

**Cumnock Action Plan Steering Group Meeting
MINUTES OF MEETING**

Tuesday 30th August 2016

Ceremony Suite, Rothesay House, Cumnock

Present: Bobby Grierson; Janice Hendry (Minutes); Neil Given; John Senior (Chairperson); Scott Riddex; Peter Black; Lynne Jeffries; Irene Smith; Morris Donnelly.

Guest: Nicola Turner (Community Project Officer – Keep Scotland Beautiful).

Apologies: Helen Ng, Lexy Scott, Allan Gray and Eddie Rutherford.

	Agenda Item	Action Points
1	Welcome & Apologies Bobby welcomed Morris Donnelly and Nicola Turner to the meeting and asked that Nicola's Keep Scotland Beautiful presentation be the first item on the agenda after business matters. John Senior volunteered to be Chair	
2	Previous Minutes: Tuesday 16th August 2016 Amendments: None Proposed: Janice Hendry. Seconded: John Senior.	
3.	Business Arising (Not on Agenda) None	
4	Correspondence Ciss McCreadie provided information for potential purchasing of Xmas lights – this is re the sub-group in partnership with Cumnock Business Association	Janice, Allan, CBA
5	Nicola Turner. Community Project Officer – Keep Scotland Beautiful Nic thanked all in attendance for the invitation and informed the group that Cumnock Action Plan is very impressive and environmentally friendly. KBS is a charity that expanded from litter picks and progressed now to Eco schools; climate challenge fund etc. There are a number of ways for the Steering Group to become involved: <ul style="list-style-type: none"> • Clean up Scotland campaign – easiest is the Litter pick – she recommended keep doing them it is an easy way to get volunteers on board. The KBS website has free marketing available for local groups e.g. Greggs sponsor and provide free cakes so best plan is to keep an eye out on opportunities on the promotion page. • Bobby explained that CAP mostly market through the CAP website, social media and local media. Support being provided by Vibrant Communities and Lloyds TSBFS. Packs are available with relevant marketing – this could be complemented by the opportunities mentioned above. • Nic went on to explain that some community groups focus on spring time clean ups and it depends in how we want to continue. E.g. Adopt your street, offer volunteers opportunity to clear up their own area etc. • John feels litter pick is good publicity for the area. • Beautiful Scotland is a national campaign. There are competitive and non-competitive opportunities. 	

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	<ul style="list-style-type: none"> • Non-competitive is Beautiful Neighbourhood and they are supported after signing up, <ul style="list-style-type: none"> ◦ e.g. Any planting activities going on - an assessor will visit. CAP tell them what we are doing and the assessor will identify action points. The Assessors are all experienced e.g. royal Horticultural Society. ◦ There are three themes: <ol style="list-style-type: none"> 1. Community participation. 2. Horticultural achievement 3. Environmental responsibility. • It's totally free to get involved. A portfolio is provided on the website, monthly newsletter with information on funding available. Opportunity also invited to big seminar in Stirling with expert speakers e.g. Bug life, plant life. RSPB. Good networking opportunity for ideas. • Free Scottish wildlife seeds • Eco schools - Nic recommends links with local schools. They will 'Fly the green flag' to show a commitment to environmental learning. Eco school Coordinators would be keen to get involved in litter picks, planting seeds and bring them on and look after them in the school. This is also the case with Boys Brigade and Girl Guides. Girl Guides have a dedicated badge for this. The badge covers everything. • Nic may be available to come and speak to groups and definitely by telephone she will send information directly to us. Other resources available include litter pick toolkit; how to develop an environmental campaign; different ways to communicate; action planning; events; Swot analysis; community mapping. • We could become a KSB accredited group. • Bobby spoke of how all this information would be very useful at the SG planning day. <p>John thanked Nic for attending.</p>	
6	<p>Planning Day Shaun is still waiting on confirmation of attendance.</p>	All
7	<p>Constitution</p> <ul style="list-style-type: none"> • Following some discussion regarding points 62; 68; 52 and 53 all agreed on existing content. • Next stage is to adopt the constitution at an inaugural meeting scheduled for 27th September. • This will be promoted on social network, website and newspaper. Allan Gray will be contacted to request newspaper article. 	Allan
8	<p>Bank Account A representative of The Cooperative Bank will be invited to the next meeting to provide information on their packages etc.</p>	Shaun

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9	<p>Steering Group Training</p> <p>It was agreed that good practice would involve training in regard to roles and responsibilities of a Committee. A suggestion to offer this out to other groups e.g. Cumnock Business Association; Cumnock Community Council. Ciss McCreadie will source dates with focus on Mondays or Tuesdays.</p>	Ciss
10	<p>Window sticker launch</p> <ul style="list-style-type: none"> • There are improvements of wetting the stickers for better 'stickability'. A discussion followed about taking time to plan activities in order that we can monitor and evaluate specific pieces of work. It is hoped that sub groups will be established whereby short reports will be provided for discussion at main meetings. This is a topic for the planning day. • Further work is required to promote stickers to businesses and a discussion on impact, distribution of flyers, and check the "I can offer" pledges are in place. 	All Allan, Neil and John
11	<p>Duck Race</p> <p>All assisting at the event on the morning of Saturday 3rd September should meet at the bridge from Broomfield to Cumnock Academy at 11a.m. The Duck Race will start at 12 noon. Risk Assessment has been carried out – the group feel this is a much safer venue as the Lugar Bridge if used as a view point for the original plan could result in a safety hazard with traffic etc.</p> <p>Bobby suggested the CAP promotional tent etc, to meet with members of the public and ask for their interest if possible.</p>	All
12	<p>Website</p> <p>This week 289 visitors and over 4000 page views. Most popular is the what's on page. We are now on Google search engine..</p>	
13	<p>Press and publicity</p> <p>Allan wrote an article around the sticker launch, Duck Race, Litter Pick and planning day on 10th September for the Cumnock Chronicle.</p>	
14	<p>Future projects</p> <ul style="list-style-type: none"> • CAP and CBA Christmas planning – a question was raised about stalls and public liability. There will be an opportunity for sole traders and small arts and crafts displays to hopefully be able to have stalls in church halls etc., however if they sign up with Ayrshire Stall Hire he will cover everyone through his insurance. • Ciss informed the group that Ayrshire Roads Alliance thought 25th Nov might not be possible for the Xmas lights events; however, CAP will have own tree. Ciss will liaise with Hazel Brannigan EAC. • Allan Gray had asked that his suggestions regarding the funds raised by the Duck Race be brought to the meeting. <p>1. Purchase of daffodil bulbs for planting around Cumnock in the Autumn, everyone felt this is a good idea but support may be sourced from Asda and Tesco community champions. The community champion for Tesco in Auchinleck is Isabel Kirkland. A meeting is scheduled for 13th September – Ciss, Shaun, Neil and John will attend to ask for support either in-kind or in resources.</p>	Ciss

