**Largo Communities Together Minutes of Meeting Monday 26 August 2024 (60)**

 **Largo Library & Community Hub**

**Board Members Present: T Brown, N Conlin, C Duff, A Duff, JP Easton, S Green, E Macdonald, J Miller, L Robb (Chair)**

**In attendance: E Clarke (Councillor), B Diamond (Pier), P Logan (DO), L Muszynski (Pier), R Muszynski (Pier), R Paterson (Community Resident), G Smith (Largo Links), C Wood (Admin & Bookkeeping)**

**Apologies: A Brown, J Kerr, J Simpson**

**1.Welcome, Update, Apologies**

All in attendance were welcomed to the meeting. Welcome extended to those attending an LCT Board meeting for the first time.

All Board members introduced themselves. Those in attendance explained their purpose in attending the meeting.

LR introduced the focus of the meeting’s business: reviewing progress over the summer break, Pier update.

**2.Minutes of Monday 24 June 2024 (59)**

Minutes of Monday 24 June 2024 proposed by SG and seconded by TB.

Actions arising from the previous meeting (59) would be covered within the agenda.

**Subgroups**

**3.Pier Update (BD, RM)**

* Noted information re the Pier was regarded as confidential until it would be shared with the community at an organised meeting. Date TBC.
* BD recapped on previous important points as noted in the Minutes of 24 June 2024.
* Developments re the Pier had now ceased.
* Although Levenmouth Reconnected may have granted £700,000, this was not enough to fund the project; nor indeed could it have been spent within the specified timescale of March 2026.
* This fund was no longer available to access.
* However, fundraising had been ongoing in the community and there was much goodwill re the Pier. As previously noted, the situation and reasons why re the Pier would have to be communicated as soon as possible.
* The Pier Group was withdrawing from developments but if another benefactor were to be forthcoming or if the Crusoe wished to take the project forward then the Pier Group members could advise and support.
* Plans and helpful documentation were available to RIBA Stage 2, e.g. costings, topographical survey, archaeology scoping. These were owned by LCT. The Pier was not owned by LCT/community and there was no liability for it. The Pier is owned by Thunder Holdings/The Crusoe.
* There had been no discussion with Thunder Holdings; nor had there been any recent discussion with G Bucknall and the Crusoe, and no response to SG’s emails. Clarification was required re the Crusoe position and the Pier.
* Noted that it was thought that G Bucknall would decide on the purchase of the hotel by 31 March 2025. It was G Bucknall and the Crusoe to decide on the next step re the Pier.
* LR had started a timeline outlining the main developments in the Pier project over the last five years. All funds allocated could be accounted for in every aspect. A more detailed report was being prepared giving detailed background and would be posted on LCT’s website; a summary and graphics would also be added.
* A community meeting date would have to be confirmed circa late September with notice given in good time.
* LR, SG, TB, BD, RM, PL would meet to plan input for the community meeting. G Bucknall would also be invited. TB would liaise with G Bucknall. Planning meeting date TBC but soon. (Date of meeting now Sunday 15 Sept at 7.30pm)
* The Pier bank account will be closed. JS had informed Levenmouth Reconnected that we would not be accepting the grant if it were to be awarded. Noted that R Graham had approached all major funders in his efforts to raise large funds over the course of developments. EM could provide up to date information on Pier accounts.
* SG had met with J Gilruth MSP and asked if the funding timescale could be extended. She reported that she would ask the Transport Minister. To date, SG had not heard from her.
* On behalf of LCT, LR thanked the Pier Group for their very considerable work on the project. It was now time to explain the situation to the community and to prepare for the public meeting.

**4.Resilience Update (JPE/NC), LL Friendship Group Agreement (JPE/EM)**

* A small working group had been convened to take forward developing the Largo area towards becoming a Dementia Friendly Community (LCT Trustees, Paxton, Peacehaven, community residents, Fife Council). They were being advised by Shirley Heeps, Adviser, Alzheimer Scotland.
* To inform the Largo area community about how we might go about this and to increase our awareness re dementia, three information sessions had been organised across the area.
* Dates and venues noted: **Paxton Centre 5 October 2024 10.00 - 11.00am; Simpson Institute 17 October 2024 2.00 - 3.00pm; Durham Hall 31 October 2024 6.30 - 7.30pm.**
* In addition, Virtual Dementia Training had been booked for 18 November 2024. A virtual training bus will be made available for 32 members of our community to experience this immersive training opportunity.
* Local businesses were being made aware of the development. It was hoped that members of their staff would attend the above opportunities.
* Online training was also available through Alzheimer Scotland.
* The Lower Largo Friendship Group was now within the auspices of LCT/Resilience. As noted in previous minutes, the group had been granted funding which would be accessed through LCT accounting within the Resilience Group. Requests and receipts should be submitted within the usual processes. A sub-group agreement will be discussed with The Friendship Group around how we hold the funds and how they can be accessed. (LR/EMcD/JPE)

