



**Preston and Abbey Community Trust
Minutes of the Ordinary Meeting
Held at Abbey St Bathans Village Hall
11th December 2024 at 18:30**

Ref	Present: James Robson (Chair), Victoria Dobie (Secretary), Dianne Repsch (Treasurer), Pip Chandler, Keith Dickson, James Dobie, Ian Repsch. Apologies: None Administrative Officer: Kat Chisholm	Action
1.	Welcome <ul style="list-style-type: none"> • JR opened the meeting and thanked everyone for attending. 	
2.	Introductions and Apologies <ul style="list-style-type: none"> • JR noted no apologies. 	
3.	Conflict of Interest (VD) <ul style="list-style-type: none"> • VD confirmed that the Conflict of Interest Register was updated in December 2024 by all Trustees along with a renewed agreement by Trustees to abide by the PACT Code of Conduct. • KD noted conflict with Item 12 (Administrative support for Grants Subcommittee). 	
4.	Minutes from Last Meeting (paper attached P1-111224) <ul style="list-style-type: none"> • Approved by all Trustees in attendance. • VD confirmed that the changes in the PACT constitution have been approved by OSCR and the Charity Register has now been updated to reflect this. 	
5.	AGM Minutes 17.10.24 Draft Approval (VD) (paper attached P2-111224) <ul style="list-style-type: none"> • Approved by all Trustees in attendance subject to the addition of James Robson's name on the members attendance list. 	

	<ul style="list-style-type: none"> The AGM Draft minutes will be approved at the AGM in 2025. Until then all Trustees agreed that the draft Minutes should be published on the website. 	
6.	<p>Action Log Review (paper attached P3-111224)</p> <ul style="list-style-type: none"> PACT65 (COABP Flyer/Logo): It was agreed that a standalone COABP flyer and QR code was no longer required due to the regularity of the community newsletters. It was agreed to close this specific action. The Trustees were all in agreement that a new COABP Logo was required. DR agreed to circulate the proposed logo design to the ABPCC and PACT Trustees for feedback with the view to obtaining an agreement before the February 2025 meeting. PACT70 (PATHS Project): On Agenda (Item 15). PACT78 (Preston Village Hall Project): On Agenda (Item 13). PACT86 (Local Place Plan Update): On Agenda (Item 10). PACT92 (Review of Accountancy fees): On Agenda (Item 7). PACT96 (Mailing list review): DR has had comments back and the updated list will be finalised shortly. Agreed to close. PACT97 (PACT Member sign up on website): DR/IR/VD to discuss and report back in due course. PACT98 (Changes to ParentSpace course): VD to confirm costs for new delivery of ParentSpace courses and ask applicants to approach the Village Hall directly for hall hire rates. PACT99 (Website Update: Archery Club benefits): DR and IR will ensure this is added to the community website in due course. Agreed to close. PACT100 (Attendance at Crystal Rig consultation event): On Agenda (Item 14). PACT101 (Aikengall Grant payment): On Agenda (Item 14). 	
7.	<p>Treasurer's Report (DR) (papers attached P4(a-f)-111224)</p> <ul style="list-style-type: none"> DR reported, prior to the meeting, on the PACT financial statement, projected funds, Aikengall and Penmanshiel spreadsheets for the period 01/04/2024 to 30/11/2024 which were circulated prior to the meeting. The PACT bank balance as of 30/11/2024 stands at £ 255,118.43. 	

	<ul style="list-style-type: none"> DR confirmed receipt of the 2024 Accountancy fee invoice. She agreed to discuss future costs directly with the accountants, along with JR, and report back in due course. 	DR (PACT92)
8.	<p>Website/Mailchimp/Social Media (IR/DR/KC)</p> <ul style="list-style-type: none"> It was agreed that the current PACT membership joining process on the website could be improved to clarify membership and mailing list sign up on the membership form. VD agreed to discuss this with DR and IR. The Trustees discussed what type of community information should be put on different social media platforms (Facebook and Mailchimp). It was agreed that Facebook is a better option for general community posts (lost pets, wider promotion of local events, etc.). 	VD/IR/DR (PACT97)
9.	<p>Community Communications (DR)</p> <ul style="list-style-type: none"> DR confirmed that the winter fuel support postcard, approved by ABPCC, will go out with the winter newsletter before Christmas 2024. The newsletter will highlight achievements over the past year. 	DR (PACT65)
10.	<p>Local Place Plan (KD)</p> <p><i>Housing Survey (paper attached P5-111224)</i></p> <ul style="list-style-type: none"> The Trustees discussed the Housing Survey circulated prior to the meeting. KD advised that Wendy Reid will be meeting up with South of Scotland Community Housing (SOSCH) who prepared this report to discuss the contents in more detail. Much of the information contained within the report can be used for the community local place plan, specifically in addressing housing needs for the community. <p><i>Consultancy for Report (paper attached P6-111224)</i></p> <ul style="list-style-type: none"> KD confirmed Scottish Borders Council have allocated £6,000 of funding to assist in the preparation of the writing of the local place plan. Initial costs to fully prepare the local place plan have been obtained but there is work to be done on fully examining costs vs requirements. KD, VD and Wendy to examine this further and to update the Trustees in due course on costs. 	KD (PACT86)
11.	<p>Community Events (DR)</p> <p><i>Children's Christmas Pool Party 08.12.24</i></p> <ul style="list-style-type: none"> DR reported that the event was attended by 22 children. Each child was given a Christmas present. The Trustees approved a donation of £50 to Duns Rotary Club for supplying Santa and Elves. <p><i>Burns Supper 25.01.25</i></p>	

