

KT16-03  
DRAFT MINUTE  
14 JULY 2016

**Draft minute of meeting of Kilbraur Windfarm Community Benefit Trust  
held on Thursday, 14 July 2016  
at The Golspie Heritage Centre, Golspie at 7.30pm**

<b>PRESENT</b>	Campbell Port (Chair), Ronnie Sim (Treasurer/Vice-chair), Iain Miller, Jonathan Hedges, Bob Meeres (part), Linda Robichaud (Secretary)
<b>APOLOGIES OBSERVERS</b>	Bill Honeyman, Cllr Jim McGillivray

ITEM	ACTION
1.0 <b>WELCOME, TRIBUTE AND APOLOGIES</b>	<p>Campbell Port welcomed everyone to the meeting and began by paying tribute to Mr Johnny Ross of Rogart who had suddenly passed away earlier in the week under tragic circumstances. Johnny, who previously had been chair of Rogart Community Council, had been part of the original "committee" involved in the formation of the Trust and the Trustees wished it to be known how much they appreciated his valued contribution for his involvement to 2007. A sympathy card was to be sent from the Trustees to Johnny's family.</p> <p>Prior to the meeting the Trustees had an opportunity to view the completed skiff of Golspie Rowing Club for which the club had received an award from the Trust.</p> <p>Apologies had been received from Bill Honeyman and Cllr Jim McGillivray.</p>
2.0 <b>MINUTES OF MEETING 14 APRIL 2016</b>	<p>Campbell Port asked for any comments concerning the minute.</p> <p>Ronnie Sim stated that he had not received any follow-up documentation from Sam Crisp who had successfully requested funding towards training. Bob Meeres stated he would speak to Sam regarding the situation.</p> <p>Ronnie Sim also informed the Trustees that all three Community Councils had received their cheques for microgrants.</p> <p>No further comments were forthcoming. The minute was then approved as an accurate record having been proposed by Jonathan Hedges and seconded by Iain Miller.</p>
3.0 <b>TREASURER'S REPORT</b>	<p>The Treasurer provided a handout giving a comprehensive breakdown of</p>

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	<p>the current financial position of the Trust.</p> <p>Ronnie Sim pointed out that Strathfleet Buttons and Bows had not yet put in their claim. Bob Meeres offered to contact them regarding this matter.</p> <p>(Agenda item no 5) - Alasdair Waddell, on behalf of Rogart Community Council, had emailed the Secretary requesting an extension to the date by which they had to make the claim for their successful application (ref: 2015/16/013) for funding towards a community consultation. It was decided that the Secretary should write to Alasdair Waddell informing him that an extension of three months had been granted.</p> <p>Campbell Port thanked the Treasurer for his report.</p>	
4.0	<p><b>REVIEW OF APPLICATIONS RECEIVED</b></p> <p>Prior to the discussion of the applications received it was noted that Bill Honeyman had provided Ronnie Sim with notes on his views on the applications submitted.</p>	
4.1	<p><b>Application reference: 2016/17/008</b></p> <p>Submitted by: East Sutherland Kids Holiday Club  Amount requested: £1,500</p> <p>Campbell Port gave a brief summary of the application: The aim of East Sutherland Kids Holiday Club is to provide events for the young people of the community outwith the parameters of "church". The application had been submitted by Rev John Macgregor who had now left the area. Rev Macgregor had informed the secretary that Mrs Margaret Macintosh, Doll, Brora was now the new contact. They now require funding for the hosting of a children's fun day for the children of Brora, Golspie and Rogart.</p> <p>Following discussion it was proposed that a donation of £850 be made. The proposal was supported unanimously. The Treasurer gave a cheque for £850 to the Secretary to be enclosed with the outcome letter to the organisation.</p>	
4.2	<p><b>Application reference: 2016/17/009</b></p> <p>Submitted by: Brora Senior Citizens Xmas Party Group  Amount requested: £1,000</p> <p>Ronnie Sim and Bill Honeyman (by note) declared an interest.</p> <p>It was noted that a previous application had been made to the Trust - application ref: 2014/15/005 for £500 for which a donation of £500 was made.</p>	

