**Upper Eskdale Development Group**

**Board of Trustees**

**Meeting Minutes**

**Sunday, 12th March 2023**

**Attending:** Ernie Buck, Nancy Chinnery, John Darwell,Jakki Gunn (Chair), Colin Nicoll, Lisa Warden

 - Lara Porter and Adrian Solomon

**Apologies:**Carol Bennett, Ani Lhamo, Julie Macleod

**Minutes of the last meeting, 12th February 2023**.  Minor administrative amendments made to a time. Nancy moved and Ernie seconded the motion to accept the minutes.  The motion was carried.

1. **General Administration (incorporating ODM report)**

Lara prepared her report using the UEDG objectives and business plan as a guide; the group agreed this helped us to focus on relevant information and made the meeting more action focused. Points actioned were:

* Hub running short of logs, Lara will contact Steven Skelton who we are informed has a supply for sale.
* Bookshelves being delivered on 13th March so that the library can be moved downstairs. Help required to assemble and clear the upstairs room in readiness for the new tenant to take up their short term lease. Jakki, Nancy, John (Chinnery) and Lisa will help.
* New tenant will be selling vintage clothing online with stock held in the room upstairs. Some concern has been raised about a possible odour from older clothing. Lara will monitor and deal with if required.
* Village spring clean planned, council will provide refuse sacks etc. All members present agreed to support. This to include a general tidy up around the Hub…date to be decided and disseminated.
* Accommodation discussed. ESMP Hall still willing to discuss bunk house type accommodation. Lara has also been in discussion with a local landowner to see if some land can be leased for possible temporary accommodation such as camping. Colin agreed to take an active role with this piece of work.
* Lara has a meeting with Shelley Bell from the council to discuss the development of the village and it’s shared spaces as a whole. The Board feels there is a need to integrate the activities of the ESMP Hall and Hub; to provide a more cohesive approach to supporting the residents of the area.
* First aid training has been organised for local residents, to include automated defibrillator. Board members invited to participate. Taking place on Monday 20th March 13.30 - 16.30.
* Discussion about readiness of flood defence equipment in the event of a flood. John and Ian (Warden) will reorganise the shed so equipment is accessible and ensure that all tools required are present. They will also make a plan as to who/how/when the decision is made to activate the flood barriers. SEPA are coming to meet Lara and review the flood risk from the river and the burn to see if remedial action needs to be taken.
* Request from local resident to purchase old, unused wrought iron fencing down the side of the building. Approved by board.
* Adrian presented the financial report including the final figures for 2022 year end. There was an overall loss of £21,361.30. This was despite brisk sales figures; however energy costs and unexpected HR costs contributed to removing a profit. A discussion was held around reviewing price points and benchmarking against other venues. Adrian will also look into the possibility of using other banking methods to attract interest on money in the bank. Signage/advertising to attract more customers may be effective and will also be considered.

**2) Trustee Training**

Training on Tuesday 21st March at 18.30. This will be on Zoom and will be set up at the Hub. If board members wish to connect from home, please let Jakki [chair@eskdalemuir.com] know so that she can send an invite.

**3) Treasurer**

Krista has declined the role. Alli from Cote may still be interested…Jakki will approach her.

**4)** **EEA**

Funding application for the development of the upstairs space is ongoing. The possibility of creating a wet room was discussed, this could prove useful further down the line if accommodation was created for the Hub. Nancy will take back to the group and she also continues to source possible replacement chairs which are both practical and comfortable.

**5) Garden Club**

Nancy hoping to submit funding application by the end of this week. Lisa has requested a quote from a fencing contractor to replace fencing as required and to provide a gate on the south side. This will then be submitted with the funding application. Lisa is also applying to Wickes DIY store as they have a community fund for projects. This would be for materials rather than a grant. The group is meeting on the 22nd March to move blackcurrant bushes from the allotment (donated by a local resident) to the garden. A general spring clean will also take place outside at this time. All board members invited to attend.

**6) ESMP Hall**

Ernie provided 3 dates for the diary:

* 7th May - King’s Coronation celebration
* 8th July - Couples Quiz
* 19th August - Band

**7) Any Other Business**

The board once again discussed the fact that not every member can attend on a Sunday morning. Other days and times were put forward however Sunday at 10am was the time that enabled the most board members to attend. A vote was taken and decision made to continue on 2nd Sunday of the month at 10am, however for subsequent meetings we will endeavour to set up a Zoom link to see if that is helpful.

Due to Easter next month, moving the meeting will mean them falling 3 weeks apart. It was proposed that the April meeting is cancelled and the Board next meet on Sunday 14th May at 10am. Lara will still email us her report in April so that we are all aware of what is going on, and if any urgent matters arise in the meantime she will contact us via the usual channels. The motion was carried and therefore we will next meet on 14th May at 10am (with Zoom link to be arranged).