



**Preston and Abbey Community Trust  
Minutes of the Ordinary Meeting  
Held at Abbey St Bathans Village Hall  
18 April 2024 at 18:30**

Ref	Present: James Robson (Chair), Dianne Repsch (Treasurer), Pip Chandler, Keith Dickson, Victoria Dobie, Ian Repsch, Limor Wolfe  Apologies: James Dobie  Administrative Officer: Kat Chisholm	Action
1.	<p><b>Welcome</b></p> <ul style="list-style-type: none"> <li>• JR opened the meeting and thanked everyone for attending.</li> </ul>	
2.	<p><b>Introductions and Apologies</b></p> <ul style="list-style-type: none"> <li>• JR noted apologies from James Dobie.</li> </ul>	
3.	<p><b>Conflict of Interest (VD)</b></p> <ul style="list-style-type: none"> <li>• Conflicts with agenda items: Abbey St Bathans Village Hall (Item 6) – LW.</li> </ul>	
4.	<p><b>Minutes from Last Meeting (<i>paper attached P1-180424</i>)</b></p> <ul style="list-style-type: none"> <li>• Approved by all Trustees in attendance.</li> </ul>	
5.	<p><b>Action Log Review (<i>paper attached P2-180424</i>)</b></p> <ul style="list-style-type: none"> <li>• PACT8 (ABST village hall ownership): On Agenda (Item 6).</li> <li>• PACT38 (Community Communications Strategy): On Agenda (Item 9).</li> <li>• PACT52 (Change to Constitution and Proxy Voting): On Agenda (Item 15).</li> <li>• PACT61 (Young People’s Group): Ongoing.</li> <li>• PACT65 (COAP Flyer): On Agenda (Item 9)</li> <li>• PACT70 (PATHS Project): Ongoing.</li> <li>• PACT71 (Community Windfarm Ownership): On Agenda (Item 14).</li> <li>• PACT74 (Community Prize Draw): Ongoing.</li> </ul>	

	<ul style="list-style-type: none"> <li>• PACT78 (Preston Village Hall Project): On Agenda Item 13.</li> </ul>	
<b>6.</b>	<p><b>ABVH ownership (JR)</b></p> <ul style="list-style-type: none"> <li>• JR confirmed that the PACT Trustees have approved the ABVH gift of improvements.</li> <li>• DR confirmed that the amendment to the PACT accounts confirming the Village Hall transfer/gift for the year ending 31.03.24 has been approved by the accountants. VD agreed to send the accountants confirmation email to Gillion Dobie.</li> <li>• The Trustees agreed to close the ongoing action log on this matter as it is now completed.</li> </ul>	<p><b>VD (PACT81)</b></p>
<b>7.</b>	<p><b>Treasurer's Report (DR) (papers attached P3-210324)</b></p> <ul style="list-style-type: none"> <li>• The PACT financial statement, projected funds, Aikengall and Penmanshiel spreadsheets for the period 01/04/2023 to 31/03/2024 were circulated prior to the meeting.</li> <li>• The PACT bank balance as of 31/03/2024 stands at £161,484.80.</li> <li>• DR reported that the Quixwood funds of £37,725.36 was received for the ABVH resilience project on 11/03/2024 and £25,000 from Aikengall on 31/03/2024.</li> <li>• DR has sent the required forms to Triodos in order to add VD and PC as signatories to the bank account.</li> <li>• VD agreed to prepare an update report for Quixwood and hoped to commence a conversation with Naomi Stevens replacement.</li> <li>• The Board discussed budget priorities and funding allocation procedures and guidelines for the new financial year. DR agreed to put together a budget for the new financial year and circulate this to all Trustees for comments by the end of May 2024.</li> </ul>	<p><b>VD (PACT82)</b></p> <p><b>DR (PACT83)</b></p>
<b>8.</b>	<p><b>Website updates (KD)</b></p> <ul style="list-style-type: none"> <li>• KD reported the website developer has now completed all outstanding updates, payments have been made and the site is up and running.</li> <li>• The old PACT and ABPCC websites are in the process of being re-directed to the new community website and material will be archived. There was a brief discussion on whether or not the PACT site should be permanently closed. KD suggested that the website developer can report on traffic to the site in order to determine the best course of action. He suggested re-visiting this later in 2024.</li> <li>• DR and IR have been busy updating the site and fixing issues as they find them. There was concern that events at the village halls weren't being publicised. It was agreed that DR would have a discussion with Lucy Forrest from Preston Village Hall on the best way to support the publicity of the village hall activities and events.</li> </ul>	<p><b>DR (PACT84)</b></p>

