

**ANNUAL GENERAL MEETING
CROMBIE COMMUNITY & LEISURE CENTRE
WEDNESDAY 8 MARCH 2023 AT 19:00**

AGENDA

1. Welcome & Apologies
2. Minutes:
 - AGM 2022 23 March 2022 (for Approval)
 - GM 07 December 2022 (for Approval)
 - MCM 22 February 2023 (FYI)
3. Current Office Bearers end of year reports:
 - Chair / Treasurer / Report on Warm Spaces Initiative
4. Current Management Committee to stand down
5. CRA Member to take the Chair for the Election of a new Management Committee
6. Election of the new Management Committee
7. New Chair takes the Chair
8. 2023 Events – to be approved
 - Spring Fling / Possible Event to mark Coronation / GALA 2023 / Village Tidy Up Event / Possible Fund Raiser for Ukraine
9. Community Garden and It's Your Neighbourhood Update
10. Budget for Coming Year
11. Any other competent business
 - Changes to CRA Constitution / Survey of Village / Damaged Grass and parking on grass outside Leisure Centre / Provision of more litter bins / Speeding in Village / Parking on Pavements / Keyholder Status for Leisure Centre
12. Calendar of future meetings:

MCM	As and when required	
GM	Wednesday 7 June 2022	19:00 – Community & Leisure Centre
GM	Wednesday 6 September 2023	19:00 – Community & Leisure Centre
GM	Wednesday 6 December 2023	19:00 – Community & Leisure Centre
AGM	Wednesday 6 March 2024	19:00 – Community & Leisure Centre

**ANNUAL GENERAL MEETING
CROMBIE RESIDENTS ASSOCIATION
WEDNESDAY 23 MARCH 2022 AT 19:00 HRS
CROMBIE COMMUNITY CENTRE**

MINUTES OF MEETING

PRESENT:

Committee Members

Katrina Kane – Chair (KK)
Ruth Padmore – Treasurer (RP)
Christine Middleton – Secretary (CM)
Michael Coughlan (MC)
Caroline Welch (CW)
Joeleen Hanlin (JH)
Linda Leslie (LL)
Craig Johnstone (CJ)

Attending

Kate McQuillan
Peter McArthur
Ben Morris
Nigel Stevens
George Welch
Bob Thompson
Elgin Hall
Evelyn Stewart

13. Welcome & Apologies

Apologies were received from Rory Donaldson, Tony Orton and Ashton Hutton. The Chair welcomed everyone to the meeting and thanked the village for the excellent turnout. It was good to see so many new faces taking the time to attend this meeting and give their support to the current Management Committee. The Chair apologised for the AGM not being held within the calendar year, but noted that there had been enough notice to delay the meeting until tonight, and apart from one villager, the rest of the CRA (the village) had not seen this as a problem.

The Chair informed the meeting that, for several months, the Management Committee had been having problems with one individual in the village who was not happy with the way that the Residents Committee is being managed. This individual had been harassing the Office Bearers and calling everything the current committee does into question. They had informed the Management Committee that “the village” is not happy with the way the MC is being run – when in fact it was this one individual on his own who had a problem with the MC. The feeling in the MC was so bad that the office bearers did not want to stand for re-election this year. The Chair reiterated that the MC is simply trying to do its best for Crombie but is being bogged down in legalese within the constitution which is the reasons the committee wishes the Constitution to be adapted.

In essence, one villager is attempting to make the Committee feel inadequate and is using the current Constitution to bully the Management Committee.

The Chair apologised for the lengthy introduction and said the rest of the meeting would be conducted with ABC – accuracy, brevity, clarity!

