

## CCC management committee meeting 14<sup>th</sup> June 2021 (Zoom)

*Present: Bill, Diane, Frank, David, Sheila P, Ian, Liz*

*In attendance: Sian*

*Note that some regular agenda items had been omitted in order that the committee could give most of the time scheduled for the meeting to a full discussion of the rebuild/Westfield House options.*

1. Declarations of interest – n/a
2. Apologies – Scott Douglas, Hugh Thomson, Neil Archibald, Robert Hyder, Tony Allan
3. Minutes of May meeting – approved (proposed Bill, seconded Ian)
4. Matters Arising

The Finance sub-group had not yet met and there were various concerns about the lack of financial information. David would download online banking statements to facilitate reporting in the mean-time. Ian offered his QuickBooks skills.
5. Staffing

A staffing review was almost complete, and a separate meeting would be held at a later date to discuss with the management committee.
6. Manager's report (report circulated – Sian)

Sian talked through some of the points from her report, including the return to the Hub of some regular groups, and the planned summer taster sessions week from 25<sup>th</sup> June.  
Frank asked about shop progress, and Diane and Liz reported that the shop had been busy – Liz asked if the door could be propped open on warmer days to aid ventilation. David reported that he had banked £1265 for May and £1100 so far for June.
7. Rebuild / Westfield House discussion

Frank reported on a meeting he had attended along with others on the management committee (Bill, Tony and David) and Council officials. The library were to create a specification for Westfield House and CCC should propose either leasing or buying the building.  
There would be a follow-up meeting on 25<sup>th</sup> June, which representatives of the Community Council and the Corstorphine Trust (Steve and Jane Kerr) would also attend.

Bill reported that all the surveys and valuations he had been arranging were now complete. Frank had requested a meeting with the Scottish Land Fund to ask for funding.  
Westfield House had been valued at £1.6 million and the estimate for the cost of refurbishment was £400,000.  
There was some discussion about whether the existing library specification was detailed enough, and how it could be made more useful.  
Contact had been made with the Dementia Group and the After School Club, and Frank would contact the Lit in Robert's absence. The Dementia Group estimated that they would require about half the ground floor area in Westfield House. The After School Club were willing to consider a location on the first floor, and were also particularly interested in the possibility of outdoor space.  
Sian reported that the dance group were interested in space in Westfield House and would not require exclusive use of any space.  
Frank would follow up with the Scottish Land Fund, the Dementia Group and the After School Club as well as the library.

There was some discussion about financing the refurbishment. Bill would follow up on getting an estimate of possible costs.  
Frank suggested other relevant committees, such as the Lit, should join forces with the CCC management committee to take forward the building/refurbishment project.

There was a short discussion about the Hub premises and how much longer they can be used. McTaggart and Mickel had communicated about timescales to the Community Council but not to CCC.

The estimated price for the Kirk Loan site, if sold, would be about £450,000 (or £500,000 with planning permission for housing).

8. AOCB n/a

9. **Date of next meeting Monday, 12<sup>th</sup> July 2021**