

NHTT Coordinating Group Minutes

Tuesday 24 August, 7.45pm The Blue Room Monimail Tower

Present: Andy McKie, Tom Morton, Neil Stoddart, Crispin Hayes, Hamid Van Koten, Louise Barron

Apologies: Hayley Mills

Chair: Tom Morton

Minutes: Louise Barron

Student Douglas Rowe came at the start of the meeting to introduce himself as he is basing his honours dissertation on The Geography of Transition Towns and would like to use NHTT as a case study. Douglas left before the business side of the meeting started.

- **Draft Contract for Photography/film making**

Everyone agreed to appoint Peter on a 'as required' basis with the only issue being raised as to the ownership & use of the photos.

Hamid agreed to raise it with Peter via E-mail

- **Entrust Registration**

Crispin has amended our constitution and sent round to the co group. An additional object has been added to allow us to comply with Entrust requirement.

We will need to make this change official and return to Entrust. To make these changes we need to have an extraordinary general meeting. This will be on Monday 13 Sept which is the next scheduled coordinating group meeting.

AP-Crispin, Louise and Hamid to liaise and get email sent out to Members.

- **TSS Business Plan**

Carry Forward

- **Park Building Project Update**

Tom Morton provided update. There has been a slight delay due to planning. Foundations finished and the rest will be completed in the spring 2011. The Secret Garden are formally client and will be billing the NHTT.

The group agreed that they were happy for Andy to make decisions regarding procedure

- **How does/will the NHTT evaluate how we are doing against our aims? Is our movement meeting its objective?**

Andy proposed that we have a community event early 2011 to allow the community to see the successes of NHTT and consider what other, if any, projects they wish to take forward. Andy suggested that community members who are suggesting projects should maybe become more involved in the process.

Discussion followed around how we move forward and sustain the initiative. We need to be thinking about consolidating what the community has asked for already. Any event should not be seen as an end. Take stock and re evaluate the process as a group and then going out and touching base with the community.

Further discussion will take place at the Extraordinary General Meeting on 13 Sept.

- **Funding Post March 2011**

The group discussed potential funding and if this would cover core costs such as admin. Funds being considered at present do not provide funding for support functions & Andy suggested that these things should be considered when applying for money.

We need to have a planning out meeting.

AP- Louise to sift through potential funds as next step

- **Sessional Worker recruitment**

Louise and Neil met with some of the potential Sessional workers in early July. Louise emailed round potential letter of agreement. Agreement was reached that we should use this.

AP- Louise to get Sessional Workers to sign

As far as procedure is concerned it will work like CaRB project. All timesheets to come via Louise and then passed on to Andy for payment

- **Transition Scotland Resource Worker
Done**

- **Proving Carbon Reduction - Strategies for collecting information**

There was a discussion around how we should collect this information. It would be a fairly straight forward set of questions to gauge behavioural changes.

It was highlighted that there is the potential for survey fatigue within the area.

The CaRB project will be using the energy champions over the coming months to ask a simple series of questions but this is to a targeted group.

It was suggested that the other groups could add questions onto this.

It was highlighted that CCF are not simply interested in carbon savings but also about money well spent

This needs to go back to the action groups who will feedback.

- **Transition Conference Report**

Hamid is currently writing this up and will send to Louise to put on the website.

- **National Transition Conference in Edinburgh in Nov**

The Conference will take place Nov 20-21. The Gathering will be Friday 19 Nov.

The group agreed that it would be good to facilitate people attending this event.

Hamid to come back to the group once he knows the price of the event in order for a decision to be made around the NHTT funding/subsidising this

- **Action Group Updates**

Energy- The CaRB Project is now in the stage where we are working to get people to take up the measures. Tom made a successful application for grant from FMC Technologies who have set up The Green shoots Trust. This is a private fund established to help community groups save energy and cut carbon, where other sources of funding are not available. We have secured £26,100 which will be used to subsidise the most popular toolkit measures. There will be some publicity around this. Their Communications Officer will be in touch.

The group are still looking at funding options for wood fuel, district biomass scheme and wind energy projects.

Food- The Food Skills day was a success. BBQ and cafe raised about £100 profit. This was all funded by us as the CCF do not allow us to make a profit from anything they have funded.

Upcoming food events include:

Wild Food Foray, 5 September

Fife Diet Talk, 20 October

Tree Pruning Workshop, 6 November

Hayley has put a note round the group to gauge how people would like to group to move forward particularly when the CCF funding has finished in March 2011

Transport

Nothing over the last month as it is taking time to get information from Fife Council.

We need a but extra for bike parking

The group will be looking into funding applications for path development and also a bit for bike parking.

Events Group-

The Tavern had another outing at Pillar's event on 20 August which went well. Running on a commercial basis is proving difficult as set up cost, especially on capital items soak up any profit made e.g. Neil purchased a till. Prices may need to increase.

- **Financial Update**

Andy has emailed financial update to Directors. All confirmed that they are happy with this report.

- **Letham Primary School**

There has been some progress with engagement with Letham Primary School. Leilani has put together a proposal and this has been mailed out to events, coordinating and food groups. It is suggested that we offer Letham PS 3 workshops

- Anna Kinross –Herbal workshops
- Rhona McGill-Eco Art
- Meri Goad- Eco singing

The proposal will be taken to Mrs Gibb by Leilani.

Neil is proposing to apply for a £2000 grant from Green Insurance Fund to do with community improvement. This would be for constructing running a wind turbine at the school with the kids for the school. There was agreement that Neil is OK to take this forward. However it was highlighted that core support from NHTT should be considered into any bid for more funds.

- AOB
- Next meeting, 13 September 2010, 7.30pm Letham Village Hall