14. Minutes:

- AGM 2021 Monday 8 March 2021 confirmed as a record of the meeting - approved CW, seconded RP
- GM Meeting 6/12/2021 – for approval – proposed RP, seconded CW
- MCM Meeting 24/02/2022 for information

Matters Arising from GM Minutes –

- None

15. Current Office Bearers end of year reports:

- Chair – KK reported about events in the village – the easter event went very well with donations of eggs from Tesco, Aldi and the Co-op. The Management Committee distributed eggs to houses round the village following Government guidelines at the time – managed it as a team and everyone enjoyed it. The Party in the Park went ahead with less restrictions than the previous year, and all went well apart from the rain. The children certainly enjoyed themselves. The Macmillan Coffee Morning did very well with lots of home baking and fresh pancakes and scones. It was the perfect event for a community get together and raised a lot of money for the Charity. Last year's Halloween event was held in the Community Garden polytunnel and was a bit different with people jumping out and scaring the kids. Again, there was lots of events and fun for the children. In December, Crombie held its very first Christmas lights switch on with our very own celebrity JJ Chalmers! The evening went down very well with donated pizzas from Pizza Fantasia, along with mulled wine and xmas pies. Some donated lights added to the spectacle. Later in the month, Santa was welcomed to the cabin again, and had very interesting chats with the children, who left with a chocolate Santa and some hot chocolate.
- Treasurers Report – RP handed round copies of the current Accounts for the period to 23 March 2022 (See **Appendix A**). The Accounts are up to date as of the last bank statement – there should be £500 more in the account than shown due to grants received but not on the statement. RP reported that the biggest expense is insurance – over £700 for the liability insurance for the events and community garden which is a big chunk out of our money. The CRA relies on grants and events to raise funds, and due to Covid there has not been the opportunity for much fundraising over the last two years. Using the Polytunnel and the Community Garden Cabin for events and Management Committee Meetings rather than hiring the community centre helps keep the costs down. The expenditure for Santa and Halloween was covered by donations. The Community Garden costs money to run but CW does an amazing job shopping around and getting bargains which means it has brought in more money than it's spent.
- Secretary – no further business to add.

16. Current Management Committee stood down.

17. Mike Coughlan took the Chair for the Election of a new Management Committee.

18. Election of the new Management Committee.

New Management Committee were elected as follows:

Chair – Katrina Kane

Vice Chair – Mike Coughlan

Treasurer - Ruth Padmore

Secretary - Christine Middleton

Committee Members – Caroline Welch, Craig Johnstone, Kate McQuillan, Pete McArthur, Ben Morris, Evelyn Stewart, Linda Leslie.

CW informed all present that as Mike C has been a previous Chair of the CRA, he has the experience to guide the Management Committee if it is perceived by non-Committee members that it is going wrong in any way.

19. Newly Elected Chair resumed the Meeting

20. 2022 Events

- Chair to organise an Ad Hoc meeting with new Committee Members to agree the 2022 Events Calendar.
- Events – Easter to be done differently this year as shops are refusing donations of Easter eggs. This year to be adapted to an easter egg hunt and decorating easter bonnets. Children to have lots of activities to do and get sent away with a crème egg. Peter McArthur offered to source his contacts to try to get donations of easter eggs. Possibly get as much as 60 to be used as prizes. There will be no gala this year as in past year, but the Committee would like to do something for the Queen's Platinum Jubilee – organise a street party and get together. RP to source gala grant. All events approved by all members present.

21. Community Garden Update

CW informed the meeting that £200 allocated to the Community Garden last year had been mainly used for the hire of a handyman to lay slabs and the purchase of bedding plants. A donation of marigolds helped to fill pots round the village. The daffodil bulbs which were planted round the village last year are coming out now and looking lovely and it is hoped to be able to buy more bulbs this year as they are maintenance free. The veg grown in the beds and the polytunnel last year was well received and Bob is good at getting money from prospective purchasers. Watering duties were mainly carried out by Linda. It is planned to grow more veg and plants this year.

Last weekend was very productive at the Garden Cabin as the regular team was joined by Nigel, Craig and Andy – more slabs were laid, and the fence fixed after the recent gale. Manure for the beds was donated by Waulkmill farm and laid by Elgin and Bob and is ready to be used on the outside beds. CW has recently planted cabbage, peas, tomatoes, onions and carrots – hopefully this will generate interest. A Community Garden doesn't happen overnight but we are dealing with people who know nothing about gardening, and the current garden club are thankful for all the helpers. Kate McQ asked why the plantstand had been removed from outside her house and was informed there was no plants in it and it was taken back to the community garden for repainting and refilling with plants. The floral committee have been offered a boat from Watchman Alarms which will be painted up and filled with plants – location to be decided.

