

ELCV Trustees Meeting Minutes

31st May 2024

Venue: Meeting Room, Haddington Library, John Gray Centre, Haddington

Time: 14:00

Those Present:

Trustees: John Hardy (Chair), Dave Quarendon (Treasurer),
Paul Ince, Zoe Goldstone, Valerie Brown, Terry Page (Secretary).
Member: Anne Pearson
ELC: Dave Wild
Apologies for Absence: None

1. **Welcome & Opening Remarks:** The chair opened the meeting by thanking the attendees. He announced that Dick Gill had decided to stop carrying out work for the trustees. The chairman thanked Dick for all the work he had done for the volunteers in the past.

2. **Actions from the Last Meeting:**

2.1 Volunteer Management System:

ELC Outdoor Learning only had a small number of volunteers but were interested in it perhaps being of use. ELC Sports section do have a large number of volunteers but aren't at present in position to proceed with a VMS. ELC's Countryside section are awaiting budget details. The system would have a set up cost of around £5,000 and a running cost of approximately £3,000 a year. **Action 24-3/1 D Wild** to keep the board informed.

Dave Quarendon has postponed setting up a demonstration for members as we do not know if the system will be implemented.

2.3 Dave Wild to discuss revising 'Mud in You Eye' with Val Brown and Dave Q:

Discussions are complete and a new issue is about to be released. Action Complete.

Thanks are due to Laura Douglas for her efforts in co-ordinating this and getting to grips with the Canva programme.

2.4 Dave Wild to update the trustees when appropriate if volunteers are needed to transplant reeds in the Seafield Ponds:

This has been left with Tara Sykes. Action complete.

2.5 Spartina Grass at Tynninghame:

Suitable action is still being considered by Jen Newcome and Tara Sykes. There may be a need for volunteers to assist with another survey. Action complete

2.6 Action Nick Aitken to approach Tarmac for funding for a Whitesands Access and Viewing Platform)

The wooden ramp at Whitesands does not fit the criteria for Tarmac's grant fund-. Other sources of finance may be available. **New Action 24-3/2**, Zoe Goldstone will work with Nick Aitken to bring the project forward and attempt to find sponsors.

2.7 Dick Gill to write a plan to effect the ELCV Awareness Plan for discussion at the next meeting. Action Closed

2.10 Dave Quarendon to progress the Pencraig Information Boards. **Action 24-3/3 Continues.**

2.11 John Hardy to liaise with Nick Morgan re the Pencraig Path:

Action Complete. The path work is complete and Anne Pearson is waiting for a quote to tidy up the dry stone walling disturbed by the fencing. There is £1,900 unused from the £6,000 grant to finance the work on the wall.

TCV (The Conservation Volunteers) will provide dry stone walling training for £140 a head. Nick Aitken is keen to us this to repair the wall on Trapain Law.

New Action 24-3/4 Dave Wild to approach Nick Aitken to see if any of his volunteer group would be interested in taking the dry stone wall training course and ask Nick to contact Anne Person with a flyer on the course which she would take to the East Linton Repair Café. This is attended by people who might be interested. If participants were members of ELCV we could help out with finance.

2.12 John Hardy to contact Gordon Patterson to discuss options for tree cell removal:

Removal of tree guards would be the landowner's responsibility but offers of help from the ELCV may encourage them to act. Action 24-3/5 continues.

2.13 John Hardy to discuss representation of path wardens on the Access Committee with Nick Morgan:

Action Complete. John Hardy will attend the Access Committee.

2.14 John Hardy to speak to Zoe Goldstone to see if she would take responsibility for fund raising:

Action Completed at the meeting. Zoe will act as a coordinator for fundraising. Anne Pearson will provide Zoe with a list of potential funders and the web site address of a list of Scottish charities that are willing to donate money.

Dave Wild will find out if Common Good Funds could be used as a source of finance.

