

**Minutes of the First Meeting of the Board of Trustees  
Castle Loch Lochmaben Community Trust  
Held on Tuesday 29<sup>th</sup> April 2014, at 10am, at Lochfield Cottage**

**Those Present**

Elected members of the Board of Trustees -

David Rose (DR), Neill Smith (NS), Howard Baisden (HB), Lynne Longmore (LL), Tony Hancock (TH), Jack Wade (JW), Ian Stewart (IS), James Coles (JC).

Darren Flint (DF) Development Officer

**Apologies** Freda Seddon, John Hugo

DR in the Chair

Minutes recorded by LL in absence of FS

**Also in Attendance**

DR warmly welcomed Alistair Brown(AB) and Colin Howe(CH), both members of the CLLCT

**Election of Office Bearers**

Chairman - HB proposed David Rose seconded by JC and agreed  
Treasurer - IS proposed Neill Smith seconded by TH and agreed  
Minute Secretary - DR proposed Freda Seddon seconded by HB and agreed  
Vice Chairman - HB proposed James Coles seconded by TH and agreed

**Minutes of Last Meeting**

Minutes of the Fourteenth Meeting of the Castle Loch Lochmaben Community Trust (CLLCT) Steering Committee held on Tuesday 25<sup>th</sup> February 2014, at 10am, at Lochfield Cottage.

IS notified FS of a couple of errors in the minutes which were subsequently corrected. Approved and accepted as right - proposed by HB seconded by JW.

Draft Minutes of the first CLLCT AGM, held on 25<sup>th</sup> March 2014 to be approved at next scheduled CLLCT AGM.

**Matters Arising**

DR has met with representatives from the Annandale Sailing Club (ASC) to discuss the new sanctuary areas on the Castle Loch and the inhibited access for any power boat to these specified areas as indicated on a map of the Castle Loch presented by DR. This has been agreed. DR has also requested that members of the sailing club refrain from entering the reed beds and the sanctuary with any sailing craft. This request was accepted by the ASC in principle, but leeway was requested for exceptional circumstances when an unavoidable situation may occur out-with regular procedures. This was agreed and approved by those present.

DR & HB met with Vaughan Phillips from Lockerbie Manor Adventure (LMA) (Globe Brow Ltd.) to discuss issues relating to the use of the Castle Loch for their commercial business enterprises, mainly involving groups canoeing on the loch. He was asked if there had been any previous financial arrangement or otherwise in place with the previous owner of the loch, Captain Maitland-Carew to which he replied there had not. It was then pointed out to him

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that the Castle Loch Fisheries and the ASC contribute to the CLLCT. It was subsequently agreed between the two parties, that LMA pay £25 per visit. LMA staff to keep account of days on loch and to pay quarterly. HB to keep contact list with Manor Adventure staff.

DF has agreed to meet with LMA staff to discuss in detail, the required behaviour and proper use of the loch in relation to wildlife and the natural environment together with expected considerations for all other users of the loch including the sailing club, fishers and the general public. DR also discussed the restricted designated area for use by the LMA, again indicated on a map of the Castle Loch. This area could possibly be increased to an agreed determined point on the loch, out-with the official nesting season.

JC added that the ASC have also been in discussion with the LMA who approached officials at the ASC with regard to possible development of sailing activities and use of the jetty. However the ASC declined any direct involvement with LMA as the club is not a commercial enterprise. Liability issues were also of concern.

NS mentioned the occasional private use on the loch of a skiff, but this was not regarded as a problem.

DR has been investigating the local Post Office as a useful central outlet with regard to promoting and advertising the CLLCT array of clothing items with embroidered logos, taking orders and collecting money. A discussion was then held as to who should be entitled to wear the said CLLCT items. Originally it was suggested members only should be entitled to order these logoed items but it was agreed that anyone should be allowed to buy and wear them and that any promotion of the CLLCT was to be encouraged. CH suggested that photographs of the various garments being modelled should be displayed on posters and on the website, to encourage sales.

NS presented the current financial situation and handed out detailed accounts. In particular he mentioned the bank balance of £29,172.84 and £297 received from fishing income for a period of 8/9 weeks.

HB raised the matter of building insurance. Lochfield Cottage is currently insured as 'an empty building' but queried whether contents should now be included. NS to investigate further.

IS updated the meeting in relation to fundraising and stated that no grant claims were outstanding but that it would be prudent to look ahead to perceived funds required for Year 2. An amount of £25000 would be available from the Scottish Land Fund but other sources of funding such as Magnox must be investigated further. The finance sub-committee is to meet this afternoon to discuss these issues.

DF mentioned volunteers through CSV with regard to laying the footpath and applications for grants through Action Earth, up to £500. A question was raised by CH re members receiving email updates regarding volunteering projects. DF to make sure the database is up to date and that this information is sent out in paper form for those who do not have email.

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TH brought up the issue of funding possibilities via various wind farm community grants and explained how the Community Council would be required to request these grants and allocate accordingly to local groups including the CLLCT. The funding available from the Harestanes site would be confirmed at a future date and TH to keep the trustees informed. DR thanked TH for the information. CH also mentioned the COOP as a possible source of local grant funding.

