

# CRAILING, ECKFORD & NISBET COMMUNITY COUNCIL (CENCC)

## Minutes of General Meeting – 15.1.2024 Eckford Village Hall, 7pm

		<b>Actions</b>																																													
<b>1</b>	<p><b><u>Welcome</u></b></p> <p>In attendance</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Dinah Faulds (DF)</td> <td style="width: 30%;">Chair</td> <td style="width: 40%;"></td> </tr> <tr> <td>Keith Bader (KB)</td> <td>Councillor</td> <td></td> </tr> <tr> <td>Myra Hope (MH)</td> <td>Councillor</td> <td></td> </tr> <tr> <td>Katherine Pery (KP)</td> <td>Treasurer</td> <td></td> </tr> <tr> <td>Charlie Robertson (CR)</td> <td>Councillor</td> <td></td> </tr> <tr> <td>Carol Spalton (CS)</td> <td>Councillor</td> <td></td> </tr> <tr> <td colspan="3"> </td> </tr> <tr> <td>Sandy Scott (SS)</td> <td>Scottish Borders Council (SBC) Councillor</td> <td></td> </tr> <tr> <td colspan="3"> </td> </tr> <tr> <td>Sheila Campbell (SC)</td> <td>Website Administrator</td> <td></td> </tr> <tr> <td>Godfrey Spalton (GS)</td> <td>Acting Minute Secretary</td> <td></td> </tr> <tr> <td colspan="3"> </td> </tr> <tr> <td>Members of the public</td> <td>James Clark Ray Jones (RJ)</td> <td>Steve Gibson Tina Styan</td> </tr> <tr> <td colspan="3"> </td> </tr> <tr> <td>Apologies</td> <td>Scott Hamilton  Hamish Isaac</td> <td>Scottish Borders Council (SBC) Councillor</td> </tr> </table> <p>DF noted Hugh Wilson had resigned from the Council because of increasing personal commitments.</p>	Dinah Faulds (DF)	Chair		Keith Bader (KB)	Councillor		Myra Hope (MH)	Councillor		Katherine Pery (KP)	Treasurer		Charlie Robertson (CR)	Councillor		Carol Spalton (CS)	Councillor					Sandy Scott (SS)	Scottish Borders Council (SBC) Councillor					Sheila Campbell (SC)	Website Administrator		Godfrey Spalton (GS)	Acting Minute Secretary					Members of the public	James Clark Ray Jones (RJ)	Steve Gibson Tina Styan				Apologies	Scott Hamilton  Hamish Isaac	Scottish Borders Council (SBC) Councillor	
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<b>2</b>	<p><b><u>Approval of Minutes of Previous Meeting (13 November 2023)</u></b></p> <p>With the addition of KB to the attendees, the minutes of this meeting were approved unanimously.</p>																																														
<b>3</b>	<p><b><u>Matters Arising from previous meetings</u></b> (not discussed elsewhere)</p> <p>3.1 Response to the Wester Wooden Woodland Management Plan Consultation (13.11.23 Item 9)</p> <p>DF and CR noted a response had been sent and acknowledged.</p> <p>3.2 CENCC comments on the SBC Community Council Scheme, Proposed Amendments (13.11.23 Item 10)</p> <p>DF noted that the Council's comments had been sent to SBC and acknowledged.</p>																																														
<b>4</b>	<p><b><u>Treasurer's Report</u></b></p> <p>KP noted that Peter Jeary had advised against having a 'Defibrillator Fund' distinct from the general CENCC account as this limited financial flexibility.</p> <p>4.1 Financial position at 15 January 2024</p>																																														

