

DIRLETON VILLAGE ASSOCIATION

Minute of the Ad Hoc Committee Meeting: 29th November 2021

7.30pm at the Kirk Hall Dirleton

Present: D Tait (chair), D Carter, A McClintock, Janice MacLeod, Simon Paterson-Brown, Derek Carter (minutes) Barry Thomson Treasurer Madeleine Barker

Apologies: K Cornwell

Madeleine Barker and Fred McClintock represented the Dirleton Fete and Games club at the meeting

AGENDA

The purpose of the meeting was to discuss the implementation of the Christmas Lights, and in particular the actions needed to transfer the relevant funds from the DVA account.

Expenditure Approval

DT noted the fact that the DVA, as a registered charity, must follow the rules and regulations set by OSCR.

The committee awaits the issue of the minute of the DVA members meeting on September 16th, which approved the expenditure of DVA funds of up to £2,000 for the Christmas Lights. No funds can be released until this is produced.

Insurance

BT pointed out that the DVA committee should satisfy itself that adequate insurance is in place. The DVA's insurance does not cover Christmas lights. BT said that he had contacted the DVA's Insurers, Ladbroke, and that they would require additional information if they were to be asked to include cover for the Christmas Lights.

AM explained that the Fete and Games group had always carried out the Christmas Lights, and that they had insurance in place to cover this. He had previously forwarded copies of the insurance cover to the committee and the Treasurer. DC pointed out that if the lights were to be kept on longer this year, as 'Winter Lights', then the insurance cover would need to be extended.

Maintenance of the Lights

AM said that the maintenance of the lights had been the Fete and Games group's responsibility for many years, and that this situation would continue.

Transfer of Funds

AM had asked for the DVA committee to pay for an invoice issued by the lighting supplier. BT pointed out that if the DVA did this, then it would be the owner of the lights which it purchased. That would mean that the DVA would have to take out its own insurance. SPB proposed that this issue could be overcome if the DVA donated the funds to the Fete and Games club instead. This approach was agreed by the meeting.

The North Berwick Coastal Area Partnership (AP) Contribution

The DVA committee is holding £4,000 donated to it for the Christmas Lights by the AP. BT pointed out that permission would be needed from the Area Partnership to transfer this donation to the Fete and Games Club account. DC agreed to contact Douglas Haig, the Council Manager for the AP, to request this.

DT concluded the meeting by pointing out that the issues raised in connection with this, notably the questions of ownership and insurances, would be overcome if there were only one village association with one insurance policy. Groups such as the Fete and Games could be sub-groups within a single association.

Post meeting note: Following a discussion between DC and Douglas Haig, permission to transfer the AP sum to the Fete and Games was received. A copy of the email follows:

Dear Derek,

Further to our conversation earlier this afternoon, I'm writing to confirm that I agree with the logic of passing funds secured for Christmas lights from North Berwick Coastal Area Partnership to Dirleton Fete and Games Committee.

I understand that -

- Funds will be used to purchase Christmas lights in line with the original application.
- Dirleton Fete and Games Committee will commission the contractor.
- The Fete and Games Committee hold the insurance for the Christmas lights, hence the above.

Best regards

Doug

Doug Haig

Connected Communities Manager – North Berwick Coastal