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	<p>Campbell Port gave a brief summary of the application: Brora Senior Citizens Xmas Party Group provide a Christmas party every year for the over 60s in the village. They now require funding towards the cost of this year's party.</p> <p>Iain Miller stated that the Group were very hard working and heavily involved in fundraising for themselves.</p> <p>Following discussion it was proposed that a donation of £1000 be made. The proposal was supported unanimously. It was requested that the Secretary should state in the outcome letter that the cheque would be delivered nearer the time of the event.</p>	
4.3	<p><b>Application reference: 2016/17/010</b>  Submitted by: Rogart for the Future  Amount requested: £1,500</p> <p>Campbell Port gave a brief summary of the application: The aims of Rogart for the Future include the conservation and improvement of the environment of the Parish of Rogart. They now require funding to organise a bus trip for senior citizens which will include entry to the chosen destination and an evening meal.</p> <p>Following discussion it was proposed that an award be made and that it would be up to a maximum value of £1292 which was the sum when individual items on the application form were totalled – the Secretary was to include in the outcome letter that the final amount awarded was dependent on the received amounts received by the Trust. The proposal was supported unanimously.</p>	
4.4	<p><b>Application reference: 2016/17/011</b>  Submitted by: Doll Community Association  Amount requested: £10,000</p> <p>Ronnie Sim declared an interest.</p> <p>Campbell Port gave a brief summary of the application: Doll Community Association runs local events from the Hall which forms a central meeting and social hub for the community. They now require funding towards the upgrading of the hall.</p> <p>Following discussion it was proposed that an award of £10,000 be made. The proposal was supported unanimously.</p>	

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<p><b>4.5</b></p> <p><b>Application reference: 2016/17/012</b>            Submitted by: Feis Chataibh            Amount requested: £3,757</p> <p>It was noted that previous applications had been made by Feis Chataibh:</p> <ol style="list-style-type: none"> <li>1) Application ref: 2015/16/014 for new instruments and funding towards annual ceilidh trail. An award for £6,420 was made.</li> <li>2) Application ref: 2014/15/025 for various musical instruments. An award of £3,576.56 was made.</li> <li>3) Application ref: 2013/14/017 for £4,540.60 for harps, cases etc . An award made.</li> <li>4) Application ref: 2010/11/011 for ceilidh trail costs. An award of £3,690 was made.</li> <li>5) Application ref: 2010/11/033 for masterclass workshops. An award of £2,500 made.</li> <li>6) Application ref: 2011/12/016 for the running of programme of events. No award made.</li> </ol> <p>Campbell Port gave a brief summary of the application: Feis Chataibh is a voluntary community group operating mainly in Golspie and offers traditional music, song, art and drama tuition to young people aged 8 to 18. They now require funding for such items as rehearsal venue hire, the production of a tunebook and CD.</p> <p>Following discussion it was proposed that an award of up to £3,757 be made against receipts received for project costs as detailed in their application. The proposal was supported unanimously.</p>	
<p><b>4.6</b></p> <p><b>Application reference: 2016/17/013</b>            Submitted by: Flexitots            Amount requested: £3,945</p> <p>Bob Meeres declared an interest.</p> <p>Campbell Port gave a brief summary of the application: Flexitots is a new group, set up to encourage parents to be active with their children through, for example, the use of soft play equipment, swimming and walking. They currently require funding to support their "start-up. This would include hall hire, the purchase of creative equipment and training.</p>	

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	<p>Campbell Port commented on how positive it was to see another group of young people getting active.</p> <p>Following discussion it was unanimously decided that Bob Meeres should contact Flexitots in order to obtain answers to some questions put forward by the Trustees. Subject to satisfactory answers an award of £3,945 would be made.</p>
4.7	<p><b>Application reference: 2016/17/014</b>            Submitted by: Rogart Community Council            Amount requested: £3151.80</p> <p>Jonathan Hedges declared an interest.</p> <p>It was noted that previous applications had been made by Rogart Community Council:</p> <ol style="list-style-type: none"> <li>1) Application ref: 2015/16/010 for grants to support young learner drivers gain licence through lessons and to participate in pass plus. Unsuccessful.</li> <li>2) Application ref: 2015/16/013 for funds to support implementation of proposals put forward by community consultancy Athena solutions. £9,804 awarded in principle i.e with conditions.</li> <li>3) Application ref: 2012/13/026 and ref: 2012/13/008. Both applications related to the same project of Christmas lights. Award made.</li> <li>4) Application ref: 2013/14/006 for Rogart Gala and over 60's parties. A one off award of £2,000 was made.</li> <li>5) Application ref: 2013/14/016 for purchase of a minibus. The application was unsuccessful.</li> <li>6) Application ref: 2013/14/011 for £2,500 towards Rogart Gala day. A donation of £500 was made.</li> </ol> <p>7) Campbell Port gave a brief summary of the application: Rogart Community Council operates as an active community council in accordance with the Scheme of Establishment provided by the Highland Council. They now require funding to purchase and install a steel anti-vandal store at Corry Meadow.</p> <p>Following discussion it was proposed that an award of £3,151.80 be made</p>