	<p>KP presented the account for 1 April 2023 – 14 January 2024 (see Appendix 1). The bank balance at 14 January 2024 was £608 after receipts of £2075 (SBC - Coronation Celebration, annual Admin. Grant and reimbursement of 2022/23 Hall Costs, plus donations totalling £895) and payments of £2124 (primarily the Coronation Celebration, benches at Nisbet Churchyard, refurbishment of Eckford resilience store/benches and footpath maintenance).</p> <p>4.2 Forecast for Income and Expenditure in 2023-24</p> <p>Future expenditure commitments were estimated as £289 for website and meeting and admin. costs. These would leave the free funds available at year end as £769.</p> <p>4.3 Defibrillator funding options, agree options for 2023-24 provision</p> <p>KB outlined his continued efforts to find sources of finance for the defibrillator maintenance and, if required, total replacement. He noted telephone conversations could yield some results, either in one-off or regular contributions and said he hoped to have more to discuss at the 11 March 2024 meeting.</p> <p>DF suggested KB should prepare a briefing paper beforehand to facilitate an informed discussion.</p> <p>SC urged that KB consider approaching charities such as the St John's Ambulance who could provide defibrillators.</p> <p>KP noted that her spreadsheet (Appendix 1) included an assumption that the Council made a provision of £305 for future defibrillator costs, taking the total funds used for these to £500 in the year, and reducing the forecast end-year balance of free funds to £464. The meeting agreed with this approach pending further progress with seeking contributions.</p>	<p><b>KB</b></p>
<p><b>5</b></p>	<p><b><u>Council Officers</u></b></p> <p>5.1 Appointment of Chair from amongst current Councillors</p> <p>DF asked if any Councillor was prepared to take over the role of Chair, noting that elections for all Councillors were due before the next AGM (planned for 3 June 2024). CR agreed to do so on an interim basis until the AGM as the Council could not function without a Councillor acting as Chair.</p> <p>CR indicated that he would not be able to take on the administrative duties carried out by DF. He suggested that the Council approach the secretaries of other Community Councils, particularly Oxnam, with the aim of asking their current secretaries to do a similar role for CENCC. He thought much of the work would be similar. CR offered to make an approach,</p> <p>5.2 Plan for election of Councillors for 2024-25 to be held in May 2024 (in time for the 3 June 2024 AGM)</p> <p><i>The Council deferred discussion of this item in order to allow a longer discussion of Item 7.1.1.</i></p>	<p><b>CR</b></p>

7

**CENCC Activity Programme**

7.1 Status of Short-Term Projects for Immediate Action

7.1.1 Kalemouth Bridge – Status and future actions

*The Council and members of the public present had a vigorous and lengthy discussion about this issue. The minute summarises the key points raised and decisions, not necessarily verbatim nor in exact time sequence.*

DF opened the discussion by summarising what had occurred since the Council GM on 11 September 2023. She emphasised that the Council had written to Paul Frankland (SBC Officer) expressing its strong disappointment at SBC officers making the proposal which was accepted by the Executive Committee on 5 December 2023 without providing the options analysis and costings promised in the September meeting and engaging in any more community consultation.

DF summarised the recent instances of dangerous flooding and icy conditions on the single access road into Ormiston and the lack of viable alternative routes. She noted that Paul Frankland had offered that the Roads Department would work with the residents to define and address these issues.

RJ said he felt there had been major failure of communication to, and consultation with, the residents affected in Ormiston and rest of Eckford. He believed that the decision taken by SBC was not in line with what the 11 September 2023 meeting had requested. It was undemocratic in that SBC over-rode the requests of residents. SBC had not asked for help from the community.

RJ stated that there were no definitive cost estimates from SBC. He wanted to see a definitive cost for an option on the lines of the Union Bridge restoration, potentially using contractors experienced on that project. He also suggested that if SBC cannot raise funds to restore the bridge, it could be passed to another body. KB noted that the Council must have a responsibility to keep the listed monument in a good state of repair.

CR felt that any cost assessment of options should include the costs of restoring the bridge and for making the road network safe and resilient. He agreed with RJ that the decision had been imposed without consultation and the Council should not accept it. He too wanted a solution which provided vehicular access over the Teviot while preserving the historic structure, as had been done on the Union Bridge. He proposed that the Council create a sub-committee, 'Friends of Kalemouth Bridge', to lobby for this solution as, although costs would be high, he was convinced that funds from other sources could be available. He proposed that the 'Friends' also inform residents about all that has happened and establish whether they support the restoration of vehicular access over the Teviot.

