

MINUTE 28 JANUARY 2021

**Minute of meeting of Kilbraur Windfarm Community Benefit Trust
held online through “Zoom” software on Thursday 28 January 2021 at 6.30pm
Meeting hosted by VGS/Treasurer of the Kilbraur Windfarm Community Benefit Trust**

PRESENT Linda Robichaud (Secretary), Christine Ross (VGS/Treasurer), Frank Roach, Liz Allan, Iain Miller (Chair), Mary Nicol, Ronnie Sim

OBSERVERS Erin Hunter (Falck Renewables)

APOLOGIES Sandy Crawford

ITEM		ACTION
1.0	WELCOME AND APOLOGIES	
1.1	Iain Miller welcomed everyone to the meeting and thanked EH for attending the meetings so regularly. Apologies had been received from Sandy Crawford.	
2.0	DECLARATION OF INTERESTS	
	IM stated that any declaration of interest should be made at the appropriate time during the meeting.	
3.0	NEW PASSWORD FOR kilbraurcovid19@gmail.com	

The secretary verbally stated the new password for the email account.

4.0	WEBSITE/TRANSFER OF DOMAIN NAME	
	FR reported that he had set up an account with Reg123 which was the same web hosting company as currently used by Rory. Rory then transferred the domain name over to FR. The domain name is now held in FR's name. Rory is to make sure that he has a backup for when it is required. We can create a new site and populate it. It had been pointed out to FR that there were no recent documents on the website but said that we could host minutes etc on Kilbraur74. A dummy site had been set up to prevent everything being lost. The Secretary would forward the approved minutes from the main fund meetings to FR and asked if the minutes from the Kilbraur Covid-19 Response Fund meetings should be provided on the web. It was decided that they should be included on the web. However, in the interests of anonymity and Data Protection a general statement such as x individuals and households were assisted to the extent of y amount would be suitable.	
5.0	REVIEW OF KILBRAUR COVID-19 RESPONSE FUND	
	It was decided that broadly the same advert would be used to publicise the fund. MN had posted it on the Golspie Facebook page. It was decided that	

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	<p>the Secretary would get the advert changed to include a time frame of 10am to 2pm in which to receive calls.</p> <p>CR pointed out that most enquiries came by email.</p> <p>It was decided that the same process which had been used for the administration of the fund in 2020 would continue and as before it would be led by CR.</p> <p>At this point RS stated that he and SC had visited the Hub in Brora to find out the situation regarding the delivery of food parcels. Rogart and Golspie had systems in place. Brora only has the Co-op but they do not deliver.</p> <p>On their visit SC and RS saw first hand the food that the Hub received. It is from this food that the parcels are put together with the volunteers providing their own transport. The Trust has already provided funding towards a "hut" where food can be collected. The idea now is that they would like a second hut and that it would be located in the vicinity of the High School. The Hub will be putting in an application to the Trust. RS advised the hub to submit it by the end of February. They need to clarify as to where it will be located as a power source is required.</p> <p>CR said that from an OSCR point of view the Trust needs to know that the money is going where it is needed and for example CAB input may be required.</p> <p>FR pointed out that that you cannot be an anonymous recipient.</p> <p>IM asked if the people administering the project were a charitable organisation as they do employ two people. CR stated that BaDAG is a charity but the Hub is not.</p> <p>IM said that we need to see their application as soon as possible. RS will be in touch with Mrs Lindsay but finding a site is difficult.</p> <p>LA asked why two huts were required. RS replied that the people in the south of Brora did not have transport/were elderly and were not able to walk to the of North of Brora. The hut at the North of Brora had a good uptake.</p>	
6.0	<p>COPY FOR PATH MAINTENANCE FUND PUBLICITY</p> <p>The Secretary, prior to the meeting, had provided everyone with a draft of publicity material to advertise the fund. The Trustees were asked for comment.</p> <p>FR asked if money would be paid out to a "corporate body". IM replied that money would go directly from CR to the person carrying out the work.</p>	

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	<p>RS asked who decides what is needed. IM said he would take Matt Dent's advice. Matt Dent is the Paths Officer, Highland Council. CR said authorisation would be required from the parent body.</p> <p>IM envisaged, for example, work at the Big Burn. A letter would go from the Community Council to Christine. Once the work had been completed the money would be paid on evidence of receipts.</p> <p>MN was concerned about what other paths were being done. Someone would need to "okay" the work. IM stated that we know the paths that have to be done in the Golspie area. FR and LA know the paths that have to be done in Rogart and in Brora SC is acquainted with the situation.</p> <p>CR said she needs to know the amount "up front" and that an application would be required.</p>	
7.0	REMINDER LETTER FOR MICROGRANTS	
	<p>Prior to the meeting the Secretary had circulated a draft letter to the Trustees for comment. The purpose of the letter and enclosures was to remind the Community Councils of Rogart, Golspie and Brora of the aims and usage of the microgrants as some of the Community Councils were finding it difficult to understand these aspects.</p> <p>IM stated that the microgrants had more of a focus on small unconstituted groups.</p> <p>It was decided that the Trustees would review the conditions for the Community Council awarding microgrants.</p>	
8.0	GOVERNANCE REVIEW	
	<p>IM thanked CR for the work she was carrying out. CR said that the relevant documents should be signed and returned to the Secretary.</p>	
8.0	AOCB	
8.1	<p>EH asked if the Trustees felt that there was an increase in people looking for money as some of the Falck Renewables' windfarms only have small amounts left over from last year's Covid-19 funding from Falck Renewables.</p> <p>RS asked if the Trust could use money from the main fund to assist those in financial need. It was stated that this would not be possible.</p> <p>EH asked if the money had been paid out to VGS and the primary school. Both had been paid out. IM had spoken to the head of the primary who said that the benches were not yet in place.</p> <p>LA asked if the Trust would be going back to weekly meetings. IM said that</p>	

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	there would be a “limited time” meeting next week in order to establish how the advert had been received.	
9.0	AGENDA ITEMS FOR NEXT MEETING There were no agenda items forthcoming.	
10.0	Date of next meeting A Zoom meeting will be held next Thursday, 4 February 2021.	
	There being no further business Iain Miller thanked everyone for attending and the meeting closed at 7.20pm.	