

ELCV Trustees Meeting Minutes
31st January 2025

Venue: Saltire Room, John Muir House, Haddington. Time: 14:00

Those Present:

Trustees: John Hardy (Chair), Paul Bevan, Paul Ince, Valerie Brown, Terry Page
(Secretary) Dave Quarendon (Treasurer).

ELC: Dave Wild

Apologies for Absence: Zoe Goldstone, Harry Blackley, Anne Pearson.

Zoe Goldstone had informed the Chair that, due to work commitments, she would not be able to attend many trustees' meetings, possibly only one or two a year. She would still like to remain a trustee carrying on with her projects and would keep the meetings updated by email. The meeting agreed to accept that arrangement. Dave Wild suggested that he could arrange for the meeting to be available on Microsoft Teams which may make attendance easier. **Action 25/1-1** D Wild to investigate running hybrid meetings using Microsoft Teams [Secretary's note. This action has been completed and Dave has supplied links for the rest of the 2025 meetings. The links will be mailed out with the agendas. Note participants do not need any special software for Microsoft Teams. It will work through a web browser. **Action complete**]

1. **Minutes of the Last Meeting:** Paul Bevan's name had been left off the list of attendees and his name had been spelt wrongly. The rest of the minutes were accepted. [secretary's note: the November minutes have been corrected and recirculated.]

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

3.1 **Action 24-3/2** Zoe Goldstone to work with Nick Aitken to progress the Whitesands Ramp project

The quotation has been extended for 6 months which will allow time for an application to be made to the Ian Findlay fund. The meeting noted that if that application was successful a further £3,000 would need to be raised elsewhere. **Action continues.**

3.2 **Action 24-3/3** Dave Quarendon to progress the Pencraig Information Boards

No progress, **Action Continues.**

3.3 **Action 24-4/8** Dave Wild to speak to Tara Sykes to see if she has any plans to replace the John Muir Country Park information boards.

Some of the artwork is on unreadable computer files. Osprey looking for a way of reading them. **Action Continues.** Dave Wild will ask Tara to send the files to Dave Quarendon who will attempt to recover them. **Action 25-1/2**

3.4 **Action 24/6-1** Paul Ince to report back on progress of removing old tree shelters from the north end of Longniddry Railway Walk. **Action Continues.**

3.5 **Action 24/6-2** John Hardy will add an introduction to the draft trustee induction document that will explain what the trustees are trying to do. **Action 24/6-2.**

A draft was circulated at the meeting. **Action Continues.**

- 3.6 **Action 24/5-3.** John Hardy To circulate the list of tools Kristian Purchase would like us to finance for use by the volunteers at Levenhall.

Action 24/6-3 Dave Quarendon to send the list of tools to Dave Wild.

The tools have been purchased by the ELC and the committee approved reimbursing the council £1064.02. [Secretary's note the reimbursement was completed on the 3rd February]. **Actions Complete**

- 3.7 **Action 24/6-4.** Dave Wild to discuss the need and use of extended secateurs with Joyce Kent.

Dave has discussed this with Joyce, **Action complete.**

- 3.8 **Action 24/6-5.** Dave Wild to consider the provision of safety helmets.

Previously purchased safety helmets are still in the store and have not been used. Rangers will risk assess each task and provide appropriate safety equipment. **Action complete.**

- 3.9 **Action 24/6-6** Dave Wild to ask ELC if they would accept the Aberlady Hub as a gift.

The council will accept the Aberlady Hub container as a gift from ELCV. **Action complete.** Terry Page will write to Jenny Hargreaves offering the container and Dave Quarendon will look out the historical documentation. **Action 25/1-3.**

- 3.10 **Action 24/5-4** Dave Wild to discuss the path wardens' suggestions for path projects with the relevant rangers and provide a response.

The projects are being progressed. Dave Wild gave a brief summary of the state of projects and subsequently provided a written summary which is show at the end of the minutes. **Action complete**

- 3.11 **Action 24/6-7** Dave Quarendon to invoice SALTYCO for the Typha collection

Action complete. The final total was £498.80.

4. **Donation from The Friends of Musselburgh Links** (Secretary's note during the meeting I referred to the group, incorrectly, as Friends of Levenhall Links)

The Friends of Musselburgh Links was set up when Cockenzie Power Station was shut down with aim of preserving the links for nature and recreation. They consider their job is done and they are winding up the group. They have approximately £552 left in their bank account and they are considering donating it to ELCV. They would like it spent on something that gave recognition to the group, such as a memorial bench. The committee agreed that we would be prepared to accept the money but it would not necessarily be spent on a bench. This is because a) we don't know if the money would be sufficient to buy and install a bench and b) we do not know the council's view on installing a bench. **Action 25/1-4** Dave Wild to establish the council's view on installation of a memorial bench at Levenhall links. The committee agreed that the money could be earmarked for the Levenhall Links area and used, if a bench was not chosen for something beneficial to the area and, if practicable, a permanent memorial of the group. **Action 25/1-5** Terry Page to convey this information to Jason Rose of

The Friends of Musselburgh Links. [Note this action is complete and Jason Rose accepts our proposal and has sent the secretary a cheque **Action complete**].