CS recognised that the bridge closure to vehicles had a significant impact on the lives of the Ormiston residents, and that the serious concerns with the safety of the remaining access road must be addressed quickly. She thought that it seems necessary to decide between a vehicle bridge or historic monument. Given the analysis presented to the SBC Executive Committee on 5 December 2024 (available on their website), it was hard to

see how full restoration for vehicles could be achieved and the drain on Council resources would be significant. DF said that, in a personal capacity, she felt that the formation of a subcommittee was not appropriate given the Council's workload. Effort was better focussed on working with SBC to tackle the problems created by the closure.

DF asked the Council if it would commit to form a subcommittee to advocate the restoration of the Kalemouth Bridge for vehicles. As only two of the six councillors voted in favour of this, the proposal was not passed.

The Council agreed to assist the formation of a group independent of the Council to promote the restoration of the bridge for vehicles by allowing it to use the Council's enews and website community information system.

**CR/SC**

DF proposed, and the Council agreed, to compile a summary of communications with SBC since 11 September 2023 on this matter. CS agreed (as DF will be away) to provide this to CR as soon as possible so he can use it in a leaflet to distribute by hand to all the Ormiston and Eckford residents affected by the SBC decision so they are fully aware of the position, can express their views and be part of the "Friends of Kalemouth Bridge" if they so wish. MH offered to help with distribution.

**CS**

KP proposed, and the Council agreed, that she contacts Lothian Estates on behalf of the Council and asks them to consider how Ormiston vehicles might use the Borders Abbey Way track to Nisbet or the track past Ploughlands Strip to the C47 when the road past Kirkbank Station Cottage (D101/4) is impassable.

**KP**

CR and RJ indicated they will pursue actions to form the 'Friends' group.

#### 7.1.2 Progress on implementing Crailing A698 Safety actions

The Council agreed that CS/MH would ask Nicola Cowe to contact Phillipa Gilhooly of SBC to remind her about the signage and tree removal promised by SBC in the Petition Committee discussion.

**CS/MH**

#### 7.1.3 Progress on Nisbet 20 mph Area (Petition) & Speeding

#### 7.1.4 Review project list and determine which are to be pursued

*Both not discussed due to time constraints.*

### 7.2 Resilient Communities

#### 7.2.1 Progress on actions from 13.11.2023

"Updated Volunteer List on Website."

CS noted all had been asked to update their details. Only 4 updates have been confirmed. Any folk who no longer live in the area have been removed.

"Find new volunteers and co-ordinators via enews."

CS noted she had met with the existing co-ordinators and reviewed the addresses of existing volunteers. Villages are served well but outlying areas less so. CS has given co-ordinators details of all their existing volunteers and the places which lack volunteers so they can seek more by

