

**Tynninghame Village Hall and Community Committee
Minutes of Meeting held on 23rd September 2024 at 7.30pm in
Tynninghame Village Hall**

1. Ian welcomed attendees to the meeting.

Present:

Ian Staples (IS)
John Crowther (JC)
Sophie Wild (SW)
Rob Hyndman (RH)
Carol Crowther (CC)
Danny Wight (DW)
Eric Martin, Hall Keeper (EM)

Apologies:

Apologies had been received from Tim Harper, Treasurer.

2. The minutes of the meeting held on the 1st July, 2024, were, with one small correction, approved by Sophie and Rob.

Matters Arising:

a. Online Presence

Sophie reported that she had set up a Hall Facebook account and had linked it with other local enterprises.

Work on updating/renewing the Website was on Sophie's to do list. (SW)

Regarding calendar, Sophie requested that Eric cc her when sending out invoices. (EM)

It had been agreed at the previous meeting that, in view of data protection legislation, customers details should not be visible to the public on the calendar. It had been further agreed that it would be useful for Committee members to have an indication on the calendar of the type of event booked, such as wedding, children's party, etc. Further consideration was now given to this matter following a recent communication from a local resident stating that it wasn't particularly informative to describe an event as "private party" on the calendar. Sophie suggested that it might be helpful to provide villagers with a code - this was agreed and Sophie undertook to do this work. (SW)

b. Policy and Procedure Documents

This matter would be discussed under Hall Management below.

c. Hall Handbook

This work was yet to be completed. (CC)

d. Working Groups and community ownership of communal areas

This work was yet to be undertaken. (IS, SW)

e. Bus Shelter

Work on replacing the shelter had been held up by Brakes' insurers, who had resisted the suggestion that damage may have been caused to the property to which the shelter was attached and hadn't agreed that this should be investigated by a structural engineer. However, they had now agreed that this should be looked at. Hopefully, the repair work would proceed shortly.

f. Fencing around the LPG Tank

The fencing work had now been carried out. However, the resident living adjacent to the walkway had asked for additional fencing to be erected to funnel walkers.

g. Tynninghame Community Heat Project

Ian, Sophie and Danny informed the committee that they had been in discussions with the Community Heat Development Team (CARES), on behalf of the committee, about an initial review into the feasibility of an innovative new community heat solution for Tynninghame Village. If successful, funding may be made available to enable a full feasibility study detailing a system exclusively designed for Tynninghame. The contact with CARES arose from the initial meeting, in August 2023, with Martin Hayman. Nigel Schofield, Andrew Jones (village residents), Danny and Ian met with Martin who is looking at community heat solutions for East Lothian Council. The idea of a water source heat pump solution was proposed at this meeting, but any CARES feasibility study will examine a range of options and remain 'technologically agnostic'.

Generally, this approach aims to find a communal heating solution for as many village properties as possible, with the goal of reducing carbon emissions. There are economies of scale; thus, the more properties that can be served, the better.

It was acknowledged that discussions about a community approach to heating had taken place at TVHCC meetings, community events, and online, but none of this had been minuted. The involvement of the TVHCC now needs to be formalised. It was agreed that Sophie, Danny and Ian would act as a sub-group on behalf of the committee, supporting the group of local residents in advancing the feasibility study with CARES. They would keep the TVHCC and community informed and report back while commissioning a feasibility study from CARES. If the full feasibility study

proceeds, a much broader process of community dialogue will need to be undertaken. (IS, SW, DW)

3. Hall Management:

Hall Governance

Carol reported that Eric and Ewelina's 3 monthly review is now overdue and would be undertaken in the near future. (CC/IS)

A rolling review of Hall documentation had been agreed and this is now in progress. Some documents had been reviewed in August. Carol and Sophie would continue with this work. (CC/SW)

An update of the Hall inventory was now due. Carol would provide Eric with an updated checklist. (CC/EM)

Hall Bookings

A number of issues had arisen since the last meeting:

