# One Dalkeith

## Board meeting minutes 11

**Date:** 03/12/2018  
**Time:** 6.30pm  
**Location:** CAB  
**Present:** Douglas Strachan, **DS** (Chair 1), John Hackett, **JH** (Chair 2), Tom Donaldson, **TD**, Evelyn Fleck, **EF**, Joy Godfrey, **JG**, (minutes), Susan Goldwyre, **SG**, William Goodall, **WG** Clark Watson, **CW**  
**Apologies:** Rae McGhee, **RM**  
**Declaration of interest:** DS declared an interest in an item to do with community facilities

### Agenda items

| 1 | The Agenda was decided collectively. |
| 2 | **Project Area Development** |

#### Community Facilities
- Douglas handed over the role of Chair meeting to John.
- **Empty Town Centre Building** Douglas informed the board about work he had done in a private capacity through his Architecture business on a town centre building that One Dalkeith had previously expressed interest in and visited. He also advised his business was contracted by the building owner for previous work some time ago. The work has been completed. During the course of this work the new owner had heard about One Dalkeith and wanted to contact One Dalkeith to discuss potential collaboration. Douglas had advised the owner that contact should be made via Evelyn.
- The board asked Douglas to leave whilst the possibility of a potential conflict of interest was discussed and the board agreed that Douglas should not be involved in discussions on this topic until they had reached a decision. The board remained quorate.
- John reiterated the Nolan Principles.
- Evelyn updated the board on possibilities for collaboration.
- Tom raised the potential “reverse” to the conflict of interest and that the Board should be mindful that business owners or professionals may be put off from becoming a board member if it excludes them for potential work.
• Evelyn will contact OSCR for advice and Joy will check what One Dalkeith’s constitution provides for.
• John will check with DTAS for guidance.
• John will arrange a meeting in December between Evelyn and Clark and Gary Sheret and Alasdair Mathers of Midlothian Council in order for us to understand more fully a survey undertaken by Midlothian Council on the vacant premises.
• John left the meeting to fetch Douglas and the meeting remained quorate.
• The board agreed that Evelyn and Clark can decide whether they wish to invite John to the meeting with Garry and Alasdair.
• Douglas and John returned.
• John summarised the board’s decisions to Douglas.
• Evelyn will inform the building’s owner of progress.
• **Collaborating with two young business women** Evelyn had been contacted by two young business women whose business interests may overlap with some of One Dalkeith’s objectives. The possibility for a collaboration was discussed though the women’s ideas are at a very early stage. One Dalkeith welcomes contact on collaborations with businesses.

**Post Meeting Note 20/12/18:**

• After considering the advice provided by OSCR, DTAS and the contents of the Constitution by majority vote (all those responding) the Board agreed that there is not a conflict of interest in this instance.

**Economy**

• **Business Improvement District (BIDS)** Tom reported that the consultation process has begun – via an email and questionnaire to businesses. The Place Team say the consultation to community members has had a good response, with 134 replies in the first two days and many answers providing detailed ideas for improving the town.
• Tom will meet with Restoration Yard which is keen to be involved in the Dalkeith Business Improvement District.
• An application to ‘MBTAG’ (Midlothian Borders Tourism Action Group) has gone in.
• There will be an accessible consultation in Jarnac Court in January, possibly on 12th January (TBC).
• On 17th December there will be a drop-in for businesses promoting the use of social media to those which do not currently use it.
• **Ironmills Micro-Hydro** Tom reported that Peter Robinson had determined that the timeframes
required to make legal agreements on landownership / access issues exceeded the deadline to acquire feed in tariffs, making the project economically unviable under current circumstances. The project is not being taken further now, however should the economic circumstances become viable the board is keen to reconsider the project.

