

## MINUTES

TRUSTEES MEETING - 7th December 2023 at 7pm

Held at 14 Shore Street, Cellardyke

**In attendance:** Nette Carder, Richard Wemyss, Jessie Barnett, Norrie Hutcheon and Sandy Wilkie

**Apologies for absence** were received from Lorna Hutcheon and Catriona McPherson

It was noted that Elizabeth Dickson, one of the Cellardyke Trust's original Trustees, had stood down as a Trustee on 30th November 2023. The Trustees all expressed their thanks to Elizabeth for her input and contribution to the Trust and particularly to the Sea Queen Festival, in which she hoped to still be involved. Richard will write to her expressing the appreciation of all the Trustees.

Jessie Barnett agreed to be the Trustee representative on the Sea Queen Working Group.

### 1. Minutes of the Previous meeting

The minutes of the previous meeting held on 3rd October 2023 were agreed as a correct record.

### 2. Matters Arising from the Minutes

The accounts were sent to an independent reviewer, known to Lorna. She has raised a few minor issues with the paperwork (none of which related to any financial impropriety). Richard had reviewed the paperwork and remedied the situation. He had then asked Douglas Turner (a retired solicitor) to independently review the accounts. He had been happy with the accounts as presented and had confirmed this to Richard. The Trustees agreed the accounts as reviewed by Douglas Turner.

The accounts and the Trust Annual Report can now be uploaded to OSCR before the deadline of 31st December. Nette will check if the format of the accounts needs to be changed for OSCR, or whether the current format can be used.

On 27th October 2023, a craft afternoon was held, led by Charlotte the Sea Queen. Young people painted stones from the beach. There was then an event in Cellardyke Church Hall on 11th November, where the stones were laid in the church and Bill Motion talked about being a child in Cellardyke doing the wall and

the bomb in Rodger Street. The stones were then laid by the War Memorial in Cellardyke. This was a good event for involving young people.

There has been no further progress on the proposed event around Burns Night to date.

### **3. Treasurer's Report**

In the absence of a Treasurer, Richard presented the Trust's financial situation. The current balance in the bank account was £13,729.47

Each project aims to be self financing and Richard had reviewed the income and expenditure on the projects showing which projects were in surplus or deficit.

All projects were in surplus, apart from the Sea Queen (a deficit of £81.47) and the Trust's general funds (a deficit of £482.68). The change from the last meeting was due a reallocation of funds between the projects. Funds would need to be raised to remediate these two deficits.

The main items of expenditure for the Cellardyke Trust were the costs of the website and for an independent review of the accounts. This equated to approximately £220 per annum.

The costs of the insurance were currently borne by the Sea Queen Festival and the Manx Beauty as much of the insurance required was for these two projects, as well as the Telephone Boxes.

A fundraising event was discussed - which could also publicise the Trust and attract supporters. It would be good to do something which would be family friendly and affordable. Various ideas were discussed - including a family friendly evening ceilidh and something (perhaps involving creative crafts) for children and local people during the day - an event which would draw people in, although would be more of a 'coffee and shortbread' event - rather than a traditional Coffee Morning. The concept of such an event was agreed and Nette would check whether the 27th January 2024 was available at Cellardyke Town Hall. If not, then the event would be postponed until later in the year to enable more planning time.

The issue of Membership of the Cellardyke Trust was discussed. When the Trust was originally set up as a SCIO, it was envisaged as a membership organisation. Three years later, there are very few members outside the Trustee group and the Trust does not have the infrastructure to manage a large Membership list or offer something to Members (for example, a newsletter). Richard preferred the concept of 'supporters' whereby people donated and supported the organisation and its events. The idea of membership might set up expectations that the Trust was unable to fulfil - although there may be issues with our current constitution, which did not identify supporters as a group. Nette agreed to look into the matter and see what our options might be. Sandie agreed to look further into the member/ supporter issue and what might be practicable - and to come back to the next Trustees meeting with a paper.

### **4. Health & Safety - nothing further to report.**

## 5. Projects

**Telephone Boxes** : There will be a launch of the current exhibition in the harbour Telephone Box at the Haven on Saturday 9th December. All are welcome.

The Telephone Box near the Town Hall could do with refurbishment as it is currently leaking. The person who had restored the Harbour Telephone box would be interested in refurbishing the Town Hall phone box, if funds were available. Richard had a copy of the (successful) bid that was made to Fife Council for the Harbour telephone box and would consider making a submission to the council for refurbishment in the New Year.

**Sea Queen** - given the small deficit and the need to plan for the 2024 Sea Queen Festival, Jessie Barnett agreed to apply for funds to the Community Kist and the Norah Webber Trust. Both of these organisations had supported the Sea Queen Festival in the past.

**Manx Beauty** - the bid to the NHLF documentation was circulated to Trustees. An application had been made for the Development phase of the project.

The bid included costings for both the Development Phase and the Delivery Phase. The full project cost - including costing volunteer time, etc. - was £1.3m. The bid for the Development phase was for £16,256 - and there would be a year for the Trust to get ready to submit a further bid for the Delivery Phase. It had not been an easy process working with the NHLF and Richard, supported by Catriona, had put a lot of work into the bid and the bid process.

The Trustees would have to consider whether the organisation had the capacity and capability to deliver such a large project - for example, we did not currently have a Treasurer. There may be other organisations that could help with discussions around this (eg. FVA) and offer advice.

Governance arrangements for the boat post-rebuild needed to be considered. There was a comprehensive Business Plan and costings that Richard had developed, which showed that the Manx Beauty could be a viable enterprise.

The NHLF will make a decision on the Development Bid in January 2024. The Trustees noted the bid and that it had been submitted.

**Memorial Garden** - there had been no further progress on this.

For the benefit of newer Trustees, Richard set out the history of this project. An application had been made to the Silverdykes Liaison Committee for the funds available for Cellardyke as part of the Silverdykes Development by Muir Homes. £400,000 was available in total and details of the spend is available on the Cellardyke Residents Association website:

<https://e-voice.org.uk/cellardyke/chairman-s-update-28-07-2021/>

There had been several applications in the last year of the Silverdykes Liaison Committee and the Cellardyke Trust had been allocated £15,000, although the

original bid for was £45,000. Organisations do not receive any monies themselves, they are administered by Fife Council. The Trust's idea was to develop a stone memorial bench, which would include cast hands - so that those sitting on it could be literally and metaphorically in the hands of the community.

Since the original bid, the land originally envisaged for the Memorial bench was no longer available. In addition, Elizabeth Dickson had now stood down as a Trustee and the original idea was hers. There had been little further progress on this project since funds were allocated.

The usage of the SLC funds were now overseen by the Community Council - which has recently been reconstituted - as the Silverdykes Liaison Committee had been disbanded. Although we had not received any requests for a progress report from the Community Council, the Trust would need to make a decision as to whether it would now progress this project. If not, the allocated funds would be redistributed to other projects in Cellardyke for the benefit of the community. Trustees agreed that a decision on this would need to be made by the 2024 AGM.

## **6. Any other Business**

There was no other business.

### **Date and Time of Next Meeting :**

Two dates were set : Tuesday 11th January 2024 for a planning meeting for the 'Burns event' - to be confirmed once the availability of Cellardyke Town Hall had been ascertained.

**Thursday 22nd February 2024 at 7pm - Trustees meeting.**