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	<p>for the purposes of a power connection to the store. The proposal was supported unanimously.</p>	
4.8	<p><b>Application reference: 2016/17/015</b>  Submitted by: Golspie Community Council  Amount requested: £8,884.80</p> <p>Iain Miller declared an interest.</p> <p>It was noted that previous applications had been made by the Community Council:</p> <ol style="list-style-type: none"> <li>1) Application ref: 2014/15/025 for improved accessibility of lower network path of the Big Burn walk and to carry out repair/drainage works to the path. £5,000 awarded.</li> <li>2) Application ref: 2015/16/024 for the purchase of Christmas lighting to repair and enhance existing display (materials only). An award of £7,000 was made.</li> <li>3) Application ref: 2014/15/027 for outdoor gym equipment. An award of £7,000 was made.</li> <li>4) Application ref: 2014/15/017 for reconstruction and improvement of lower paths of the Big Burn walk in Golspie for which an award of £10,000 was made.</li> <li>5) Application ref: 2014/15/10 for reinstatement of footpaths. An award of £7,954 was made.</li> </ol> <p>Campbell Port gave a brief summary of the application: Golspie Community Council is a public representative body for the community of Golspie and the surrounding area which helps to express the views of the community to authorities and other public bodies. They now require funding for an attendant controlled, powered wheelchair outdoors and two rempods for the residents of Seaforth House, Golspie.  </p> <p>The Trustees stated how important it was for the requested items to remain at Seaforth House for the use of the residents.</p> <p>Following discussion it was proposed that an award of £8,884.80 be made to Golspie Community Council subject to a letter being signed by Seaforth House stating that they understand that, although they will have exclusive use of the items, they will remain the property of Golspie Community Council. The proposal was supported unanimously.</p>	

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<b>ITEM</b>		<b>ACTION</b>
<b>4.9</b>	<p><b>Request for training costs received from Gayle Macrae</b></p> <p>A letter had been received from Gayle Macrae requesting support towards a training course. The course cost being £300 with travel and accommodation coming to an extra £100.</p> <p>In principle the Trustees decided that an award be given.</p> <p>It was noted that Golspie Community Council had been in touch with Gayle and had the situation in hand. Golspie Community Council currently holds receipts for £300 and the council would be paid by the Trust for this amount. This would therefore not compromise the Community Council's microgrant funding received from the Trust and would be done on the basis that the Trust received receipts so that a paper trail would be available for any audit purposes. As the council was in touch with Gayle there was no requirement for the Secretary to write a letter.</p>	
<b>4.10</b>	<p><b>Training grant request from Golspie Golf Club</b></p> <p>A letter had been received from Golspie Golf Club requesting a training grant.</p> <p>Following discussion it was decided that the request be declined.</p>	
<b>5.0</b>	<p><b>PROCEDURE FOR DEALING WITH REQUESTS FOR A TRAINING GRANT</b></p> <p>Following discussion earlier in the meeting regarding requests for training grants the Trustees decided that a new system for dealing with such requests be put in place.</p> <p>It was agreed that training grants would continue to be awarded up to £500 and that any request for training to the Trust would be passed to the relevant Community Council. The Trust for their part would reimburse the Community Council for the equivalent amount if the training grant was approved. This meant that the award did not come out of the Community Council's microgrant funding from the Trust.</p> <p>The relevant Community Council would inform a local Trustee if any request for a training award was made directly to the Community Council.</p> <p>A draft letter was to be put together by the Secretary outlining the above and circulated to the Trustees for approval prior to being sent to the relevant Community Councils.</p>	

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6.0	<p><b>CORRESPONDENCE IN</b></p> <p>The secretary gave a brief summary of the incoming correspondence which included item 4 (ii) on the agenda and the following:</p> <ol style="list-style-type: none"> <li>1. Lee Bright of Brora Community Council had written to thank the Trust for their microgrant award.</li> <li>2. Rev J Macgregor had written to provide new contact details for the application he had submitted on behalf of East Sutherland Kids Holiday Club.</li> </ol> <p>Ronnie Sim informed the Trustees that he had received a thank you email from Brora Golf Club for their recent award.</p>	
7.0	<b>AOCB</b>	
7.1	<p><i>Advert in Northern Times</i></p> <p>The next advert would be placed in the 28 July 2016 edition of the Northern Times.</p>	
8.0	<b>CLOSING DATES FOR NEXT ROUND OF APPLICATIONS</b>	
	<p>The closing date for the next round of applications was confirmed as Friday, 26 August 2016.</p>	
9.0	<p><b>AGENDA ITEMS FOR NEXT MEETING</b></p> <p>No agenda items were forthcoming.</p>	
	<b>DATE FOR NEXT MEETING</b>	
	<p>The date of the next meeting was confirmed as Thursday, 20 October 2016 with the pre-meeting on Thursday, 13 October 2016.</p>	
	<p>There being no further business Campbell Port thanked everyone for attending and the meeting closed at 9.30pm.</p>	