- a. Clients continue to park their cars in the lane despite having been informed at booking that they shouldn't - it was agreed that we should perhaps ensure that the client sheet is gone over with the client nearer the date of the event to help alleviate this and other difficulties.
- b. There was some discussion on the revision of the charges for Hall bookings. Carol raised the question of an appropriate charge to be levied on local residents who are running a profit making event - this question arose following a recent booking where this had been the case. There were also anomalies in the charges applied to the current regular users of the Hall which should be rectified. It was acknowledged that there are different types of charities and that not all were not for profit. In view of this, a decision should be made on whether to offer our facilities absolutely free of charge to local charities or apply a discounted charge to some. A sub-group, consisting of Carol, Ian and Sophie, would meet shortly to review the pricing of bookings. (CC, IS, SW)
- c. It was agreed that there should be a booking cut off time for holding weekend days for weddings to allow for smaller event bookings in the event that there were no wedding bookings. It was agreed that it was unlikely that a wedding booking would be made as late as 6 weeks before the event. If this was used as a cut off date, the weekend days could then be freed to allow other bookings. (EM)

Hall Maintenance

Andrew MacDonald had completed many of the identified jobs, but there were a number of jobs still to do. He would bill us for all the work on completion of these. He had mentioned to Carol that the flooring was fragile and that the floor boards very thin in places. He thought the flooring should be completely replaced. Some discussion took place on how best to replace this. It was noted that the Hall was a listed building. Sophie

checked on the Historic Scotland Website and confirmed that it was the exterior that was listed, not the interior. It was agreed that we should enquire about the cost of replacing the flooring. (IS)

Carol suggested that in future the Committee/volunteers could perhaps undertake some small repairs, eg painting the kitchen door. She further suggested that the Committee should now consider a more extensive refreshing of the Hall paintwork.

External Appearance/Cleanliness

a. The planters require refreshing - it was agreed that we should buy some plants. (CC)

b. The notice board was in need of replacement. Ian would approach Nick Parry or Ewelina's husband, Carl, for a quote. (IS)

c. The windows require cleaning. Carol thought that the window cleaner hadn't done a good job last time and that we should consider using someone else. (EM)

4. Treasurer's Report:

Ian had suggested at the last meeting that some of the money held in our bank account could perhaps be invested in a short-term, high interest account. Tim had agreed to investigate our options. Ian would ask Tim if there had been any progress with this. (IS)

5. Dunpender Community Council (DCC):

Tynninghame Links Steading Proposal

Danny reported that the DCC had objected to the revived planning application for the redevelopment of Tynninghame Links Steading based on our Community Action and Local Place Plan (CALPP). It was thought by DCC that the buildings should be used for housing rather than holiday accommodation.

CALPP

This has been revised to meet the Council's requirements for registration as a properly developed and fully consulted on local place plan.

Footpaths

The DCC is funding a revised version of the East Linton footpaths leaflet which will incorporate our new Tynninghame paths.

Preston Road

ELC plan to start work in October on a single carriageway for Preston Road in order to widen the pavement at preston Kirk. The road's priority would be from East Linton.

Anti-social behaviour at Linn Rocks, East Linton

A group of youths involved in repeated incidents had been identified to police in April. Following an extreme anti-social incident on 4th July, they had been spoken to by the police and have not been back since. CCTV has been installed.

6. Community Engagement and Events:

Carol tabled the events calendar and reported on the key events.