Bob encouraging people to give money has helped donations. It is hoped this year to encourage children to plant and grow their own veg, and then make a pot of soup with it – anybody that can help with this initiative, or would like to do other activities – climate change/food poverty etc – please contact a member of the Management Committee.

22. Budget for Coming Year

RP to apply for gala grant and the pending £500 grant money. Using garden cabin instead of community centre has kept costs down as it doesn't incur an £18 per hour hire charge for the community centre.

23. Any other competent business

Constitution - There had been a written submission from Cllr Tony Orton regarding proposed changes to the Constitution, and it was read out to those present (**Appendix B**). In reply, the Chair informed the meeting that at no time did the Management Committee say we would “change” the Constitution. The aim is simply to alter it to make it more clear and easier to understand. The MC has been criticised for not following the Constitution to the letter, but it is too intimidating and unable to be used by laymen. We are a small village community – not local government officials, and the jargon is far too complicated. Peter McA said that most normal people would be put off just by looking at it. Craig J said that this is a community council constitution altered for Crombie, and it suited the needs at the time, but things have moved forward, and the document is overly complicated. The simplified draft version obtained by Ruth covers all aspects of the original and is written in plain understandable English. Kate McQ informed the meeting she has a Constitution for her allotments and it is a simple one page document. It was noted in Cllr Orton’s submission *“The CRA Constitution was adopted on 23 March 2015 and amended on 26 October 2015. The background to this decision was to ensure that no one individual or small group of individuals could make decisions that effected the village,”* – and yet he had been using the self-same Constitution to get his own way. It was agreed by a unanimous show of hands that the current Constitution should be amended. RP to organise ballot of villagers. It was agreed to have a Special General Meeting at the beginning of a future General Meeting to vote on it.

Sign at MoD Depot – there had been concern over signs that have appeared on the MoD property regarding dogs exercising with handlers. The Chair has contacted the Depot and has reassured dog walkers that the depot have no authority to stop people walking dogs there. Leaflets will be coming round the village explaining the reasons for these signs and giving further instructions.

24. Calendar of future meetings:

MCM As and when required

GM	Wednesday 22 June 2022	19:00 – Community Centre
GM	Wednesday 7 September 2022	19:00 – Community Centre
GM	Wednesday 7 December 2022	19:00 – Community Centre
AGM	Wednesday 8 March 2023	19:00 – Community Centre

CRA ACCOUNTS 2020- 2021
INCOME AND EXPENDITURE TO 28 February 2022

			2021-2022	2020-2021
<u>INCOME</u>			£	£
01 GENERAL	Admin		250.00	0.00
02	CCLC Hire		0.00	0.00
03	Environment		250.00	0.00
04	Misc.		0.00	0.00
05 SOCIAL	Easter		75.00	0.00
06	Gala		285.00	650.00
07	Halloween		75.00	0.00
08	Xmas		475.00	0.00
09 GARDEN	Admin		0.00	0.00
10	Events		0.00	0.00
11	Equipment		500.00	0.00
12	Plants		69.80	0.00
			1,959.80	650.00
<u>EXPENDITURE</u>				
01 GENERAL	Admin	51.12		68.92
02	CCLC Hire	0.00		13.30
03	Environment	0.00		0.00
04	Misc.	0.00		0.00
05 SOCIAL	Easter	10.00		209.85
06	Gala	516.50		708.14
07	Halloween	10.00		55.71
08	Xmas	221.80		67.10
09 GARDEN	Admin	500.00		350.00
10	Events	0.00		0.00
11	Equipment	288.81		349.24
12	Plants	135.15		38.73
			1,733.38	1,860.99
EXCESS OF INCOME OVER EXPENDITURE			226.42	-1,210.99
STATEMENT OF FUNDS:				
Balance brought forward @ 1 APRIL			3,363.72	3,308.14
Income over Expenditure			226.42	55.58
Fund @ Current date			3,590.14	3,363.72
REPRESENTED BY:				
Bank Account			3,526.56	3,308.14
Cash			63.58	55.58
			3,590.14	3,363.72
<u>BALANCES:</u>				
	GENERAL		-40.07	-488.95
	SOCIAL		577.68	445.98
	GARDEN		3,053.23	3,407.39

Signature.....(TREASURER)

Date.....

