

# MINUTE 21 MAY 2020

**Minute of meeting of Kilbraur Windfarm Community Benefit Trust  
held online through “Zoom” software on Thursday, 21 May 2020 at 5.30pm  
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**

**PRESENT** Ronnie Sim, Iain Miller (Chair), Linda Robichaud (Secretary), Sandy Crawford, Christine Ross (VGS/Treasurer)

**OBSERVERS** Erin Hunter (Falck Renewables)

**APOLOGIES** Mary Nicol

ITEM		ACTION
1.0	<b>WELCOME</b>	
1.1	Iain Miller welcomed everyone to the meeting.  It was agreed that CR would record the meeting.	
2.0	<b>APPROVAL OF MINUTES</b>  Iain Miller asked for any comments concerning the minutes of the meeting held on 18 May 2020.  As no comments were forthcoming the minutes were then approved as an accurate record having been proposed by Ronnie Sim and seconded by Iain Miller.	
3.0	<b>DISCUSSION/APPROVAL OF APPLICATIONS RECEIVED TO THE KILBRAUR COVID-19 RESPONSE FUND AS AT 21 MAY 2020</b>	

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3.1	CR introduced the applications. Following discussion the following decision was made:  1. £700 was awarded to Golspie residents.	
4.0	<b>REVIEW OF APPLICATION PROCESS/CRITERIA FOR COVID-19 RESPONSE FUND</b>	
4.1	<b>Multiple applications from the same household</b> It had been apparent during the discussion of the evening's applications that the process for dealing with multiple applications from the same household would have to be addressed. Following discussion it was decided unanimously that funding would be limited to one application per household. It was also decided unanimously that the application in such instances could be submitted by either the main householder or a person having the permission of the main householder to apply.	
4.2	<b>Telephone screening of applicants</b>  CR suggested that potential applicants should, in the first instance, telephone so that CR could ask some relevant questions to get "a story" relating to the background of the potential applicant.  IM asked about the capacity available if this was to be part of a new process. IM felt that it could be too burdensome for CR to do alone. Following discussion all Trustees, Erin Hunter and the Secretary all volunteered to take turns, taking a day at a time to assist in answering telephone calls. CR is to find out if the mobile number as given on the Trust's publicity could be diverted. CR said she would let the Trustees know tomorrow (22 May 2020) if this was possible. It was decided that after having received and dealt with a call an application form could be sent from the gmail account.  IM further asked if CR could generate "a script" for everyone to use. This would mean that there would be continued consistency and fairness in the application process. CR said she would put some questions together.	
	<b>AOCB</b>	
	<b>Date of next meeting</b> IM said that the date of the next meeting would be dictated by demand. However, in the meantime, a date was set for 5.30pm by zoom on Thursday 28 May 2020. IM said that, in general, the Trust would have to be flexible.	
	There being no further business Iain Miller thanked everyone for attending and the meeting closed at 6.00pm.	