

Willow Wood Resident's Association

Willow Wood Park, Cuthill Brae, West Calder, West Lothian EH55 8QE

Monday 11th May 2026

MINUTES

Time Commenced: 19:09

	ITEM	CONTENTS	PRESENTER
1	Welcome and Personalia & Previous Minutes	E White (Chair), J Haluch (Vice-Chair), S Perry Secretary/Treasurer), J McLaughlin, S Hancock. Matters arising – None Proposed by Julia M and seconded by Steven H. No matters arising.	EW
2	Chair Report	EW started the meeting by informing the committee Park Homes Scotland have purchased the old tables for £100. JM and I have painted the garden benches. The afternoon tea went well and everybody who attended gave positive comments, and the weather was kind on the day. The total cost for the event was £82.52, with receipts for the Treasurer. The cost for the event was compatible with other recent events. EW would like to be re-inburst for a partial cost of the garden waste licence (£25) and to pay for the labour to cut the Residents Garden grass and tidy areas of the garden (£30). This was approved by the committee. The old snow plough and the old salt spreader, along with the old lights, have now been removed. Steven H said the new salt spreader will be stored in the salt shed and not in the tractor shed, due to concerns about salt contamination.	EW
3	Secretary Report	Stephen P commented he has been busy preparing for the AGM, which will be discussed later in the meeting. He has informed residents about three incidents concerning undesirables on the park to warn people to be vigilant about the spate of current fuel thefts in the country. The persons were asking for Mr Welch (previous owner) so they might be chancers looking to steal fuel.	SP
4	Treasurers Report	Stephen P present the following information on the state of the Associations finance as of 11 th May 2026. Cash in Hand - £144.14 Bank Balance - £2,564.79 Total Funds - £2,708.93 EW handed over receipts for recent purchases. SP reports he has been working on the annual statement of accounts.	SP
5	Support Letter	JH spoke about the letter of support for the 10% commission. SP has produced a draft letter for consideration by the committee. It has been produced to answer the questions posed by Sonia (Park Homes Forum) as opposed to using one of the numerous templates available via Facebook. It was agreed to send the letter to the Minister for Housing and Planning, Jim also suggested sending it to our local Westminster MP, this was agreed. SP asked JH how many homes have been sold in the past two years, and what was the average price obtained? During a	JH/SP

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		discussion it was agreed that six homes had been sold at a combined price of approximately £750,000, giving Wyldecrest an estimated profit of £75,000. SP will update the letter before sending it out. Jim reminded the meeting this money should be used to improve the park, and the pitch fee used for the maintenance of the park.	
6	Social Calander Programme	Our next event is the AGM on Saturday 30 th May at 1pm, and following that, the Gala Day is on Saturday 18 th July from Noon until 4pm. JH suggested we wait until after the AGM, when the new committee members can have their input into the Gala Day arrangements. JH suggested we resurrect the idea of holding some form of a competition to get more members involved. It was suggested we finalise the plan for the Event Day at the next committee meeting when the new members can get involved.	EW
7	Community Garden Update	There was agreement to purchase a pop-up tent for use as a catering tent during events. This was agreed and SP will investigate and source. This pop-up tent could also be used for a variety of uses e.g., Easter Egg Hunt, Christmas Nativity display for example. SH spoke about EW's grandsons as they have been a great help in maintaining the Resident's Garden and helping other residents with their gardens and they should be recognised by the committee. WWRA pay them for the work carried out on our behalf.	SH
8	AGM	SP has supplied a copy of last year's minutes and the proposed standard agenda for 2026. SP then went through the agenda with the following items: EW will start the meeting with the usual greeting, and apologies for non-attendance. SP stated that on the 16 th May all residents of the park will get a copy of the agenda. Members will also get a copy of last year's minutes and the proxy voting forms. JH suggested we send out a reminder on Facebook and by eMail of the timescales for the AGM, which was agreed, and SP will action. JH asked how are we going to conduct the voting at the meeting, by secret ballot paper or by a show of hands. EW stated we will use the show of hands method. JH reminded the meeting of previous votes at the AGM and the disagreement it caused (by a certain couple). JH continued in describing how the proxy form and ballot paper should be formatted. SP repeated the nominations, proposers and seconders to ensure it was clear. With the exception of the Secretary, there is an unopposed nomination for each position. The position of Secretary will have to come from one of the	