SUBMISSION TO THE CRA AGM 23 MARCH 2022 – BY TONY ORTON

Subsequent to the dissolution of Crombie Community Council (CCC) in 2013, Crombie Residents Association (CRA) was created at a village meeting on 19 February 2013. The creation of CRA, instead of a Community Council was supported by 79% of the residents present. The intention was to create an Association that was governed by the village for the village. The CRA Constitution was adopted on 23 March 2015 and amended on 26 October 2015.

The background to this decision was to ensure that no one individual or small group of individuals could make decisions that effected the village, including fund raising and expenditure of funds, without the agreement of the village - as had happened in the past with CCC.

The Constitution requires that there should be four village meetings a year, including an AGM in March at which the Management Committee (MC) is elected. The day-to-day management of the Association is by a MC that meets as and when required. The MC is subject to the governance of the Association.

Some members of the current MC have indicated that the CRA Constitution is too complicated for a small village. The response to this is that the CRA Constitution has served Crombie village well since it was constituted in 2015. However, the governance of the Association is dependent upon the support of the village at village meetings. During the past two years, because of the Coronavirus Pandemic, the attendance at village meetings has been minimal – made worse by not being appropriately publicised/ promoted.

Consequently, any proposed changes to the CRA Constitution should be subject to approval by a referendum of the village.

CROMBIE RESIDENTS' ASSOCIATION
GENERAL MEETING
Wednesday 07 December 2022 at 19.00 hrs
Crombie Community Centre

MINUTES

PRESENT:

Katrina Kane - Chair (KK)
Caroline Welch – Social Convener (CW)
Christine Middleton - Secretary (CM)

ATTENDING:

Councillor Brian Goodall
Bob

1. Welcome and Apologies

Apologies were received from Ruth Padmore, Mike Coghlan, Joeleen Hanlin, Ben Morris, Kate McQuillan and Tony Orton. The Chair welcomed everyone to the meeting. The Chair noted that the meeting was not quorate, but would still go ahead. Any financial decisions would be carried over to the next meeting which would be the AGM in March, which would hopefully have a better attendance from the village.

2. Minutes

GM Meeting 7 September 2022 – noted and agreed (proposed by KK, seconded by CW).

MC Meeting 16 November 2022 – noted, no queries arising (proposed KK, seconded by CW).

3. Business Arising

- In minutes of last GM, Tony Orton mentioned about the Village Survey – this has been discussed by the Management Committee, but we have not been able to pull things together to get this underway at this point. We will be going forward with it and make it more professional looking, and easier to fill in as it could be combined with door-to-door raffle ticket sales. The intention is to get the Christmas activities completed, and concentrate on this and the Constitution changes in the New Year.
- It was noted in the minutes that 4 people wanted hard copies of CRA leaflets – this has now risen to around 15 households.
- Constitution – no change, still on-going. MC is aware that the bank account names need altered.
- Return of keys by Tony Orton and gas bottles to be returned to him – no change on this, and no correspondence regarding this.

4. Correspondence

The Chair informed the meeting that in the last 48 hours we have conditionally been offered £2700 from volunteer warm spaces grant to hire hall more frequently to get residents together and offer a “Warm Space” to Crombie residents and to other villages. There is also scope for Pop-Ins for informal meetings and talks and Games days (nights) such as cards and dominoes etc with soup and a roll light lunches provided. People in the village are excited about this. Councillor Goodall

enquired if there are firm times or dates for this yet but this has literally just been awarded and the Management Committee will be looking at availability and ideas. There is scope to use the small meeting room in community centre to start with. Heat the person, not the room. On-going.

5. Reports

The Chair informed the meeting that the MacMillan Coffee Morning and car boot event have generated positive feedback. The Halloween party was a great success, but thought is to be given to parties for different age groups and to possibly take the teenagers and older kids out for a different activity. The recent bulb planting and building of the bug hotel had been well attended and had lots of interaction from children. The Xmas light switch on event also went well, with JJ Chalmers kindly switching on the lights again this year.

