

**Friends of the River Almond Walkway  
Trustee Committee Meeting  
7.30 pm 5<sup>th</sup> March 2018 – 16 Almond Court East**

**Present: Richard Adlington (Chair), John Crutchfield, Euan Drysdale, Robin White, John Kerr**

**Apologies - Isla Browning**

**1. Minutes of meeting - 8<sup>th</sup> January 2018:** All actions completed and no other comments

**2. Matters arising - None**

**3. Administrative Matters**

- Website
  - o JK had contacted the member who had expressed an interest in helping but they were no longer able to assist. Agreed it might be worthwhile send out another email to members to send another
  - o The redevelopment of the website was discussed and RW suggested someone who had developed websites for other charities. RW to discuss with him and report back. **Action RW**
- AGM
  - o ED agreed to arrange wine and hire of glasses **Action ED**
  - o Agenda was agreed and RA will print copies for the meeting. **Action RA**
  - o ED will prepare Attendance Register **Action ED**
  - o RA has produced a 4 page version of the newsletter which he will circulate to the Committee for comment and will print a few copies for the AGM **Action RA**
  - o RA will contact David Kyles to ask if he is planning to use any ppt slides **Action RA**
  - o JK requested that any other slides are sent to him asap **Action ALL**
- The OSCR message on Safeguarding and Notifiable Events was discussed and noted. ED will produce a draft procedure for consideration and approval by the Committee. **Action ED**

**4. Administrative Matters – Treasurer/Membership Secretary Report**

- Balance at Bank is £4523.77 as at today's date (thanks to electronic banking) with a further £164 paid into the account today.
- Sums owing - None
- Gift Aid – JK/ED submitted application for 2016-17 Gift Aid to HMRC and payment of £343.70 has now been received. Agreed members should be notified. **Action JK**
- Final draft of Annual Accounts for 2017-18 has been circulated.  
**2017-18 Accounts were approved unanimously by the Committee.**  
ED was asked to pass on the Committee's thanks to Mr Michael Brougham for preparing so quickly  
Paper copy to be signed by Chairman and Treasurer when available **Action RA/ED**
- Several renewals received already and 2 new membership applications have been received.
- ED raised the question of whether we should extend insurance cover to include cover for Trustee Liability. ED will investigate and report back. **Action ED**
- Noted that new Data Protection legislation is being introduced later this year.

**5. Edinburgh Friends of Parks Forum**

- Meeting had been held at the end of January with speakers from RBGE on the Edinburgh Adapts initiative and an update on the project at Saughton Park.

**6. Cramond Collaborative**

- Next meeting scheduled for 31<sup>st</sup> May

## 7. Work Parties

- JC would like to put some aggregate down on the pathways at Haugh Park. DK can provide this but not until next financial year.
- TCV had cut drainage channels across the Walkway between Fair-a-Far and the Salvesen Steps, but these have collapsed/filled in. JC plans to put in drainage tubing which will be more effective and safer. DK hopes to provide tubing for this. JC will set up a work party once the tubing is available- hopefully later in March.
- DK has also offered to provide more woodchips for the Community Woodland.
- Barry Smith has agreed to use the chainsaw to thin out the trees marked and agreed this with Forestry. Target after 18<sup>th</sup> April, probably mid-week when the Walkway is quieter. Noted that additional people will be required to keep the path clear and drag away the wood cuttings.

## 8. Drainage at Peggy's Mill

- George Bee's paper was discussed and agreed in principle. RA/JC to discuss availability of aggregate with David Kyles. **Action JC/RA**

## 9. Steps at Community Woodland

- George Bee's paper was discussed. Agreed that location option 1 was preferred. JC will speak to DK about availability of materials. **Action JC**

## 10. Cramond Primary P7 Project

- JK reported that IB had contacted teachers about getting the pupils down again and work re-started.
- JC agreed to create a new temporary sign at the wildflower area. **Action JC**
- JK/IB will ask the staff to get the pupils to create a new sign **Action JK/IB**

## 11. Community Woodland

- Nothing happening at present

## 12. Salvesen Steps

- No further progress since last meeting.
- George Bee will contact SWECO for an update **Action GB**
- RA will get an update from Steven Webley in advance of the AGM **Action RA**

## 13. Weirs

- Work completed at Fair-a-Far. The causeway is currently being removed and the path will then be reinstated. Noted that the 'Opening Ceremony' had been cancelled due to the weather.
- No further information about proposals for Dowie's Mill. RA to contact Alison Baker of RFFT re public meeting and visuals. **Action RA**

## 14. Information Boards Fundraising

- JK has submitted an application to the Edinburgh Airport Community Board. Their meeting is due on 9<sup>th</sup> March and we will hear whether or not we've been successful after that.

## 15. Plans for extending access along Walkway

- Email from Martin Duncan was discussed. No other progress.

## 16. AOB

- George Bee was asked if he would be willing to join the committee and he agreed. This will be added to the agenda for the AGM.

## 17. Date and place of next meeting:

16<sup>th</sup> April 2018 at 7.30pm hosted by JK