

## Dirleton Village Association

### Minute of Committee Meeting of 19<sup>th</sup> January 2023

The meeting was held at the Kirk Hall.

**Present: C. Hamer; J. Macleod; F. McClintock; S. Paterson Brown; B. Ford; T. Lonie**

**Apologies: D. Tait; S. Low**

#### 1. Meetings

The committee agreed to reduce the frequency of DVA meetings (open to all) to once every 2 months. Sub-group meetings (DVA committee member(s) + other invited members) will be held on alternate months to discuss specific projects or procedural matters, as and when required.

The role of chairperson for DVA meetings will be shared amongst the committee. **TL** to issue a Doodle Poll to the committee to check availability and confirm who will chair.

Open meetings to be held at the Kirk Hall at 7pm on the following dates Feb 16<sup>th</sup>, Apr 20<sup>th</sup>, June 15<sup>th</sup>, Aug 17<sup>th</sup>, Oct 15<sup>th</sup> with the AGM on Nov 16<sup>th</sup>.

**CH** to update Village Events diary.

#### 2. E-mail Communication

Mike Howarth (MH) is setting up the e-mail system for all village groups to use. **JM** has issued DVA e-mail list to MH. **SPB** to advise that other Dirleton Interest Groups (**DIGs**) to do the same.

#### 3. Voting

At the AGM Tom Drysdale (TD) requested that voting procedures, particularly digital voting, are clarified. Future invites to members to register votes will be completely separate to other correspondence. Mailchimp will be used for DVA members with registered e-mails, and hopefully a wider resident population when members of other DIGs register e-mails with MH. There will be a mail drop for DVA members and other residents without e-mail. Paper votes will be collected from allocated drop off points e.g. Amalfi, The Castle, Committee members houses. Voting will be announced at open meetings and advertised on the noticeboards and Facebook pages. **TL** to look into setting up a dedicated DVA FB page rather than using the existing Dirleton News and Views.

#### 4. Dirleton Village Events Diary

**JM** suggested this should have a higher profile on the website home page. **CH** to look into this. Also increased accessibility to DIGs to post events.

#### 5. Old Village Hall

A meeting has been requested between **Doug Haig (DH)**, East Lothian Council (ELC) Connected Communities Manager and **SPB** regarding the expression of interest registered for the Village Hall. A date is tba. Derek Carter will also attend as he previously carried out research into the ownership of the Hall, a structural survey and bat survey. **JM** suggested that the DVA would need to form a Limited Company or Scottish Charitable Incorporated

Organisation (a SCIO) if we were to purchase it for a nominal sum from the ELC. **CH** reminded the committee that the ownership would be leasehold as Bob Simpson owns the land and there are restrictions within the title deeds regarding commercial use.

## **6. Kirk Hall**

**CH** and **TD** formed a sub-group to look into first registering of a community interest in the Kirk Hall. Title documents have been obtained and additional researches made into the history of the property. **SL** suggested at the AGM that she might add expertise to this subgroup. **CH** to prepare a progress report for February's meeting.

## **7. The Castle**

Rachel Sydeserff, District Visitor and Community Manager of Historic Environment Scotland (HES) attended a meeting in the Kirk Hall on 20<sup>th</sup> January and confirmed that the tactile structural survey of the Castle will commence on 23<sup>rd</sup> January. Neil Jones and Carol Tweedie will be keeping an eye on progress.

## **8. Planning**

**CH** to keep an eye on planning issues in the village and report back as and when necessary. **SPB** will forward on any planning related matters that come through the Gullane, Aberlady, Dirlteton and Drem Community Council (GADD CC).

## **9. Membership**

**JM** will manage the membership. **SL** has asked do we need a membership fee, should all residents not automatically become members? **SPB** doesn't have a split on membership subscription/donations for 2021/22. Subscription/Donations are recorded this year but reduced as the subscription fees were reduced significantly. **SPB** to review and report back for June meeting when finances will be clearer. The Constitution would need to be amended if membership fees are scrapped and fund-raising events held to fund the running costs of the DVA – insurance, kirk hall rental, Castle entry, defibrillator maintenance etc.

## **10. Traffic Calming**

ELC Roads Dept. are currently considering the proposals submitted. When their review is complete a meeting is tba between Ian Henrick (ELC), DC, JF, SPB and CH. The options will then be reported back to the residents for voting.

## **11. NBCAP**

**FM** has taken over as the DVA representative of NBCAP. **SPB** will deputise. The DVA has one vote. **FM** will present a report on the village activities at the next NBCAP meeting.