9.	<p><b>Community Communications Strategy (KD)</b></p> <ul style="list-style-type: none"> <li>• DR reported that the “Community of Abbey St Bathans, Bonkyl and Preston Newsletter” has been published and distributed to the local community. The feedback has been extremely positive and it was agreed that the newsletter should go out quarterly and a budget of £3200.00 per annum be put aside for the publication and distribution of the newsletter.</li> <li>• KD reported that all PACT and ABPCC Mailchimp subscribers had been contacted to let them know that the PACT and ABPCC Mailchimp mailing lists would be combined and replaced by one mailing under the “Community of Abbey St Bathans, Bonkyl and Preston.”</li> <li>• At a previous meeting it was agreed that a poster and flyer for COAP would be created to improve awareness of the website/funding, providing a link and QR code for easy access to a feedback page on website. PC presented a mock-up of this poster at the last Board Meeting and it was agreed that both PACT and ABPCC logos will be used on the poster/flyer. PC agreed to make the changes and circulate to Trustees for approval in due course.</li> <li>• The requirement for having 2 Facebook pages for PACT and APBCC was discussed. In order to avoid duplication, it was agreed to have a new COAP page and KC agreed to manage the updates.</li> <li>• The Trustees discussed how to best highlight the community benefits on offer on the new website. It was agreed that finding these benefits on the new website wasn’t straightforward and different ideas to improve this were discussed. As an easy solution isn’t readily available the Trustees agreed to give this some more thought and discuss again in the future if necessary.</li> </ul>	<p><b>KD/IR/DR (PACT38)</b></p> <p><b>PC (PACT65)</b></p>
10.	<p><b>Local Place Plan - (KD)</b></p> <ul style="list-style-type: none"> <li>• KD will formalise a contractual agreement with Wendy Reid, with agreed deliverables and stages and circulate this to the Board.</li> <li>• KD agreed to present proposals at the June 2024 Board meeting to include: (a) a new working document that consists of a summary of the feedback from the two Community Consultations in 2023 and how this more recent feedback ties into the original community action plan; (b) provide examples of what a local place plan could look like taking examples from similar sized communities and providing something that was easy to communicate to the community; (c) provide details on what Scottish Borders Council would be looking for from a Local Place plan.</li> <li>• KD is still formalising The Local Place Making Working Group which will be made up of up to 6 persons. A Mailchimp will be sent out to the community asking for volunteers to join the group.</li> </ul>	<p><b>KD (PACT85)</b></p> <p><b>KD (PACT86)</b></p>
11.	<p><b>Community Events (DR)</b></p> <ul style="list-style-type: none"> <li>• DR reported that Mucky Pups Messy Play did not get back to her with regards to the previously approved event on the 14th April. She expressed concerns over the current approval process for events which can delay the events team confirming events with</li> </ul>	

	<p>providers. She suggested that multiple events be approved so she can schedule more efficiently if one event doesn't work out. The Board of Trustees agreed to this proposal and that all children's events would be free to residents and funded by PACT while adult events would be covered by fundraising or sent to ABPCC (workshops).</p> <ul style="list-style-type: none"> <li>• DR outlined future event possibilities for children which included: Duns Swimming pool event, Abundant Borders (outdoor cookery options), First Aid for children, Mindfulness for Children, and Boogie Beats (£120/session). The Trustees approved the Children's events which cost in the region of £100/£200 per event. Once events have been confirmed DR will update the Trustees by email.</li> <li>• The Trustees agreed that a quiz night should be held 4 x per year, with two quizzes held in each Village Hall.</li> <li>• DR has various ideas for fundraising evenings for adults such as games nights, a ceilidh &amp; supper evening and social evenings which the Trustees approved. It was also agreed that PACT should hold a major fundraising event.</li> <li>• It was agreed that PACT would fund the automated external defibrillator (AED) training and take this over from ABPCC. It was agreed that PACT would fund First Aid Training.</li> </ul>	
<p><b>12.</b></p>	<p><b>Grant Applications (paper attached P6-210324)</b></p> <p><i>DunsPlayFest (VD) (paper attached P5-180424) -</i></p> <ul style="list-style-type: none"> <li>• The Board approved the application for funding of £5,000 to come from Aikengall subject to: (a) a ticket price reduction of 50% for area residents and (b) distribution of flyers to area residents publicising the programme and giving a code for the ticket reduction.</li> </ul> <p><i>Community Grant Application Subcommittee (paper attached P6-180424)</i></p> <ul style="list-style-type: none"> <li>• VD outlined the procedures for the newly formed Community Grant Application subcommittee. This subcommittee is delegated by the Preston and Abbey Community Trust (PACT) Board and also reports to the Abbey St Bathans, Bonkyl and Preston Community Council (ABPCC).</li> <li>• The committee consists of: Victoria Dobie (Lead), Carol Dickson (Administrative Officer), Pip Chandler (ABPCC), Limor Wolfe (PACT), Elaine Burns (Lay Representative), Tracy Robertson (Lay Representative).</li> <li>• The Subcommittee will report to the PACT Board of Trustees and the Abbey St Bathans, Bonkyl and Preston Community Council (ABPCC) with an update of activities at each Board and APBCC meeting. No decisions on approval of grant funding will be made by this subcommittee. Approval of applications for grant funding can only be made by APBCC or the PACT Board regarding the funds for which they are respectively responsible.</li> </ul>	
<p><b>13.</b></p>	<p><b>Community Projects</b></p> <p><i>Preston Village Hall Project - update (JD)</i></p> <ul style="list-style-type: none"> <li>• In JD's absence VD updated the Trustees on progress to date with an email summary provided by JD.</li> </ul>	