- The board was extremely grateful to Peter Robinson for his extensive work on developing this project and for demonstrating the model whereby community members can use One Dalkeith as a vehicle to progress projects for the good of the community

**Arts, Culture Heritage**

- **The Big Art Community Christmas Event** The ‘Big Art’ is a collaborative comprising Dalkeith Arts, One Dalkeith, Art Club and the Krafty Crew. The event will be an arts and crafts focussed community café. The Community Woodland Ranger, Laura Goble will provide a woodcraft activity on behalf of One Dalkeith. Joy will arrange One Dalkeith’s stall and recruit any interested community members to an environment working group or to contribute to future arts events.
- Joy to contact Bill Kerr-Smith for CAB access.
- **Collaboration with Local Schools** Joy has contacted the Dalkeith Schools Cluster to ask to meet with the Head Teachers of the local schools.
- Douglas and Evelyn will attend an event by a Woodburn Primary School P7 class on changes the children think would make the area a better place. The board welcomes the children’s proactive contribution to the ongoing community conversation on regeneration and community facilities. Rona Duncan, the Communities Team Officer has also been invited via One Dalkeith. She will add anything relevant to the Dalkeith Woodburn Neighbourhood Action Plan.
- One Dalkeith welcomes invitations to collaborate and contact details are on the website.

**Environment**

- **River Esk Pollution / Biodiversity / Development Trusts Working Together:**
- **Gorebridge Community Development Trust** will be re contacted after their recent changes in trustees; Rosewell and Penicuik Development Trusts will also be contacted.
- **Newbattle Abbey College** - partnership work with Community Woodland Ranger, Laura Goble, is progressing well: One Dalkeith and MAEDT
Development Trusts assisted with the ‘Christmas at Newbattle’ event including with woodcraft activities, consultation and conversation on what activities for wellbeing and to enhance biodiversity local people would like in Lord Ancrum’s wood. Further collaborations are planned at local school Christmas fayres and at the Big Art Event.

- **Scottish Water** has invited Joy and Stuart (from MAEDT) and both Development Trusts to assist with the education campaign on ‘what not to flush’ that they will deliver to local schools in partnership with Midlothian Council. The board commended the progress on the Esk pollution campaign and are keen to develop this success by supporting the involvement of the wider community, and by taking up the opportunity to work with community members, Scottish Water, Midlothian Council, Eskbank and Newbattle Community Council and Schools to highlight ‘what not to flush’.

- **Working group** - Joy to make progress on starting a working group open to all community members who get in touch with offers to help on the Esk pollution campaign, the ‘what not to flush’ strand or any other aspect. The board agreed that some of One Dalkeith’s current grant can be used to support the development of this working group with venue hire and refreshment costs.

### Operations

- **Council cuts consultation** Susan to draft a One Dalkeith response to the proposed cuts, detailing how town centre community facilities could be a focal point for strengthening the community, and so local resilience.

- **Memberships** One Dalkeith to take up Volunteer Midlothian membership to support development.

- **Next Meeting** The focus will be on governance and strategy, in particular the Trustees Annual Report and the AGM.

- All project updates to be circulated a week before the next board meeting.

- **AGM** – Douglas suggested this once again be focussed on project work in each of the five petal areas.

- **Trustees Annual Report** Joy to circulate a draft as soon as feasible.
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<th>Finance</th>
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<td><strong>Online Banking</strong> – This is set up and Tom is working towards enabling reports to be generated in an automated fashion.</td>
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<td><strong>Finance Reporting</strong> Evelyn had checked One Dalkeith against DTAS’s ‘board health check’ and noted that finance reports should be sent out a week in advance of board meetings.</td>
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<td><strong>Large Grant</strong> The papers to be put before Councillors containing Council Officers’ recommendations will be available online on 11th December</td>
<td>All interested</td>
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<td><strong>BIDS Grant</strong> Tom will read the ‘back-to-back’ agreements that will enable the transfer of the remaining £20k into One Dalkeith’s account.</td>
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<td><strong>Trustee Register</strong> Joy has and updates this.</td>
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<td><strong>Insurance</strong> All board members to re-read the insurance quote William sent around.</td>
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<td>Joy to ask Ian Leaver what a Development Trust at One Dalkeith’s stage would pay for this.</td>
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<td>The board will determine what insurance to buy via online conversation.</td>
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<td>Joy to contact other boards to ask to work together on wider community environmental concerns and to have a shared insurance presentation in the New Year on trustees’ liability.</td>
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<td>Clark suggested basing an event on the ‘Dalkeith mile’ from the front of Dalkeith Palace to the Justinlees Pub.</td>
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<td>Time, date and location of next meeting</td>
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