed to set up Friends of Winterfield. There were further meetings on 20th of January and 29th March 2011. Gordon Millar, Esther Hughes, Denise Wilson and Judy Miller agreed to form the initial committee and have put together a proposed constitution that is being offered for approval this evening.

2. Apologies

Jane McIntyre, Ian Jamieson

3. Adoption of the constitution

Discussion

Cllr Paul McLennan: asked Maree Johnston to talk about why the constitution is important.

Maree Johnston: This constitution is based on the constitution used for Polson Park in Tranent and the Lodge Grounds in North Berwick. The Friends of Winterfield's listed objects are:

- a) To preserve Winterfield Park as an amenity open and recreational space for the town of Dunbar and surrounding communities aiming to uphold the spirit of John Muir through cooperation with the John Muir Birth Place Trust, Scottish Natural Heritage, Dunbar in Bloom, Sustaining Dunbar, East Lothian Council, Dog Watch, Dunbar Community Council, and other associated interested organisations.
- b) To support the provision of recreational facilities and activities in Winterfield Park for the benefit of the public at large including, but not limited to,:-
 - appreciation and conservation of the area's outstanding natural beauty
 - appreciation and conservation of the area's bio-diversity
 - decorative gardens
 - games and sports activities
 - children's play facilities
 - social and celebratory events for the community
 - ancillary refreshment facilities
 - training and development opportunities.
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- c) To work with statutory and voluntary sector organisations on the ongoing development and maintenance of existing and new facilities in ways that will best meet the social and recreational needs of the wider community without detriment to the existing aspect and amenity of the park.
- d) To provide opportunities and structures for local people to become involved in the management, usage and future of the park as a community resource

With this set down, the Friends can work with these organisations to bring the park back to life. It also lets Friends become a charity by registering with the Office of the Scottish Charity Regulator (OSCR) to permit if to apply for charity funding for improvements that the Council is unable to access. The Friends have to do several things: elect a committee, have AGMs and lodge accounts. It is up to the Friends of Winterfield to do this. They can then begin fund raising though: applying for lottery funding; approaching other funders; raising money through events (The Lodge has been running Easter Egg Hunts very successfully). People can be encouraged to join; newsletters produced and perhaps volunteers recruited to help. The Lodge won a Green Flag last year (the first ever in East Lothian and is hoping to win a second this year).

Graham Metcalfe: What powers will the Friends of Winterfield have? Will East Lothian Council be giving over responsibility for the park to the Friends?

Maree Johnstone: The council will continue its current level of maintenance. FoW will take it to another level; perhaps do other projects that are not within the financial or organisational means of ELC. It can incorporate Dunbar in Bloom projects: plants can be made available to do this.

Graham Metcalfe: The thing that swung me was that Paul said that we could claim money to do other projects.

Paul McLennan: There are partner organisations that can provide funds that aren't available to ELC also, perhaps more importantly it will promote a sense of ownership for the community.

Jacquie Bell: The Council can't apply for lottery funding but a charity can.

Gordon Millar: I'd like a pitch and putt. We'd also thought of a cycle track or more flowers at the gateways.

Question from the floor: Is there a list of proposals?

Paul McLennan: No not yet. That is for the FoW to put together.

Question from the floor: What about the Pavilion?

Paul McLennan: That's still to be decided: Jackie Burke is still in negotiations with a developer.

Question from the floor: To which part of the Park does the Pavilion belong?

Gordon Millar: It lies within the boundary of The Public Park; the boundary of which extends six feet to the west of the access road that runs north-south through the park (maps were consulted). The Tennis Pavilion is part of The Public Park.

Graham Metcalfe: Is the park likely to be built on? Could ELC apply to build on it?

Paul McLennan: Anyone can apply for planning permission but the land is not zoned for housing.

Maree Johnstone: Also it forms the boundary of a SSSI (Site of Special Scientific Interest) and a SPP11; also protecting the space from development. There was a Charter in 1923 that gifted The Public Park for recreational use only.

Mary Jamieson: Would FoW would some say in permission being given to the running of fairs.

Paul McLennan: FoW will be notified in advance and would have some say.

4. Adoption of the constitution

Discussion

Gordon Millar: In addition to the change to add “The Public Park” to the constitution, are there any other changes?

Maree Johnstone: The title “Objectives” should be corrected to read “Objects”.

Gordon Millar: With those changes noted can we vote for the constitution? A unanimous vote!

Conclusion

“Objects” and “The Public Park” to be amended on the constitution. The constitution was passed by a unanimous show of hands.

