

# Mapa Scotland

## Minutes of 4th Annual General Meeting

**4 May 2014, 14.00 Barony Castle Hotel, Eddleston**

*Present:* Anne Hardie, Barbara Conboy, Ted Radford, Terry Wiles, Kim Traynor (Trustee), Kirsty Loudon (Steering Group), Keith Burns (Sec, Trustee), Roger Kelly (Vice Chair, Trustee), Dave Peck (Trustee), Hamish Brown, David Cameron (Trustee), Nigel Rose (Membership Sec, Steering Group), Terry Wiles, Ted Chalmers, Trish Chalmers, Frank Large, Kirsty Loudon, Graham Little, Aileen Borthwick, Gordon Cameron, Kim Traynor, Ainslie Thin, Eppie Thin, Pat Huddleston,

### **1. Welcome, introductions, apologies for absence, minutes of last meeting (Roger Kelly)**

Roger Kelly opened the meeting with apologies for absence from Nick Macdonald, Jim Barton, Helena Scott, Judith Pollock, Robert Pollock, Bob Jonson, Ian Nimmo, Anne Nimmo, Majka Koslowska

The minutes of the 3rd AGM 28<sup>th</sup> April 2013 were accepted without amendments.

### **2. Chairman's Report (Nick Macdonald)**

Roger Kelly gave Nick Macdonald's report (copy below), summarising progress 2013-14.

*Welcome one and all to the Mapa Scotland AGM 2014. I am sorry I cannot be with you today but I am currently abroad. My thanks to Roger Kelly as vice-chair for stepping into the breach.*

*In 2013-14 Mapa Scotland has travelled far. When our journey began we originally thought of no more than restoring the map but as our knowledge of the origins and potential purposes of the Great Polish Map of Scotland developed the map has come to mean much more and so Mapa Scotland became a Scottish Charitable Incorporated Organisation with charitable purposes which include the*

- advancement of education;*
- advancement of the arts, heritage, culture or science; and*
- provision of recreational facilities.*

*Keith Burns in his Secretary's report will go into greater detail of our achievements to date but we have already done much to meet our charitable purposes.*

*Before we can fully provide recreational facilities we need to restore the map and to do so we had to secure funding and through various grants we have secured some £83k! Keith will give you a detailed breakdown of this. In the meantime we have improved recreational facilities by continuing with general maintenance of the map, restoring and testing the water supply to fill its seabed and eventually rivers and lochs.*

*We have met our other principal purposes through giving historical talks and attending numerous Polish orientated events to promote the Great Polish Map of Scotland as well as the ancient and lasting bonds between Scotland and Poland. The future and historical importance of the map has also of course been the subject of a Scottish Parliamentary debate.*

*A visit to the map will now reveal that viewing of the map is facilitated by an impressive new safety fence and three information panels detailing the history and origins of the map including its continued restoration thanks to the efforts and contributions of you all.*

*Mapa Scotland has always been viewed as a community project and so it is gratifying to see that in addition to the invaluable support of the Black Barony Hotel that our volunteers have included local residents from Eddleston and Peebles as well as those from further afield. A surprising source of community support also came from the 2 Scots Royal Regiment of Scotland from nearby Glencorse Barracks!*

*Finally, it is with sadness that I reflect on the loss of one of Mapa Scotland's loyal and valued supporters - Peter Lovat Fraser, Lord Fraser of Carmyllie, whose support and advocacy did much to promote the Great Polish Map of Scotland. His sudden and tragic death shortly after last year's AGM has been a huge loss which goes well beyond Mapa Scotland. His parallel project to have a statue of General Stanislaw Maczek erected in the Meadows has our support and a number of our members are directly involved in making this happen.*

*It was our (Peter's and mine) shared acquaintance at the Crown Office and his association with General Maczek which led him to join Mapa and so a double loss for me but when his project is realised, like ours, then as I cycle through the Meadows each day - to and from work - the statue will be a reminder of both Peter and Stanislaw and of those past and present whose bonds we are striving to commemorate here at the Great Polish Map of Scotland.*

*Thank you all for your continued support.*

*Nick Macdonald  
Chair of Mapa Scotland*

### **3. Secretary's Report (Keith Burns)**

The past year has been dominated by efforts to complete our package of grant sources. Until these were formally approved (each relying on others due to the requirements for "matched funding") we could not start spending money on restoration work. In the meantime, we have continued work on clearing of the map of damaged concrete, vegetation and general rubble. By November we had secured all the required grant aid and we were able to start spending money on promotion, education and restoration. Site clearance work has continued throughout the winter as permitted by manpower and weather.