	<p>face-to-face contact. CS noted a couple are willing to be contacts with the Council on resilience matters in Crailing.</p> <p>7.2.2 Proposed Meeting of Resilience Co-ordinators</p> <p>“Agenda/process for a future meeting between interested CEN councillors, the resilience co-ordinators and representatives of the village hall committees”.</p> <p>CS noted the co-ordinators did not see the need for such a meeting so it cannot be taken forward.</p> <p>7.3 Any Other Short-Term Matters - None</p>																							
<p><b>6</b></p>	<p><b><u>Feedback from IT Support Review</u></b></p> <p>DF noted that the recommendations from the review were summarised in a short paper circulated to councillors.</p> <p>6.1 Email</p> <p>6.1.1 Agree Proposed Recommendations or Alternatives</p> <p>The Council agreed to implement the recommendations on:</p> <ul style="list-style-type: none"> <li>• Folder Structure for cencomms,</li> <li>• Retention Policy for Email,</li> <li>• Copying emails to cencomms that are sent from CC’s personal email accounts, clear subject in title for autoforwarding.</li> <li>• Maintaining, and sharing with councillors, an up-to-date list of the groups and senders/subjects used to autoforward email from cencomms to councillors.</li> </ul> <p>6.1.2 Actions to manage CENCC Official email</p> <p>The Council agreed to relieve the administrative burden on the Chair by relying on SC (as Website Administrator) to access all email and maximise the use in cencomms of autoforwarding on the basis of sender/subject so emails reach the appropriate councillor responsible for ‘Key Topics’. The topics and councillors were agreed as:</p> <table border="0" data-bbox="236 1541 1236 1890"> <tr> <td>SBC Consultations with the Community Council</td> <td>All councillors</td> </tr> <tr> <td>Cheviot Area Partnership</td> <td>CS</td> </tr> <tr> <td>Planning (Statutory)</td> <td>DF</td> </tr> <tr> <td>Place making</td> <td>DF</td> </tr> <tr> <td>Resilience</td> <td>CS</td> </tr> <tr> <td>Defibrillators</td> <td>KB</td> </tr> <tr> <td>Finance, Insurance and Funding</td> <td>KP (as Treasurer)</td> </tr> <tr> <td>Footpaths</td> <td>CR</td> </tr> <tr> <td>Information from SBC/others for the public</td> <td>SC (to add to Enews/website)</td> </tr> <tr> <td>Consultations open to the public</td> <td>SC (to add to Enews /website)</td> </tr> <tr> <td>Kalemouth Bridge</td> <td>CR</td> </tr> </table> <p>6.2 File Storage – Agree Proposed Recommendations or Alternatives</p> <p>The meeting requested GS create a trial File Store in a Google Drive with some live content so Councillors can determine is this is a viable option.</p>	SBC Consultations with the Community Council	All councillors	Cheviot Area Partnership	CS	Planning (Statutory)	DF	Place making	DF	Resilience	CS	Defibrillators	KB	Finance, Insurance and Funding	KP (as Treasurer)	Footpaths	CR	Information from SBC/others for the public	SC (to add to Enews/website)	Consultations open to the public	SC (to add to Enews /website)	Kalemouth Bridge	CR	<p><b>SC</b> <b>SC</b> <b>All CC’s</b> <b>SC</b>  <b>SC</b>          <b>GS</b></p>
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	<p><i>The File Folder Structure and Retention Policy were not discussed in detail due to shortage of time.</i></p> <p>6.3 Website – Agree Proposed Recommendations or Alternatives</p> <p><i>The Website was not discussed in detail due to shortage of time.</i></p> <p>The meeting did note that the website ‘tab’ with the Council information was only encountered after several other tabs on the website. SC agreed to move it to a more prominent position.</p> <p>SC offered Councillors the opportunity to have a remote demonstration of the website.</p>	<p><b>SC</b></p> <p><b>CC’s to contact SC</b></p>
<p><b>8</b></p>	<p><b><u>Planning Applications and Updates</u></b></p> <p>8.1 23/00657/FUL Storage Yard and Access Mount Hooley Applicant has lodged an appeal to the ‘Scottish Ministers’.</p>	
<p><b>9</b></p>	<p><b><u>Community Updates from Councillors</u></b></p> <p>8.1 SBC Councillor(s) SS noted there will be a bye-election for an SBC Councillor to replace Pam Brown, nominations close on 22 January 2024.</p> <p>8.2 Crailing MH reported the Christmas Wreath Making at Lothian Hall in November had 20 attendees. The same venue held a surprise 80<sup>th</sup> birthday for MH on 2 December. There will be a Burns Supper in the Lothian Hall on 26 January 2024. The beech hedge may be cut back to improve visibility on the A698 in the next week.</p> <p>8.3 Eckford CR asked SS if he could help residents secure gritting in the cul-de-sac on the south side of the main road in the village. He also noted there had been flooding due to a blocked drain at the top of the village.</p> <p>8.4 Nisbet DF noted there had been flooding in Nisbet, also due to blocked drain, on 5 December 2023. Action was taken locally and by Lothian Estates. The factor is investigating reported blocked culverts with the resilience co-ordinators.</p> <p>8.5 Ulston – Nothing to report.</p>	<p><b>SS</b></p>
<p><b>11</b></p>	<p><b><u>Any Other Business</u></b></p> <p>DF noted she will be out of the UK for circa two months until the middle of March 2024. She will advise SBC of the change in Chair.</p> <p>CR thanked DF for the leadership, commitment and sacrifice she has given to the Council.</p> <p>GS asked the Councillors to bear in mind that the next meeting on 11 March 2024 must agree how to organise the election process requested by Fiona Henderson (SBC Democratic Services Officer) if a new Council is to</p>	