5 Potential Trustees

Dave Wild interviews all new volunteers and is now asking them if they would be interested in becoming trustees. He passes the details of any who are interested to John Hardy who will contact them.

6 Management of Membership List

Paul Ince to consult Dave Quarendon on using the @evlc email addresses. **Action 25/1-6.**

It was agreed that an appeal for volunteers to assist in activities such as a hedgerow diversity survey should be put out by Dave Wild as he can access all volunteers, not just members.

7 North Berwick Law Biodiversity Survey.

This has been carried out.

8 North Berwick Law Path Survey.

Jenny Hargreaves met representatives from McGowan prior to carrying out the survey.

9 Pencraig Path Stonework.

Anne Pearson has reported that the stone mason will be completing the remedial works (required at the East Linton station end of the path) by the end of February.

10 Seafeld Pond

An application was submitted to the International Tree Foundation but was unsuccessful. It will however be reconsidered.

Jenny Hargreaves has found some funds for protecting nesting swans.

11 Financial Report

11.1 Current Balance: We have a balance of £6,743.41 of which £3,651.08 is uncommitted.

11.2 Transactions Since Last Meeting:

Expenditure:	£4041.67 for the Pencraig Path Work £12 for gift for the account examiner (this was also reported in the last minutes but was actually made in December)
Income:	£50.00 Donation from ESRI £498.80 from sale of Typha
Commitments:	£834.00 for Plant survey at NB Law £1958.33 for Pencraig Path £300.00 for Swans floating island at Levenhall

It was noted that the swans' floating island project had been stopped so the money can be returned to general funds.

11.3 Benevity Registration: We have received an email from Benevity stating "an employee from BlackRock wants to support 'East Lothian Countryside Volunteers' by donating money,

volunteering their time, or inviting you to apply for a corporate grant. BlackRock uses Benevity's software to power their workplace giving, volunteering or corporate grants programme. An employee searched for your organisation and nominated you for inclusion in Benevity's global database of registered nonprofit organisations." To be included in the database we need to register. The organisation appears to be genuine and they do carry out this kind of work for BlackRock. The committee decided to register as there could be benefits and there is little risk. **Action 25/1-7 Dave Quarenden** to register East Lothian Countryside Volunteers on the Benevity database.

12 AOB:

12.1 John Hardy had attended the Access Forum. A compromise has been reached on access to Dalkeith Country Park. Access will now be permitted by a purchased code.

12.2 The Green Futures Festival will be held in Musselburgh on the 22nd March. Last year John Hardy went with a display about ELCV. Dave Quarendon and Paul Ince will attend the festival this year.

13 Date & Time of Next Meeting: Fri 4 Apr 2025 14:00 to 16:00 John Muir House (Saltire Room 1 (R1060) JMH)

Meetings booked for the 2025 are:

- Fri 16 May 2025 14:00 to 16:00 John Muir House (Saltire Room 1)
- Fri 18 Jul 2025 14:00 to 16:00 John Muir House (Saltire Room 1)
- Fri 19 Sep 2025 14:00 to 16:00 John Muir House (Saltire Room 1)
- Fri 21 Nov 2025 14:00 to 16:00 John Muir House (Saltire Room 1)

List of outstanding actions:

Actionee	Action	Number
Zoe Goldstone	to work with Nick Aitken to progress the Whitesands ramp project and approach Paths for All for funding.	24-3/2
Dave Quarendon	to progress the Pencraig Information Boards	24-3/3
Dave Wild	Dave Wild will ask Tara Sykes to specify what work is needed on the John Muir Country Park information boards with the objective of ELCV taking it on as a project.	24-4/8
Paul Ince	to report back on progress of removing old tree shelters from the north end of Longniddry Railway Walk.	24/6-1
John Hardy	to add an introduction to the draft introductory guidance for new trustees that will explain what the trustees are trying to do.	24/6-2

Actionee	Action	Number
Dave Wild	to ask Tara to send the John Muir Country Park information boards files to Dave Quarendon who will attempt to recover them	25/1-2
Terry Page & Dave Quarendon	Terry Page will write to Jenny Hargreaves offering the container and Dave Quarendon will look out the historical documentation	25/1-3
Dave Wild	to establish the council's view on installation of a memorial bench at Levenhall links.	25/1-4
Paul Ince	to consult Dave Quarendon on using the evlc email address	25/1-6
Dave Quarendon	to register East Lothian Countryside Volunteers on the Benevity database.	25/1-7
Dave Quarendon & Paul Ince	to man a display at the Green Futures Festival	25/1-8

Report sent by Dave Wild after the meeting showing some progress on projects suggested by path wardens.

Update on path warden project suggestions:

- Dunbar area: Tara Sykes from the Ranger Service and Harry Blackley from ELCV are progressing possibility of installing a handrail near Eye beach in Dunbar.
- Macmerry area: Continuing to try to contact landowner before progressing minor drainage works; landowner contact is also required regarding potential improvements to other sections path in the area, ELC are progressing.
- Gifford area: Cutting of CP has been scheduled in the Countryside squads cutting programme
- Whitekirk area: Surface improvements to Becky's Strip have been scheduled in the Path Warden team task programme for the coming year.
- Pencaitland area – drainage issues highlights have been addressed by the WOW group and Junior Rangers, with further repairs scheduled over coming months