## **12. Village Welcome Pack**

The current village welcome pack includes a letter from the chair. **SPB** to update and send to **TL**. The pack should include details of the various DIGs and possibly details of local trades – plumber/electrician/painter-decorator/landscaping. **BF** to look into trades, **CH** to liaise with **JF** about a map of the village. MNM Developments will provide their new homeowners with a pack and Marc Teague has agreed that a DVA pack could also be provided. **TL** and **JM** to collate information. **SPB** to invite interest group to contribute to welcome pack.

### **13. Dirleton Interest Groups**

**SPB** to manage liaison between the DIGs

### **14. Kirk Hall Internet**

**DC** has donated a projector that can connect to a laptop for presentations on the new screen. **JM** has consulted with David Graham who has agreed to preliminary enquiries re Wi-Fi being installed into Kirk Hall. Mike Howarth (**MH**) on behalf of DVA will action. Barry Thomson has indicated that he has digitised historic film of the village, and this might be played at a coffee morning or as part of a historical society event.

### **15. Village Engagement**

At the AGM Valerie Nimmo (**VN**) raised concern over the reduced attendances at DVA meetings compared to several years ago. **VN** suggested that committee consider how the DVA could engage better with residents. A number of suggestions were discussed.

- Reduced number and duration of meetings but better informed with subgroup presenting reports.
- Tea, coffee and biscuits could be provided by **DGN**.
- Hold events, possibly fundraising, e.g. utilise the marque erected for the Fete and Games for a function such as a ceilidh.
- Plan to discuss at the next DVA meeting.

### **16. Update on Actions from DVA meeting 13<sup>th</sup> October**

- a) DC** awaiting feedback from Doug Haig regarding renewal of finger posts. **CH** to check with **DC**.
- b) DC** awaiting feedback from ELC planning enforcement regarding the blue tourism board. ELC are to submit a retrospective planning application.
- c) TD** to liaise with Dougal Scott and update DVA committee on planning enforcement for the equestrian stable block. No action has been taken by ELC on the increase in ground levels adjacent to the boundary that have reduced privacy to Mr Scott's Garden. Crushed demolition material from the laundry development has been spread out beyond the development footprint. The field fence/landownership boundary has been moved to its correct position.
- d) DT** to check when Zoom subscription is due for renewal. This was only required during lockdown and has not been renewed.
- e) CH** undertaking training by **MH** for website administration. Ongoing.
- e) DC** to check for potential ash die back on tree opposite Amalfi. **FM** believes that it is ADB and has been affected for several years. **CH** to check with **DC**.
- f) JM** to inform Hilary Smith and Doug Haig that she is to take over from **DC** as DVA representative on the Area Partnership. **FM** is now DVA representative.

### **New**

- g) FMc** and **BF** to arrange electrical connections for festive lighting /garlands. Complete.
- h) CH** to review new application for 18 & 18 Castlemains Place. Response submitted.
- i) CH** to forward 2021/22 AGM minutes to **JMac**. Complete
- j) DC** to forward nominations for to **JMac**. Complete
- k) CH** to respond to **SD's** facebook post. Too late.

- l) **SPB** to chase ELC Lighting on painting. Complete
- m) **JMac** to liaise with Kirk Session re screen. Complete
- n) **SPB** to lodge an expression of interest to purchase the Village Hall. Complete
- o) **JM MH** to contact BT re WiFi in Kirk Hall
- p) **JMac** to book Kirk Hall for 2023 meetings. Complete
- q) **SPB** and other volunteers to mark out new trees. Complete
- r) **SPB** to post DVA insurance policy in the Kirk Hall. Complete

**17. Date and time of next DVA meeting-**

7.00pm 16<sup>th</sup> February 2023 at the Kirk Hall

**Actions Carried over**

- a) **DC** awaiting feedback from Doug Haig regarding renewal of finger posts.
- b) **DC** to check for potential ash die back on tree opposite Amalfi.

**New**

- c) **CH** to update meetings on village events diary and look at higher profile.
- d) **TL** to issue Doodle poll for chairperson rolling role.
- e) **SPB** request DIGs issue e-mail contact list to MH.
- f) **TL** to set up DVA Facebook page.
- g) **SPB** to meet Doug Haig.
- h) **CH** to report on Kirk Hall registration of community interest.
- i) **SPB** to prepare finance report for June meeting.
- j) **SPB, CH** to meet with Ian Henrick to discuss traffic calming.
- k) **FM** to report DVA activities to NBCAP.
- l) **SPB** to update chairperson welcome letter and issue to **TL**.
- m) **CH** to liaise with JF regarding a village map.
- n) **JM** to consult with the Kirk Session re internet access to the hall.
- o) **SPB** to invite interest group to contribute to welcome pack.