	form in time for the AGM on 3 June 2024. The first task on 11 March is to appoint the Returning Officer.	
<b>12</b>	<b><u>Calendar</u></b>	
	11/03/24                      General Meeting                      Lothian Hall, Crailing	
	13/05/24                      General Meeting                      Eckford Village Hall	
	03/06/24                      AGM                                      Lothian Hall, Crailing	

Appendix 1

CEN COMMUNITY COUNCIL ACCOUNTS 1<sup>st</sup> April 2023 to 14<sup>th</sup> January 2024

date	payment id	payee	item	amount	rent	defibs	IT	improvements	events	maintenance	insurance	admin
01/04/2023			<b>Opening balance</b>	<b>656.92</b>								
28/04/2023	BGC	SBC	Kings Coronation Grant	500					500			
08/05/2023	chq 010211	EVH	Kings Coronation party spending	-250					-250			
08/05/2023	chq 010212	LVH	Kings Coronation party spending	-250					-250			
08/05/2023	chq 010214	EVH	picnic table	-100					-100			
08/05/2023	chq 010215	Hugh Wilson	benches	-168					-168			
22/05/2023	chq 010216	EVH	meetings 8 and 22 May 2023	-40					-40			
07/07/2023	chq 010217	D.Scowan	flowers	-70					-70			
07/07/2023	chq 010218	Dinah Faulds	quaiich set aside for 2024	-39.99					-39.99			
04/09/2023	N/A	Footprint	leaflet printing	-50								-50
04/09/2023	N/A	Footprint	donation	50								50
13/09/2023	N/A	Charlie Robertson	path maintenance	-745.2								-745.2
13/09/2023	N/A	Charlie Robertson	donation	745.2								745.2
18/10/2023	BGC	SBC	Community Council admin grant & hall rental 22-23	680	140							540
13/11/2023	DD	Sandhu Media	website costs, security certificate 04/11/23 (1 year)	-80								-80
13/11/2023	DD	EVH	meeting EVH September 2023	-30	-30							
13/11/2023	DC	Hugh Wilson	Nisbet plant donation	100					100			
12/01/2024	DD	SBC	SBC Insurance	-61.6								-61.6
12/01/2024	DD	Scottish HART	defibrillator pads	-195								-195
13/01/2024	DD	LVH	meeting LVH July 23	-20	-20							
13/01/2024	DD	EVH	meeting EVH November 2023	-24	-24							
<b>Debits total</b>				<b>-588.59</b>	<b>26</b>	<b>-195</b>	<b>-80</b>	<b>-238</b>	<b>-39.99</b>	<b>0</b>	<b>-61.6</b>	<b>540</b>
<b>Balance in bank @ 14/01/24</b>				<b>608.33</b>								
<b>Upcoming credits</b>				<b>450</b>						<b>450</b>		
<b>Anticipated debts</b>				<b>-180</b>						<b>-180</b>		
		Sandhu Media	Web Hosting 01/03/23 - 01/03/24	-15								-15
		Sandhu Media	Domain name 01/03/23 - 01/03/24	-24	-24							
		EVH	Hall rental Jan 24	-20	-20							
		LVH	Hall rental Mar 24	-305	-305							-305
		Scottish HART	Defib annual set aside, less costs already paid	-50	-50							-50
		Chair/Treasurer	Honoraria									
<b>Anticipated balance at 31/03/24</b>				<b>464.33</b>	<b>-18</b>	<b>-500</b>	<b>-275</b>	<b>-238</b>	<b>-39.99</b>	<b>450</b>	<b>-61.6</b>	<b>490</b>