HB informed the meeting he has been told by Beverley Wilkinson that a flag will be allocated to the CLLCT to celebrate The Day of the Region, Dumfries and Galloway held in September.

DF – **Progress Report:** all official documentation associated with Health and Safety requirements for events and volunteers, is now in place. He confirmed that a Spring Clean event on the 9<sup>th</sup> April was attended by 12 people and the first public event has been held. An Easter Egg Trail held on the 14<sup>th</sup> April was attended by 50 children and 25 adults. £35 received in donations. DF plans to hold two volunteering events per month - on the 1st Saturday and 3<sup>rd</sup> Thursday. Everyone will meet at Lochfield Cottage. There will be a short briefing and necessary paperwork completed prior to each activity. He hopes to organise continued litterpicks around the Lochside footpaths which he hopes will be led by FS with the next scheduled litterpick and tidy around Lochfield Cottage scheduled for this Saturday, 3<sup>rd</sup> May and a one off on 15<sup>th</sup> May. DF reported that two gazebos have been kindly donated for the use of CLLCT and that he is working on a plan of future events to include a talk by FS on bats, LL on curling history in Lochmaben, Fishing Taster sessions and Bio Blitz surveys. With regard to development of Lochfield Cottage garden, DF has approached the Lochmaben Girl Guides to become involved with a three month activity plan which will include the layout of a Scottish wildlife garden within the form of the GG Trefoil badge.

DF is keeping a scrap book of press cuttings related to the CLLCT which will remain in Lochfield Cottage and he is happy to report that donations of items for the cottage are coming through from members. Updates and Newsletters will be emailed with hardcopy versions available for distribution to approximately 300 people. Possible use of the Noticeboard at the old jetty carpark and also the notice board at the Town Hall to promote updates etc.

IS stated he was delighted to hear of all those planned events and asked that notes of numbers including names and addresses of those attending would be beneficial when accessing funding from LEADER as they require specific details and evidence of persons attending events. It was suggested that public events would prove almost impossible to gain detailed information, with totals attending the best to hope for, whereas volunteering events would be more successful. There then followed a debate about the Data Protection Register JC suggested that DF check out the Data Protection Website for more information and HB advised on the legal complexities of storing personal information.

DR thanked DF for all his hard work.

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DR stated that there are now 281 signed up members. He raised the topic of members pin badges with estimates found online for a quantity of 300 supplied at a cost of 63p each 12mm, and 67p each for 16mm. Suggested they could be sold on for £1 each with proceeds to CLLCT. To be investigated further. DR is also working on securing volunteers to act as a Correspondence Secretary and a Membership Secretary, hopefully through Lochmaben Post Office. Details to be confirmed.

### **Footpath Report**

DF reported on the progress to date regarding bids for the fencing, the project has been awarded to Murray of Beattock. Timings for the work to commence are to be agreed, from August. As the work for the path and footbridge will cost more than £5000 a RFT was advertised. Ten responses were received. After careful deliberation, the cheapest estimate was closely followed up and finally awarded to Clydesdale Community Initiatives based in Lanark. Their pricing was extremely competitive with a well-executed, detailed and structured plan. They incorporate a charitable aspect to their work which DF was very impressed with and felt complimented the ideals and aims of the CLLCT.

Trevor Ford from Lochmaben has volunteered to help clear the footpath with chainsaw services. He is ex forestry and has appropriate qualification certificates. Cost /volunteering for doing any work will be discussed. It is hoped that this will commence from the 15<sup>th</sup> July. DF is also investigating contacts with regard to the Lockerbie Road verge and the continuation of the existing pavement which currently ends at the entrance to 'Beauly'. DR is investigating the original position of the boundary of the garden of Beauly and the route of the fence and whether a move of the fence could be negotiated to allow a wider verge.

### **Lochfield Cottage – Feasibility Study**

HB has produced a comprehensive feasibility study brief, a copy of which was presented to all those present. A feasibility study is required to demonstrate the need for future funding from appropriate sources. A discussion then followed as to the costs involved in obtaining a FS and the best way of advertising for appropriate bodies to put forward a proposal to undertake the project. To be investigated further.

DR thanked HB for all his work.

A brief discussion then followed on the website development and associated social networking links including Facebook and Twitter. DF has had website training from JC. The content and layout has been refreshed and now includes info on wildlife, how to get involved, activities & events, guidelines, buying logo clothing etc. [www.castleloch.org.uk](http://www.castleloch.org.uk)

To date Facebook 126 'Likes' and approx. 25% 'Talking About' - a very good rate. Twitter has 66 followers – this is a different audience to Facebook and a means many people are now engaging through social media.

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DR suggested future meetings are to be held on a Bi Monthly basis and gave notice of the future Board of Trustees' meetings, scheduled for the forthcoming year: June 26<sup>th</sup>, August 26<sup>th</sup>, October 28<sup>th</sup>, December 23<sup>rd</sup> and February 24<sup>th</sup>.

**Any Other Business**

CH handed out A4 information on 'Men's Sheds'; to be discussed at next meeting.  
Meeting concluded at 12.02 pm.