

# MINUTE 11 MARCH 2021

Minute of meeting of Kilbraur Windfarm Community Benefit Trust  
held online through “Zoom” software on Thursday, 11 March 2021 at 6.30pm  
Meeting hosted by VGS/Treasurer of the Kilbraur Windfarm Community Benefit Trust

Please note that this meeting was held in response to the ongoing Covid-19 situation

<b>PRESENT</b>	Sandy Crawford, Linda Robichaud (Secretary), Christine Ross (VGS/Treasurer), Frank Roach, Liz Allan, Iain Miller (Chair), Mary Nicol, Ronnie Sim
<b>OBSERVERS</b>	
<b>APOLOGIES</b>	Erin Hunter – (Falck Renewables)

ITEM	ACTION
1.0 <b>WELCOME AND APOLOGIES</b>	
1.1 Iain Miller welcomed everyone to the meeting.	
2.0 <b>DECLARATION OF INTERESTS</b>	
	IM stated, if everyone agreed, that any declaration of interest should be made at the appropriate time during the meeting. This was agreed.
3.0 <b>MINUTES</b>	
3.1 <b>Minute of 4 March 2021 meeting</b> Iain Miller asked for any comments concerning the minute. As no comments were forthcoming the minute was then approved as an accurate record having been proposed by Sandy Crawford and seconded by Mary Nicol.	
	<b>Minute of 28 January 2021 meeting</b> Iain Miller asked for any comments concerning the minute. FR pointed out a typo. As no further comments were forthcoming the minute was then approved as an accurate record having been proposed by Iain Miller and seconded by Frank Roach.
4.0 <b>GOVERNANCE REVIEW</b>	
4.1 <b>Microgrants</b> IM pointed out that Gordonbush provide microgrants which have an award limit of £250 for an individual. IM suggested that we set the same limit. An application form from another organisation had previously been circulated to the Trustees as an example of what is done elsewhere. RS said that if we had a form we could instruct that the form be used as ultimately the Trust makes the rules.  CR pointed out that providing individuals with an award would just be for microgrants. CR said that an individual could benefit from a microgrant but	

# MINUTE 11 MARCH 2021

	<p>the award would have to be in line with the charitable purposes of the Trust. CR also pointed out that Gordonbush was not a charity.</p> <p>It was decided that Mary would put something together for next week (18<sup>th</sup> March 2021) which could be signed off. However, CR said this should be delayed until a policy is put in place. RS asked if we should tell the Community Councils to suspend microgrants until we get back to them.</p> <p>It was agreed that a stop would temporarily be put on microgrant giving by the Community Councils.</p>	
4.2	<p><b>Path Maintenance Fund</b></p> <p>Prior to the meeting SC had distributed an updated application form for the Path Maintenance Fund. The secretary had made an additional change and had circulated it to the Trustees. This document was approved.</p> <p>The situation regarding insurance and the Path Maintenance Fund had been confirmed by Golspie CC. FR said that although he had not checked out the Rogart Community Council, the Rogart Development Trust would take responsibility. The Trustees were still awaiting confirmation from Brora Community Council.</p>	
4.3	<p><b>Recommendations 1, 2 and 3</b></p> <p>Recommendations 1, 2 and 3 were discussed. Next Thursday (18 March 2021) recommendations 4,5,6 and 9 would be discussed and the following week recommendations 7 and 8 would be discussed.</p>	
4.4	<p><b>AGM planning</b></p> <p>Prior to the meeting IM had circulated the appropriate extract from the Trust Deed relating to the AGM of the Trust. IM asked if we could have an AGM by zoom and advertise it. CR felt that due to circumstances relating to Covid-19 an AGM by Zoom would be acceptable. However if this were to be the intended method of delivering the AGM in the future then it may be that the Trust Deed would have to change.</p> <p>RS asked how would we let the general public know about the AGM. MN suggested that we give out an email address and members of the public apply to register their attendance. This would allow us to know who was attending and the overall numbers.</p> <p>FR asked what the normal turnout was for an AGM. IM said that at every Golspie Community Council meeting he would bring up the topic of the Kilbraur Windfarm CBT. RS said that for the last six or seven consecutive</p>	

# MINUTE 11 MARCH 2021

	<p>years the Kilbraur CBT AGM was on the Brora Community Council agenda.</p> <p>MN suggested putting a poster on Facebook with the option to register and receive a link to the meeting in due course.</p> <p>RS said that we would need our annual accounts approved by the Trustees before the AGM took place. CR responded that the accountants, Mackay &amp; Co, are going through a busy spell so, as yet, they have not been back in touch with her.</p> <p>FR asked if it would be advantageous to invite to the meeting those who had been awarded grants. It was decided not to take up this suggestion.</p> <p>The situation regarding the AGM would be reviewed.</p>	
5.0	<b>REVIEW OF APPLICATION PROCESS/CRITERIA FOR KILBRAUR COVID-19 RESPONSE FUND</b>	
	There was no discussion under this heading.	

6.0	<b>DISCUSSION/APPROVAL OF APPLICATIONS RECEIVED TO THE KILBRAUR COVID-19 RESPONSE FUND AS AT 4 MARCH 2021</b>	
	No applications had been received.	
7.0	<b>SUTHERLAND SPORTS COUNCIL (SSC)</b>	
	The Sutherland Sports Council receives money from the Trust to be dispersed as the Transport Grant Scheme. An application is submitted and the SSC receive a grant. The funding to the SSC had been the initiative of Campbell Port. LR is to speak to Cllr Jim McGillivray the Chair of the SSC and report back next week, 18 March 2021. CR asked LR who is the Secretary/Treasurer of the SSC to forward the documentation on which the SSC paid out their last award under the Transport Grant Scheme.	
8.0	<b>SECRETARY'S EXPENSES</b>	
	The secretary had put in a claim for expenses to be approved by the Trustees. The Trustees approved the claim unanimously.	
9.0	<b>SOAP – application ref: 2020/21/016</b>	
	Subsequent to the meeting where applications to the Trust with an end date of November 2020 had been discussed the outcome letter had been modified at the request of IM. This modified letter had been circulated prior to the meeting for approval. The modified letter was approved and could	

# MINUTE 11 MARCH 2021

	now be sent.	
10.0	<b>DATE OF NEXT MEETING</b> Thursday 18 March 2021 at 6.30pm.	
11.0	<b>AOCB</b>	
11.1	<b>Benches for Golspie Primary and Rogart Primary Cluster</b> IM reported that the benches were not yet in place and that the schools would have to wait until the benches came back into stock.	
11.2	<b>Holding Website</b> FR reported that he has started putting the minutes on the holding website.	
11.3	<b>Sharing of information with Gordonbush</b> It was proposed that Kilbaur Windfarm CBT should share information with Gordonbush. The proposal was supported unanimously.	
	<b>AGENDA ITEMS FOR NEXT MEETING</b>	
	The following items were to be included: - Sutherland Sports Council	
	There being no further business Iain Miller thanked everyone for attending and the meeting closed at 7.43 pm.	