Our principal grant providers to date:

Heritage Lottery Fund £20,000; Borders Council initial grant, £1000; Borders Council Landfill Communities Fund £15,000; Borders Council Community Grants Scheme, £4000; Borders Council European Leader Fund; £10,750; Polish Consulate, £2600 + catering; Barony Castle LLP £20 – 25k potential matched funding; Barony Castle LLP for meeting rooms etc; Polish - Scottish Connections £5000. **Total £83,350.** Grants are drawn down as required for procurement.

Plus numerous smaller donations, materials and work in kind from members and supporters.

The Scottish Environmental Protection Agency (SEPA) require an abstraction and impoundment licence for the existing ornamental pond and for abstraction of water to the map and its return to the burn. An application for this has been submitted and we have been granted an interim abstraction licence to allow us to continue work on leak tracing in pipework and the "sea bed", and with development of the hydraulics design, which must include abstraction control at the burn offtake.

We have secured charitable status with the Office of the Scottish Charity Regulator (OSCR).

The formidable task of rubble clearance continues. This has been helped enormously during the spring by the availability of the 2 Scots Royal Regiment of Scotland from Glencorse Barracks in Penicuik, who now provide us with help as part of their public service remit.

We continue to rely crucially on volunteer labour from here on, and we must recruit more.

By Easter we achieved major milestones with the installation of a new safety fence around the pit, and three information panels telling the story of Barony Castle's wartime background, the commissioning of the map in the 1970s, and the current plans for restoration by Mapa Scotland.

Anne Shearer congratulated the team on the extraordinary efforts they have made to date. KB emphasised that the project pace is now limited mainly by manpower resources to carry out the physical work on the map. Ted Radford commented on what appeared to be "ad hoc" arrangements and suggested there should be Clerk of Works. KB said that he had that role until he found a suitable successor. Ted declined the opportunity. Kim Traynor suggested we should approach local construction firms to provide pro-bono help.

We continue to give talks about the map and its history. There will be another Polish reception at Holyrood on May 6<sup>th</sup> hosted by Christine Grahame MSP and the Polish Consul General where we shall be exhibiting along with the Wojtek and General Maczek projects.

We have launched a new website at [www.mapascotland.org](http://www.mapascotland.org) and Facebook site at <https://www.facebook.com/mapascotland>. We also maintain a Wikipedia page. 6000 new publicity leaflets are being distributed in Polish and English through the Borders and Central belt. The new information panels at the map are intended to introduce visitors to the project and direct them to the website for more detail.

Barony Castle Hotel is a major partner and supporter, providing us with the site lease and matched funding up to £25000. The hotel also guarantees free public access to the map as part of our grant aid obligations.

The past four years has focussed on site clearance and securing of grant aid. Our next priorities are to continue equipment and materials procurement for the restoration work. A crucial priority from here on must be to increase our membership and our volunteer labour force.

#### **4. Membership Secretary's Report (Nigel Rose)**

##### **Members**

Individual 35

Family 18

Voluntary group 2

Honorary 1

Total 56

Number of Gift Aids 22

Unpaid members 17

#### **5. Treasurer's Report and Accounts (KB)**

Keith Burns has been acting treasurer for the majority of the financial year until the appointment of Gordon Cameron. It seemed appropriate that he should present the Treasurer's report for the year before he formally hands over to Gordon.

During the year, having secured the full grant package required, including matched funding requirements, it has been possible to start on major expenditure for the education and media programme and on preparations for restoration with the purchase of materials.

Grant aid is being drawn down from providers as required, and in compliance with grant conditions. Allocation of grant funds and other donations is being made appropriate to the use of the funds. For example, the Leader Fund Grant aid is specifically to be used for education, promotion and information dissemination.