- a. The Summer Fair on the 18th August had gone well but it was noted that fewer people had attended than in previous years.
- b. The Bridge event held on the 17th September had also gone well - this had been an event, organised by Karine McIvor, to raise funds for a better Hob for the Hall kitchen.
- c. A community apple pressing event, arranged by Danny and Erica, had been held at St. Baldreds on the 22nd September. This had gone well. Another event was planned for October/November. Money for the hire of the required pressing kit was now sought - the Committee agreed to fund this and it would be referred to Tim for payment. (DW)
- d. The Harvest Festival event scheduled for the 13th October was now fully booked and a cancellation list had been created on Eventbrite. Sophie had now provided Erica with the menus. Several people hadn't made their choices from the menu and Sophie would send John the names of these people to chase this up. The Harvest Festival is a joint venture between the TVH and the Community Farm to raise funds. It was agreed that there would be a 70/30% split in favour of the Community Farm. (SW, JC)
- e. The Xmas party, hosted by the Committee, would take place on the 6th December. It was agreed that last year's invitations could be used with a changed date. Carol would discuss this with Erica, who had previously had them printed by East Lothian Printers. Sophie and Rob volunteered to help deliver these. (CC)
- f. It had been previously agreed that a pop-up screen would be purchased. This had not as yet been purchased. John agreed to progress this. (JC)

Any Other Business:

- a. It was reported that there had recently been a problem with a swarm of wasps in the Hall. Amisfield Pest Services had responded quickly and had dealt with the issue effectively. It was agreed that if this situation arose again, in view of the roosting bats in the Hall, we should consult a bat specialist for advice. It was noted, however, that on this occasion the wasps nest and the bats' roost were located quite far apart.
- b. A local resident had brought it to the Committee's attention that the roots of the two large Buddleias growing against the rear wall of the Hall could possibly be damaging the foundations of building. It was agreed that the matter would be referred to Galbraith. (IS)

c. A request had been received from a village resident for the Committee to consider purchasing a bench for the football pitch. This was agreed. It was also agreed that we should replace the vandalised cricket pitch bench. Danny agreed to contact Barry to ask if he would be prepared to make the benches and, if so, ask him for a quote - it was agreed that benches similar to the one Barry had made previously and placed at the entrance to the field would be adequate. (DW)

d. Ian advised that we should canvas village residents for questions for Georgina, Galbraith representative, on the Estate's plans or any matters of concern. Georgina had agreed to attend our village pub night on the 11th October to respond to any questions/concerns. Ian would contact Ali to ask her to include the request for questions in the TVHCC newsletter. Carol would also post a request on the Tynninghame Community WhatsApp. (IS, CC)

e. Carol enquired about key holders - the list of Hall key holders required to be updated. There may be individuals who no longer require a key. Carol would approach Ricky to ask if he still held a key. It was agreed that a new keypad would be purchased and placed at the rear of the Hall, rather than its current position on the back of the notice board. (CC)

f. It was suggested and agreed that we should now be thinking about a xmas tree for the Hall - in previous years this had been donated by a local resident. Enquiries would be made and, if required, one would be purchased. (CC, IS)

Date of next meeting

Monday 18th November at 7.30pm



John Crowther, Secretary

Required Actions:

SW	Work on update/ renew the Website Code for villagers for calendar.
EM	Remind clients near event date not to park in lane Book window cleaner.
IS	Cost replacing Hall flooring. Approach Nick Parry and/or Carl for quote for Notice Board replacement. Speak to Tim re short-term, high interest account for funds. Refer Buddleias at rear of Hall to Galbraith - roots causing damage? Questions for Georgina - contact Ali to canvas on Newsletter.
IS, SW	Working Groups and community ownership of communal areas.
IS, SW, DW.	Community Heat Project
IS, CC	Eric and Ewelina's 3 monthly review.
CC, SW	Continue review Hall documentation.
CC, EM	Update Hall Inventory.
CC, IS, SW	Review of pricing for Hall bookings.
CC	Work on update of Hall Handbook. Speak with Erica re using last year's xmas party invites again this year. Questions for Georgina - request on TVC WhatsApp.
CC, JC.	Purchase plants for planters?
JC.	Purchase pop-up screen for projector. Purchase key safe.
DW.	Speak with Barry re making 2 benches for cricket pitch and football field.
TH.	Invoicing of bookings - meet with Eric to discuss the gathering of the information we require viz, date deposit due, date deposit paid, date balance due, date balance paid.