	<ul style="list-style-type: none"> <li>• JD reported that the Community Consultations are now complete with the planning application approved by Scottish Borders Council.</li> <li>• Community and Renewable Energy Scheme (CARES) application for inclusion has been approved.</li> <li>• Following site visits Munro Wilson Ltd and Geo Warmth Ltd are preparing quotes for solar, battery and heat pump installations at the hall.</li> <li>• Contact has been made with Eckford Village Hall to discuss their successful experience working with Business Energy Scotland and receiving funding from CARES to appoint Geo Warmth to install an air-to-air heat pump in their hall. Business Energy Scotland preparing are now in the process of producing a (free) energy assessment report for Preston Hall.</li> <li>• Marsh and Riddell (Chartered Surveyors) have completed the Feasibility Cost Plan for alterations to Preston Village Hall which outlines improvements and alterations to the hall coming in circa £200,000 + VAT. A meeting is scheduled for Tuesday 23rd April 2024 between the PACT sub group and David McKnight (Richard Amos Ltd) to discuss the Feasibility Cost Plan.</li> <li>• It is hoped that the scope of works will be agreed by PACT in May and the Building Warrant application submitted and Tenders obtained to carry out the project. It is hoped that building work can commence in August 2024.</li> <li>• It was agreed that JR and VD will meet up with JD to discuss this update in more detail and provide an update in June 2024.</li> </ul>	<p><b>JD (PACT78)</b></p>
<p><b>14.</b></p>	<p><b>Wind farm Communications</b></p> <p><i>Community Ownership – update (VD/JR) -</i></p> <ul style="list-style-type: none"> <li>• JR confirmed that he will be writing to Monashee before the next Board meeting in June.</li> </ul> <p><i>Department of Energy Security and Net Zero meeting (JD/VD)</i></p> <ul style="list-style-type: none"> <li>• VD reported on a successful meeting with the Department of Energy Security and Net Zero who were looking for feedback on community windfarm benefits, community ownership and how this could be rolled out to other communities throughout the UK.</li> <li>• The Board approved an additional expenditure for the catering budget for this meeting from £130.00 to £150.00.</li> </ul>	<p><b>VD/JR (PACT71)</b></p>
<p><b>15.</b></p>	<p><b>PACT Charitable Purposes (VD) (papers attached P7-180424)</b></p> <ul style="list-style-type: none"> <li>• The Trustees discussed a summary paper prepared by VD on the Board of Trustees recent discussions on PACT’s charitable purposes.</li> <li>• PACT’s current charitable purpose is the advancement of citizenship or community development. The PACT Trustees have suggested we further adopt the following purposes: <ul style="list-style-type: none"> <li>(a) the prevention or relief of poverty</li> <li>(b) the advancement of education</li> <li>(c) the advancement of health</li> </ul> </li> </ul>	

	<p>(d) the provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended</p> <p>(e) the advancement of environmental protection or improvement</p> <p>(f) the relief of those in need by reason of age, ill-health, disability, financial hardship or other disadvantage</p> <ul style="list-style-type: none"> <li>• There was considerable discussion on the wording that will need to be utilised for OSCR and the process of approval. DR outlined the correct procedure to ratify these changes. Firstly, PACT have to complete An Application for Consent to Change Constitutional Purposes form and send this to OSCR along with the current constitution and the proposed amended constitution. Once OSCR has consented to the amended purposes of the Constitution, PACT should contact our funders, RES, CWP and Quixwood and ask them to confirm that they have no objections to the amended Constitution. Once consent is received from the funders the PACT membership should hear and vote on the amended Constitution at a public meeting.</li> <li>• It was agreed that LW, VD and DR will review the current constitution and agree on changes to implement (rules on proxy voting, AGM timelines, online meetings etc), prior to contact with OSCR.</li> </ul>	<b>LW/VD/DR (PACT52)</b>
<b>16.</b>	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• The Board of Trustees approval payment of an invoice submitted by Melrose and Porteous for £878.00 for legal work on the title for the Abbey St Bathans Village Hall. JR agreed to forward the invoice for DR for payment.</li> </ul>	
<b>17.</b>	<p><b>Next Meeting</b></p> <p>6.30pm Thursday 20<sup>th</sup> June, Preston Village Hall</p>	