Fraudulent abstraction of three small but significant amounts had been made through direct debits. These had been restored under the clearing banks' arrangements for direct debit security. It had been (reluctantly) acknowledged by Lloyds TSB that direct debits can be set up on any clearing bank account without the authorisation of the account holder. It appears that knowledge only of an account number and sort code is required to set up a direct debit arrangement. Or account details had been visible on our website and this seems to be the source of our vulnerability. Formal complaints have been made to both Lloyds TSB and to the Direct Debit regulator AUDDIS. Lloyds TSB have paid us £301 in compensation in addition to return of the funds removed. The vulnerability of charity accounts as a result of this failure of banking security arrangements has been reported to the Scottish Charity Regulator OSCR.

KB thanked Gordon Cameron for offering to relieve him of this interesting but challenging role for next year.

## 7. Election and re-election of charity trustees

The current trustees and officers were willing to remain as such;

Chairman:	Nick Macdonald. Re-elected unopposed without dissent.
Secretary:	Keith Burns. Re-elected unopposed without dissent.
Membership Secretary:	Nigel Rose. Re-elected unopposed without dissent.
Treasurer:	Gordon Cameron. Appointed unopposed without dissent.
Vice Chairman:	Roger Kelly. Appointed unopposed without dissent.

KB explained that we had an ad hoc "Steering Group" made up of useful people who delivered constructive advice, physical labour and esprit de corps. This is open to eligible volunteers.

## 8. Any other business

Graham Little suggested we should make contact with a university civil engineering department to recruit a student for project work on cartographic/ construction matters etc. This was agreed.

Action: KB

Graham also queried the detailed precision to which we will be restoring the map. KB said it would be unrealistic, and probably inappropriate, to attempt any improvement in the detailed resolution of the original design intent because this is a heritage restoration rather than a design improvement project. On resilience, KB suggested we should not be bashful about improving resistance to weathering, e.g. by replacing rusty tin infill with foundation concrete.

Hamish Brown asked if we were giving talks about the map. KB confirmed that we have been, and continue to do so.

Kim Traynor suggested that we should distribute leaflets widely to friends as well as bulk distribution. This was agreed, and leaflets are available on request.

9. The meeting closed at 1530 with a follow-on visit to the map.



Keith Burns, Secretary

**Mapa Scotland 2013-14 Income and Expenditure**

1		<b>Balance c/f from March 31st 2013</b>		<b>4710.87</b>
2				
3	<b>2013-14 INCOME</b>			
4				
5	<b>Source</b>	<b>Comment</b>	<b>amount</b>	
6	Member subscriptions		445.00	
7	Member donations		290.51	
8	Interest		2.80	
9	Polish Consulate	donation	1000.00	
10	Heritage Lottery grant	HLF first 50% (£10K)	10000.00	
11	"Polish Connections"	Donation	5000.00	
12	Scottish Borders Council	Borders Community Grant payment	4000.00	
13	Borders Council	for Leader 1st claim for differentia	3478.65	
14	Saltire Society	Donation	250.00	
15	Barony Castle LLP	1st grant payment (to fence)	5695.80	
16	BCCF Borders Environmental	BCCF/ Borders grant (full)	15000.00	
17	TSB	bank compensation for complaints	301.00	
18	<b>Total 2013-14 Income</b>			<b>45463.76</b>
20	<b>2013-14 EXPENDITURE</b>			
21	<b>Source</b>	<b>Comment</b>	<b>Amount</b>	
22	Media contract, Differentia	Website, Info Panels, 6000 Leaflets	9518.40	
23	Workshop	12 x 8 ft shed + foundations	1748.01	
24	Office	stationery, paper, phone etc	24.23	
25	Tools and plant	hand & power tools, PPE	1389.56	
26	Fence	safety fence around pit	11820.00	
27	Consumables	fuel for power tools, stove, paint, chemicals, etc.	292.79	
28	Public liability Insurance	Keegan & Pennykid	318.00	
29	Internet charges	Website host and ISP	131.38	
30	RCAHMS Licence	photographs	102.60	
31	Rotavator hire	for sea bed breaking	42.00	
32	<b>Total Spend</b>			<b>25386.97</b>
34		<b>Closing bank account total (1+18-32)</b>		<b>24787.66</b>
35		(in treasurer account)		9206.69
36		(in matched fund account)		15580.97