The Treasurer had submitted the financial report to the Chair to the end of November, informing the meeting that the December bank statement had not been received. A full report will be available for the AGM in March.

6. Community Garden Report

The committee had been made aware on an Environmental services grant but this was not followed up due to pressure of work commitments. The provision of Portaloos was discussed and better access to facilities in the Community centre, which was agreed was a better option. Kitchen and toilets are needed and are on our doorstep in the under used community centre. Cllr Goodall offered to try and get a representative from Fife council along to a meeting and discuss our needs and options. It was again discussed about trying to get key holder status for the Community Centre. Cllr Goodall to ask Alistair Mutch about the idea and possibly have a special meeting.

7. AOB

- Update on Housing Development - this was supposed to be started in November and completed in a year. The Start date has been pushed back but the reason for this is not known. Any more information will be updated by e-mail and Facebook. The developers are still committed to doing something about the recycling point.
- The Christmas Grotto event was discussed and the activities for children to do while waiting for Santa was discussed.
- It was mentioned in recent minutes that gym equipment was needed and a figure of £10K was quoted to 5 items of equipment – this was seen as a good idea, but feedback was that it wasn't a good use of funds. Although the gym equipment would benefit the health and fitness of the village other ideas were discussed – possibly ask Active Fife to set up taster sessions for next year. This is a possible item or inclusion in the Survey.

1. Calendar of future Meetings:

AGM	Wednesday 8 March 2023	19:00 – Community centre
GM	Wednesday 7 June 2023	19:00 – Community centre
GM	Wednesday 6 September 2023	19:00 – Community centre
GM	Wednesday 6 December 2023	19:00 – Community centre

MC meetings as and when necessary

**CROMBIE RESIDENTS' ASSOCIATION
MANAGEMENT COMMITTEE MEETING**
Wednesday 22 February 2023 at 19.00 hrs
Community Garden Cabin

MINUTES

PRESENT:

Mike Coughlan, Vice Chair (MC)
Ruth Padmore, Treasurer (RP)
Caroline Welch, Social Convener (CW)
Christine Middleton, Secretary (CM)

ATTENDING:

Kate McQuillan
Ben Morris

8. Welcome and Apologies

Apologies were received from Katrina Kane due to illness, and Joeleen. The Vice Chair welcomed everyone to the meeting.

9. Minutes

No minutes were presented.

10. Business Arising

There was no Business Arising.

11. Correspondence

No correspondence was discussed.

12. Future Events

Upcoming AGM

The Committee went through the proposed Agenda for the AGM. The Vice Chair noted that several committee members had stood for re-election for some years now, and suggested checking the current Constitution to see if there was a limit on the term that members could hold positions. **Post Meeting Note** – there is no limit on the length of service that committee members can serve.

It was agreed that a Report on the recent Warm Spaces initiative should be added to the Agenda for the AGM, along with a report on the Community Garden and It's Your Neighbourhood result.

The committee discussed again trying to achieve Key Holder Status for the Community Centre and it was decided to discuss this at the AGM to gauge the views of the village.

The subject of speeding in the village was again discussed, and it was agreed to approach Cllr Goodall to see if there are any initiative that would be useful to the village. Also, the recent incident of parking on pavements which had been raised on the Community Facebook page was discussed and will be added to the AGM agenda for further discussion. Possible use of stickers for car windows that are parked on the pavement was one possible solution.

There was a suggestion that the CRA should invite Fife Voluntary Action Group to visit with a view to helping the CRA achieve charity status, and fund raising methods.

It was noted that the Warm Spaces initiative has only been going for 15 weeks, instead of the 18 that it should have due to starting late, so guidance is needed as to whether we can extend the initiative for 3 weeks extra, to ensure all the grant money is expended.

The questions for the Village survey were discussed, and an on-line version is to be trialled to go on Facebook to get responses.

13. Calendar of future Meetings:

AGM	Wednesday 8 March 2023	19:00 – Community centre
GM	Wednesday 7 June 2023	19:00 – Community centre
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GM	Wednesday 6 December 2023	19:00 – Community centre

MC meetings as and when necessary