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		<p>ordinary members – which should be decided at the next committee meeting. JM asked what would happen if nobody comes forward for the position, and JH replied this would be discussed at the next committee meeting. SH has reservations that there may not be a volunteer to take up the role. There was a discussion about the composite of the committee and the role each member.</p> <p>SP proposed an increase membership by £1, a counter proposal by JH would be an increase £2.50 pppa. The £2.50 increase be put to the members at the AGM. We have had donations of over £1,100 this year from people selling their homes. We also need to plan for additional spending 2026/2027 on equipment and produce a budget.</p> <p>EW spoke about the planned social programme so far, and the proposed events during the year. She will ask the attendees for any suggestions that residents would like to participate in. EW spoke about the provision of the Xmas lunches from WLC, as the quality was not up to previous standards, with various items missing compared to the previous years. It was agreed the provision of the WWRA supplied basket was very well received. There followed a discussion concerning the Xmas Lunch; do we approach the council to fund:</p> <ol style="list-style-type: none"> 1. our own Xmas Lunch from a local source, 2. do we provide an enhanced Xmas Basket. <p>JH suggested this is discussed at the AGM to gauge the residents' requirements. JM suggested we could hold the Xmas Lunch in the Briech Valley Church Hall, as they rent out the hall to groups. We therefore have three options:</p> <ol style="list-style-type: none"> 1. Own caterers in the Church Hall 2. Enhanced Xmas baskets 3. Own caterers and distribute on park with small Xmas Baskets. <p>EW agreed to explore the council funding option for either a meal or the provision of a Xmas basket.</p>	
9	AOB	<p>JH started the discussion concerning the recent events concerning the SCOPHRA committee. He outlined the problems some residents are having, including pending court cases. JH continued with speaking about the direction SCOPHRA is going, and he hopes new personnel can bring about a change to the management. JH would like WWRA to have a significant input into the discussions about the future of SCOPHRA.</p> <p>SH was asked about the Garden Maintenance report and JH offered to help SH with a script for the meeting, listing all the</p>	SH/SP/JH

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		<p>achievements over the past year e.g., painting sheds & benches, maintaining grass & flower beds, new salt spreader etc. AOB. Vote of thanks, EW will approach Wilma to propose a vote of thanks. SP informed the meeting he has precured two new signs for the front entrance to enforce the one-way traffic system, and they will be put out when they arrive. Unfortunately, JH's son is unable to help with the white/yellow lines on the park. SP stated the total length of the white pedestrian line is 350 metres (approx) and the yellow lines are 300 metres each (total 600 metres) and this can be used to get quotes from a contractor. There are 36 walking pedestrian symbols that also need replacing. EW had approached WLC concerning their contractors and she read out their reply, which basically stated they could not help, as it is a private road. JH questioned about the cleaning of the road drain gullies, and we should approach W/C for this to be done. SH suggested contacting Gordon Brownlie concerning a contractor, as this was part of his previous job, SH to action. JM expressed concern that behind the sheds a lot of old material and pallets are being dumped. JM offered to take the old pallets away if the are sawn up.</p>	
10	Date of Next Meeting	Monday 15th June at 7pm. Changed to Monday 8th June. Venue: 23 Cuthill Brae. This is before the AGM. (changed due to weather)	All
11	Dates of Future Meetings	All Mondays, at 23 Cuthill Brae starting at 7pm. 3 rd August; 14 th September; 26 th October and 7 th December.	All

EW – Elizabeth White; SP – Stephen Perry; JH- Jim Haluch; JM – Julia McLaughlin; SH – Steve Hancock.

Elizabeth thanked very one for their attendance and the meeting concluded at 20:39 hrs.

Minutes & Notes by SP: 3rd June 2026. Amended 9th June post Committee Meeting on 8th June.

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