New Action 24-3/6

2.15 Dave Wild To speak to Kristian Purchase about possible uses for the grant from Bailie Gifford in the West of East Lothian.

Action Complete. Kristian will produce a list of items, mainly tools for trustees' approval.

2.16 Terry Page to circulate the link to OSCR guidance and last year's annual report.

The report is on the ELCV web site and Dave Q has circulated a link. Action is partially complete, Terry has still to circulate the guidance, **Action 24-3/7**. The annual report for OSCR is due on 30th September.

3 **Volunteer Management:**

Paul Ince is receiving updates from Dave Wild. The trustees debated what to do with the list.

New Action 24-3/8, Paul Ince will liaise with Dave Quarendon and John Hardy to set up a membership@elcv.org.uk email address that can be used for communicating with members.

The trustees agreed to circulate members with highlights of the minutes with a hyperlink to the full minutes to increase awareness among the members.

The provisional date for the Volly Jolly is 26th October and is likely to be in the Cockenzie – Port Seton area. The AGM will be the last event on the programme.

- 4 **Business Plan:** Valerie Brown has completed and circulated the Business Plan. The trustees accepted the plan subject to updating some ranger responsibilities that had recently changed. Dave Wild will provide the updates.

5 **Progress on Projects**

- 4.1 **Typha Head Collection:** Anne Pearson agreed to liaise with the purchaser, Ponda, and the area rangers. The rangers are:

Aberlady - John Harrison

North Berwick - Nick Aitken and Tara Sykes with copies to Laura Douglas

- 4.2 **Biodiversity Survey on North Berwick Law:** This has been approved and £834 is in the budget to pay for it but has not yet carried out due to unavailability of the contractor. It will hopefully be carried out in the autumn. **New Action 24-3/9**, Dave Wild to speak to Jen Newcome to organise the biodiversity survey of North Berwick Law.

- 4.3 **Other Projects:** Covered in section 2.

5 **Finance/Banking:**

- 5.1 **Current Balance:** We have a balance of £10,213.08 of which ~£3,079.08 is uncommitted. That includes the £1,000 from Bailie Gifford.

- 5.2 **Transactions Since Last Meeting:**

Expenditure: £30.50 for printing and laminating of photos used at the Green Futures Festival

£108.28 for camera equipment for Aberlady

Income: None

Commitments: £834.00 for Plant survey at NB Law

£300.00 for Swans floating island at Levenhall

£6,000.00 for Pencraig Path

- 6 **AOB:** None

- 7 **Date & Time of Next Meeting:** Fri 26 Jul 2024 14:00 to 16:00 John Muir House (Saltire Room 2)

Meetings booked for the rest of the year are:

Fri 27 Sep 2024 14:00 to 16:00 John Muir House (Saltire Room 2)

Fri 29 Nov 2024 14:00 to 16:00 John Muir House (Saltire Room 2)

List of outstanding actions:

Actionee	Action	action Number
Dave Wild	To keep the board informed about developments on the Volunteer Management System	24-3/1
Zoe Goldstone	To work with Nick Aitken to progress the Whitesands Steps/Viewing Platform project	24-3/2
Dave Quarendon	To progress the Pencraig Information Boards	24-3/3
Dave Wild	To approach Nick Aitken to see if any of his volunteer group would be interested in taking the dry stone wall training course and ask Nick to contact Anne Person with a flyer on the course which she would take to the East Linton Repair Café	24-3/4
John Hardy	To contact Gordon Patterson to discuss options for tree cell removal	24-3/5
Dave Wild	To find out if Common Good Funds could be used as a source of finance.	24-3/6
Terry Page	To circulate the link to OSCR guidance	24-3/7
Paul Ince	To liaise with Dave Quarendon and John Hardy to set up a membership@elcv.org.uk email address that can be used for communicating with members.	24-3/8
Dave Wild	To speak to Jen Newcome to organise the biodiversity survey of North Berwick Law.	24-3/9