**5.Assets & Access Update (AD)**

* Affordable housing was noted as a priority for the community within the LLP. AD was researching how to take this forward. Discussion had been arranged with individuals in exploring this issue further. AD would share details at a later stage.
* The availability of affordable housing would allow those not yet on the housing ladder access to the local area. The Rural Housing Burden on the sale of the properties could be utilised if suitable land were to become available. At some point in the future, the intention was to set up a housing trust to hold the Rural Burden and possibly rent some of the homes within.
* SG reported on the Lundin Links Hotel site. Middlebrooks, the liquidators had not been forthcoming to date. De facto, the site was owned by the Scottish Government. If the site were to be sold, it appeared that the liquidators required funding from SG for sales and marketing costs. LACC had contacted Middlebrooks but have had no response to date. Jenny Gilruth was to investigate the case. The site would be appropriate for social/multigenerational housing but at present the community was locked out of the process. LACC will continue to in their efforts to communicate with the liquidators.

 **6.Friends of Largo Bay (CD)**

Report emailed for reference prior to the meeting. Comments noted on the following areas:

* Art & Education
* Biodiversity Monitoring
* Environmental Action
* Largo Beach Wheelchairs: noted JK was making great progress fund finding and asset acquisition. Several volunteers had come forward to help with this project.
* FoLB equipment was being stored at 11 The Temple until the Changing Places toilet was in situ.
* No start date yet specified for CPT. Hopefully this will be soon. Funding had been ringfenced.
* Noted £30,000 donation for a beach wheelchair recently received by JK. (Will be ring fenced in QuickBooks)
* Sewage issue in Largo Bay noted by Wendy Alexander MP.

**7.Culture & Heritage (SG for GG)**

Report passed to NC. Noted:

* Matt Pointon ( Levenmouth Tourism Association) and PL had been working to finalise the local trails which should be going live soon. A few tweaks were required for the Lower Largo Trail but still hoping to have the information boards put up - Harbour and Massney Braes.
* People had been expressing an interest in joining a heritage group. An initial meeting was arranged in the library at 1.00 2 September 2024. Subjects for discussion to include archiving, social story recording, memory chats, pop - up exhibitions and other interesting ideas.
* PL and GG had been liaising with Marion and Mary and the history group in Methil. This had been useful and informative, providing ideas and contacts. They will continue to liaise with them.

**People/Finance/Governance**

**8.Treasury Report (EM)**

* CW will now be running bookkeeping and admin within LCT. To contact: Claire@largoct.org.uk
* Largo Links accounts will be coordinated within LCT. All accounts will be under LCT within the Quick Books system. It was essential to have transparent accounting processes. All accounts will be submitted to an external accountant, our external accountant in line with due processes.
* FoLB to be organised within the ledger of accounts. Pier account to be closed and funds and remaining small fund to be held in a QuickBooks account.
* EM to liaise with SK and an interim statement of accounts to be emailed to Trustees.
* PL’s contract had changed to a self – employed Community DO. We should all be mindful of calls on her time. Deployment to subgroups and assigned tasks had previously been discussed.
* Zurich Insurance now to include Beach Wheelchairs being stored only.

**9.Funding Group (JM, EM, LR)**

The Funding Group intended to meet on a six-week cycle. Their first meeting had ascertained their focus: availability of short-term grants; researching funding opportunities; taking cognisance of the funding climate; maintaining a spread sheet of their investigations.

**10.LCT Strategy:**

Date of next STRATEGY meeting will be Monday 30 September 2023 at The Aurrie

Agenda to include:

* Meeting re Housing Trust, affordable housing and how to take forward
* Sustainable income for LCT
* Roles and responsibilities of Trustees

Noted with his agreement, Brendan Diamond to be co-opted on to LCT as the Pier chair. All in attendance agreed to this appointment. TBC at next AGM in November 2024.

**11. Governance & People (EM)**

* AGM to be organised for 25 November 2025.
* SG announced his intention to step down as Vice Chair. He would remain as a Trustee. He leads and supports on a range of LCT functions in the Vice Chair role. A new Vice Chair will be sought. To be discussed at the Strategy Meeting of 30 September 2024.
* Pier Group may re-group in due course with a revised focus and purpose.

**12.DO Update (PL)**

* This was PL’s final report in her role as Community DO. Noted her working arrangements had changed to self – employed status.
* A Community Learning Exchange managed through DTAS was presently underused. Funds were available to exchange knowledge and visit other projects across the country. PL advised that this could be useful for some of LCT subgroups, e.g. Assets & Access, Culture & Heritage.
* Noted an interesting podcast: 1,000 Better Stories Round Scotland worth exploring.
* Podcast training session available for a youth project. Contact PL.
* Need to interest youth involvement specific to their needs. Consider – young people’s experience of the area and how to improve it. A Cargill, Lundin Sports Club had offered the Sports Club. More discussion required.
* PL was now working on an hourly rate and her time would have to be negotiated.

**13.Marketing & Communications (GS)**

Issue (16) due to be delivered to the community 7 September 2024. Issue (17) will focus on a Burns theme. One new person had been recruited to the team. CW will now look after finance within LCT.

**14.AOCB & Date of Next Meeting (LR)**

**Strategy Planning Meeting at the Aurrie 30 September 2024 7.00.**