Follow-up	Who's responsible?	When?
Amend the constitution and return to the chairperson and treasurer for signing	Esther Hughes	1/6/2011

5. Election of office bearers and management committee

Discussion

Gordon Millar: Before calling the AGM we were able to identify three people willing to fill the three main office bearer roles and one ordinary member of the management committee: myself as chairperson, Denise Wilson as Treasurer and Esther Hughes as Secretary. Judy Miller as agreed to be on the management committee. We can have up to seven management committee members and can look to set up sub committees with their own separate memberships. Can we please elect our office bearer first?

Position	Name	Nominated by	Seconded
Chairperson	Gordon Millar	Esther Hughes	Mary Jamieson
Treasurer	Denise Wilson	Gordon Millar	Sue Anderson
Secretary	Esther Hughes	Lillias Millar	Denise Wilson
Management Committee	Judy Miller	Denise Wilson	Esther Hughes
Management Committee	Jane McIntyre	Lillias Millar	Gordon Millar
Management Committee	Sue Anderson	Gordon Millar	Lillias Millar
Management Committee	Alastair Mackie	Colin Ainslie	Fay Stanton
Management Committee	Fay Stanton	Colin Ainslie	Jamie Brunton
Management Committee	Graham Metcalfe	Hugh Masters	Lillias Millar
Management Committee	Marion Booth	Lillias Millar	Mary Jamieson

Conclusion

Office bearers and management committee members were elected.

Follow-up	Who's responsible?	When?
Constitution to be signed by the elected office bearers	Gordon Millar Denise Wilson Esther Hughes	ASAP

6. Authorise management committee to set up a bank account

Discussion

Gordon Millar: Three signatures are required to set up a bank account. These will be myself, Esther and Denise. Does anyone object to this?

Conclusion

A bank account will be opened with the Royal Bank of Scotland for the Friends of Winterfield and registered as a charity account.

Follow-up	Who's responsible?	When?
Open a bank account	Gordon Millar	By next Meeting

7. Date of next meeting

Discussion

Gordon Millar: The management committee should meet soon, though it will have to be after the 4th July because of holidays. Esther would you please suggest an appropriate date and send it around to the management committee, Denise and myself? Paul, will we be able to get access to a room at Hallhill for a meeting and who will pay for it?

Paul McLennan: ELC will support FoW with rooms and secretarial support until the group is up and running. There are various funds we can use that can be made available for you to pay for venues. Just let me know what date you decide on and I'll arrange a room here.

Conclusion

A meeting will be held after the 4th July

Follow-up	Who's responsible?	When?
Arrange a convenient date and time for the next meeting and communicate it back to Paul to book a	Esther Hughes	ASAP

8. Any other competent business

Discussion

Hugh Masters: I'd like to remind the group that there is a vibrant tennis club at the Public Park and we've got lots of ideas that we'd like to follow up. We also have a notice board at the side of the building that does not get used much and FoW are welcome to use it. The club can also take forms and encourage people to become Friends. The Tennis Club has felt ignored over the years and has suffered vandalism and trouble. I am delighted to see FoW starting up and am very keen to see things move ahead.

Gordon Millar: What's happening with the Golf Club proposal for toilets and changing facilities for the Tennis Club?

Paul McLennon: Hopefully there will be building taking place by the end of the year. FoW will be consulted and involved in the planning process.

Graham Metcalfe: There's the East Lothian Tennis Championships being held at the Club at the end of July. Perhaps FoW could put up a small display for that.

Paul McLennon: It would be good PR for FoW to organise a community event (something easy). The Council could help. You could make a start with funds from that.

Jacquie Bell: An Asda bag-pack could raise some money.

Gordon Millar: I was hoping to get Dog Watch on board early.

Paul McLennon: You could ask them along for your next meeting.

Question from the floor: Have you thought of setting up a website?

Esther Hughes: I was up until 1am on Saturday morning working on one set up during a training session I had on OurLocality.org. It's very basic at the moment and it will take a little while to figure it out but we'll have something soon. I think what we have is published but I'll have to check. We're also looking into having a page on Facebook.

Maree Johnstone: Don't forget you can also use the Council Newsletter, which is free.

Colin Ainslie: Will there be a putting course at Winterfield?

Gordon Millar: That's dependent on the Golf Club moving as any putting will require supervision.

Jacquie Bell: It's interesting that after moving so much away from Winterfield that there is now a shortage of rugby pitches both at the newly extended Grammar School and also at Hallhill and there is talk of using Winterfield again.

Colin Ainslie: I wouldn't want to see putting or pitches being placed on the Public Park side. I think it looks good as an open space without poles and goal posts.

9. End of Meeting

Gordon Millar closed the meeting and thanked all that attended.

Meeting closed 8.45pm EH.