	<ul style="list-style-type: none"> • The Trustees agreed that the event should be promoted by DR in the December newsletter “welcome” section. • The Trustees agreed that DR should obtain a licence for this event (£10.00) with proceeds of any drink sales to go to the Duns Food Bank. • The Trustees approved funding for a two course Burns Night supper and some table decorations. 	
12.	<p>Grant Applications (paper attached P7-111224) (VD)</p> <ul style="list-style-type: none"> • VD advised that there were minimal changes to the main grant application spreadsheets. <p><i>Grant Applications Subcommittee Activity (paper attached P8-111224)</i></p> <ul style="list-style-type: none"> • The Trustees thanked VD for the update report and no further comments from the Board were made. <p><i>24-11-01-Berwickshire Youth Piping Drumming (Email approval)</i></p> <ul style="list-style-type: none"> • Prior to this meeting the Trustees discussed, by email, the application submitted by the Berwickshire Youth Piping and Drumming Foundation for the sum of £2000.00 towards tuition to primary school pupils and students at Berwickshire High School. • The Board approved the application for a reduced amount of £500.00 by email on 28/11/2024 with the funds coming from Aikengall. <p><i>Swimming subsidy (for information DASC increase in fees)</i></p> <ul style="list-style-type: none"> • VD advised that the Duns Amateur Swimming Club have increased fees as of 1st December 2024 from £42/per month to £48/per month. VD confirmed that the cost of the fee increase remains within our budget. • The Trustees agreed that the increased cost to be included in invoices for the 2024/2025 year. <p><i>Administrative support for Grants Subcommittee</i></p> <ul style="list-style-type: none"> • KD noted a conflict of interest and did not take part in the discussion. • It had been agreed at a previous meeting on 15/08/24 that PACT should contribute £100.00 per month to cover administrative costs of the Grants Subcommittee and to review this at the December 2024 meeting. • The Trustees discussed the ongoing arrangement and agreed to fund further administrative support for another year at £100/month with a review in December 2025. <p><i>Preston Village Hall Grant Applications 2023 and 2024 (paper attached P9-111224)</i></p> <ul style="list-style-type: none"> • The Trustees reviewed the Preston Village Hall financial summary for 2023 and 2024. The Trustees approved the £5000.00 annual village hall grant for 2023/2024 and 2024/2025. <p><i>Village Hall Grant guidance (paper attached P10-111224)</i></p>	

	<ul style="list-style-type: none"> VD reviewed changes to the Village Hall Grant guidance. The halls will be asked to submit expenditure over the previous year (1st October to 30st September) and the application to PACT for the grant should be submitted within six months of it becoming available (i.e. by the 1st April of the following year). 	
13.	<p>Community Projects</p> <p><i>Preston Village Hall Project</i></p> <ul style="list-style-type: none"> JD advised that work has commenced and JD/JR will visit the site on Friday 13th December. VD has secured a further £20,000 grant from Scottish Borders Council to pay for the installation of a heat pump which needs to be installed and commissioned by the end of February 2025. Geowarmth have committed to the installation and commission of the heat pump before that date. The Trustees agreed to organise a funders lunch for January 2025. VD agreed to organise this. KD raised concerns about access to resilience equipment during the Preston Village Hall refurbishment. It was agreed that he would take this forward with the appropriate people to see if a solution can be found. <p><i>Advanced driving lessons for the older driver</i></p> <ul style="list-style-type: none"> The Trustees discussed offering advanced driving lessons to over 60's in light of previous support for younger drivers. It was agreed to fund this benefit to over 60's initially and if the uptake is low to widen the age range. 	JD/PC (PACT78)
14.	<p>Wind farm Communications</p> <p>Crystal Rig Community Consultation (VD/KD)</p> <ul style="list-style-type: none"> KD and VD attended the consultation event regarding the repowering of Crystal Rig I. There was little to report at this stage. <p>Aikengall Ila Community Benefit (VD)</p> <ul style="list-style-type: none"> The Trustees agreed that VD will draft a letter enquiring about community benefit funds from Aikengall Ila and send to JD/DR/JR for comments. The Community Council has agreed that the letter should be sent to CWP by KD on their behalf. <p>Recent Aikengall grant payment</p> <ul style="list-style-type: none"> DR will update once a breakdown from Rob Fryer is received. 	VD (PACT100) VD (PACT102) DR (PACT101)
15.	<p>Paths Update (KD)</p> <ul style="list-style-type: none"> KD advised that a quote from the Council for circa £300,000 has been received for a footpath from Preston to Cumledge Mill. It was agreed that once the work at Preston Village Hall is completed that this can be picked up. Trustees agreed this specific quote from the Council was non-viable. 	KD (PACT70)

16.	<p>Any Other Business</p> <ul style="list-style-type: none"> • PC discussed the possibility of Environmental Health Training for those using the village halls. It was agreed that the volunteers involved in PACT events should have training at £12/per person. • The Trustees discussed the impact on events/classes at Preston Village Hall during the refurbishment project. It was agreed that groups would be welcome to make an application to PACT to cover any increased costs in holding these events elsewhere. 	
17.	<p>Future Meeting Dates</p> <p>To be held at Abbey St Bathans Village Hall, at 6.30pm for the foreseeable on the following dates:</p> <p>Thursday 20th February 2025 Thursday 17th April 2025 Thursday 19th June 2025</p>	