

CCC management committee meeting 10th May 2021 (Zoom)

Present: Bill, Diane, Frank, Neil [from Rebuild item onwards], Robert, David, Sheila P, Ian, Tony, Liz

In attendance: Sian

1. Declarations of interest – n/a
2. Apologies – Scott Douglas, Hugh Thomson, Neil Archibald (present from Rebuild item)
3. Minutes of April meeting – approved.
4. Matters Arising – n/a
5. Sub-groups
 - (a) Charity shop (report circulated – Ian)

The shop had re-opened earlier that day with takings of £143. Donations were on hold until further notice. Deep cleaning and volunteer tours had taken place ahead of re-opening.
 - (b) People – Staffing report circulated (Neil).
 - (c) Rebuild / Westfield House (report circulated – Bill)

Bill commented that CCC should find out as soon as possible whether it was likely that the library might be in a position to share Westfield House, since this would affect planning and design options.

Frank had met virtually with a City of Edinburgh Council official and a workshop meeting had been scheduled for 26th May for all concerned, including library and CCC representatives. Bill, Tony, Frank and Sian to meet beforehand to discuss.

Robert asked whether previous core tenants of the Hall might return, although in some cases the space might no longer be viable for them. Frank said contacts with previous tenants were in hand as part of the creation of a sustainable business plan.

Tony commented that obtaining money from the Scottish Land Fund depended on the transfer of the building being a purchase rather than a lease agreement.

Robert asked if there was any point in re-applying to the Big Lottery Fund but this was generally agreed not to be a viable way forward.

Re core tenants - Sian had contacted La Belle Arts to ask if they might be interested. It was possible that the After School Club might be content to stay where they were at present.

Frank had emailed the Dementia group.

Bill was following up the valuation of the Hall site.

[Neil joined the meeting during this item]
 - (d) Food bank (report circulated – Tony)

The food bank itself had stopped its operations on 28th April. Fiona was working on other types of support with specific clients. It wasn't clear whether an ongoing resource would be required.

A short discussion took place on whether CCC should retain a small amount of emergency foods, and Tony felt it would be useful to keep some but any excess could be donated to other foodbanks. Sian mentioned that someone at the Old Parish Church was involved in the repatriation of UK citizens who had nothing and might be glad of the supplies. Frank agreed this was feasible as long as CCC did not need the space for other activities.
 - (e) Finance

The finance sub-group had not yet met, but Hugh had sent in various figures. Frank said a sub-group meeting was needed, mostly to discuss technicalities. Robert queried the total amount shown under savings, which he felt was under-stated. He would also attend the next sub-group meeting to discuss further, as well as drawing up end-of-year figures and interest amounts for the savings accounts.

An advertisement for a new treasurer would appear in the next Grapevine. Neil suggested sharing out some of the treasurer tasks among others on the committee. Although Sheila Haw had taken on the day-to-day banking etc, she did not wish to attend meetings. Various other suggestions were made, which included seeking advice from the accountancy firm on the corner of Station Road [TaxAssist] and possibly looking for an accountancy student as this had been useful in the past.

(f) Programming/communications – Sian

Much of the programming information had been incorporated in Sian's Manager's report (see below, item 7)

6. Treasurer's update

See above, item 5(e)

7. Manager's report (report circulated – Sian)

Much of this report related to programming. Sian summarised the highlights. Several activities had re-started or were about to re-start in the Hub, though the Men's Shed group was still meeting at the Chinese Manor, the Craft group at Costa Coffee and the Lunch Club at the Torfin.

A babies' club was due to start in the Hub meeting-room on 17th May, and there had already been a meeting of the youth drama group there, with some youth work activity in the car park. The walking group was expanding, and there was some demand for short-distance walks. The Gentle Exercise group was to start up in the Community Church hall, with a cost of £15 for the hire of the hall and participants paying £1 per session.

The front area of the Hub was still being used for digital inclusion one-to-one sessions.

Two new enquiries had been received about space, one from the Royal High School for use in the afternoons for 2 months, and one from the TSB for the use of the meeting-room 1 day per week for 12 months, to provide support for customers of the local branch which was about to close.

Sian also mentioned that the result of the CCC application to the One City Trust for a possible food/cooker project would be known by July 2021, and an application had been submitted to the Adapt and Thrive fund.

8. AOCB

Gardening at 14 Kirk Loan – David said some progress had been made on this and Frank thanked David, Bill and Liz for their contributions to the work.

Membership fees – Tony asked if CCC should consider introducing a membership fee, something which was already allowed for in the Constitution. Frank suggested bringing three proposals to the AGM to be voted on. There was some discussion of benefits and possible downsides. Frank suggested it should be discussed further at the Finance sub-group.

Keys – Sian had been trying to find out who had keys to the Hub premises – apparently 19 front door keys were currently in circulation, of which she had tracked down 17.

Tony suggested changing the lock and only giving keys to the appropriate people. This was AGREED.

Further to this, Sian pointed out that the janitor, when recruited, would do any alarm callouts in future.

9. Date of next meeting Monday, 14th June 2021

This meeting would be dedicated to rebuild/Westfield House discussion.