

Dunshalt Community Association

Meeting held Tuesday 11 March 2025, 7pm

Present: Steve McHardy, David Tracey; Ian Macaulay, Gordon Simpson

Apologies: Frances Carlton, Fiona Smith, Caroline Wilkie

Item	Discussion	Action
Matters Arising	Noted that the Eden Footbridge has been repaired through the FCCT / Community Payback team this month. Playpark opening - proposed that this should be planned as soon as possible on a date to be arranged, and based on the initial event plan.	Ian to send note of thanks to Cllr Lothian DCA decision required
Council update	Speeding – Due to reorganisation of the Community Safety team this event has been postponed. hursday 6 March, 6-7pm agreed with the Police team for the event, though the Council Community Safety Team are still in discussion about who should attend. Requested that this organised as a drop in event, with presentations also, and that speed survey data should be shared. An email to the Community Council from PC Lowe of the local Police Team has clarified the insurance position for Speedwatch volunteers. As a means of overcoming administrative hurdles, a standard letter can be sent to Fife Council Insurance Officer which will ensure full compliance for volunteers within the Community Council area. Road marking repainting - this will happen, but we don't know when Flood Prevention group update that local ditch clearing has been completed around the Eden.	Ian to contact Community Safety Team to arrange a new date .
Financial Report	Finances remain positive as we approach the end of the Financial Year, with the investment in improvements such as loft insulation, heating controls, a new boiler reducing our energy costs considerably. Hall user feedback is very positive. A query was raised about reconciling Ferguson Bequest income and expenditure. Any unused funds can be tracked, and are absorbed into general funds for the benefit of the community. Ian, Steve and the new Treasurer, Joy Roberts, have met to discuss the transfer of duties. The discussions were outlined and summarised in a Financial Responsibilities checklist for Trustees, indicating a significant transfer of activities covered by the Treasurer and Trustees.	

	Agreed to provide Debit cards to both the Treasurer and Chairperson, to ensure one is available for use in Dunshalt. Also agreed that DCA financial records are stored in the Hall loft space, in accordance with the requirement for all records to be stored for a minimum of 7 years. Key responsibilities for trustees will be monitoring and analysis of income/expenditure, debit card use, sumup equipment, and uploading monthly information to the website, to mention a few. Hall Heating Review - Trustees were reminded of the need to closely monitor heating of all areas of the hall to avoid unnecessary expenditure.	All Trustees
Hall maintenance	- The kitchen refresh will require significant time and effort and will require further discussion. - Regarding the internal repainting, noted that 5l of green paint is available. The moisture reading indicates that the replastered wall is ready for painting, along with the toilet ceiling. Agreed to identify 3 days free of lets - possibly a weekend- to get a team of volunteers together to complete the work. n for the painting Caroline to source a reader. Will also ask Painter & Decorator for a quote. - Gutter repairs – Blacksmith has been approached, waiting on an update. - Electrical repairs - Sean Mackay to look at sensor light switches for the toilets; electric hand driers and led party lights for the main hall. - Fiona will provide an update on the progress with external harling. - Hall noticeboard could be replaced with a larger XL board at a cost of £300. Agreed to wait until the new financial year. - SWRI display box - agreed that this should be displayed in the previous location to the left of the stage. - Agreed to submit an LCP gramnt application for £1500 for the above work.	All Trustees and volunteers
Door Lock	Frances has completed setting up the hall users with their entry codes. Everyone with the exception of the book group, now have their access codes. Subject to a few teething issues, everyone seems to be managing to use the system. Exclusions from the system are the book group who meet every 6/7 weeks and single use bookings, requiring remote door opening. The record of hall opening and closing times will provide the basis for hall rental billing.	All Trustees
100 Club	Winners this month are 33; 90; 12	Caroline
Any other business	AGM - Proposed for Thursday 15 May, at 7pm, with the Community Safety meeting to follow, subject to Police	Ian

	and Council Team availability.	
Date of next meeting	Tuesday 8 April 2025	