

MINUTE 16 FEBRUARY 2023

Minute of Main Meeting

Kilbraur Windfarm Community Benefit Trust

held online through “Zoom” software on Thursday 16 February 2023 at 6.30pm

Meeting hosted by VGS/Treasurer of the Kilbraur Windfarm Community Benefit Trust

PRESENT	Iain Miller, Frank Roach, Liz Allan, Alison Cameron,
OFFICERS	Christine Ross (VGS/Treasurer), Linda Robichaud (Secretary)
APOLOGIES	Cllr Jim McGillivray, Cllr Richard Gale, George Gunn, Margaret Macintosh
OBSERVERS	Erin Murchie (Falck Renewables)

		ACTION
1.0	WELCOME AND APOLOGIES As the Chair, George Gunn, was not present it fell upon the vice-chair Iain Miller to assume the position of chair for the meeting. This was with the agreement of the other Trustees present.	
2.0	DECLARATION OF INTERESTS It was agreed that any declaration of interest should be made at the appropriate time during the meeting.	
3.0	MINUTES – 28 NOVEMBER 2022 Iain Miller asked for any comments concerning the minute. Three typos and further clarification on an item were highlighted. The Secretary would make the necessary changes. As no further comments were forthcoming the minute was then approved as an accurate record having been proposed by Iain Miller and seconded by Liz Allan.	
4.0	GOVERNANCE	
4.1	Role of pre-meetings and situation re: notes/minutes Paper KT23-002 relating to the above had been circulated to the Trustees prior to the meeting. Following discussion Iain Miller proposed that pre-meetings should become “application assessment meetings”. Frank Roach seconded the proposal. Attendees would be Trustees and officers.	
4.2	Updating of application form	

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	<p>Paper KT23-003 had been provided to the Trustees prior to the meeting. Three changes had been requested to date. These related to:</p> <ol style="list-style-type: none"> 1. Non acceptance of supporting documentation provided as photos/scans supplied by phone or tablet. 2. No in-kind contributions would be accepted on an application 3. Item 4 on the checklist on P.15 of the application form becomes "statement of income and expenditure". <p>The updated application was approved and would be uploaded to the Kilbraur website as soon as possible.</p>	
4.3	<p>Amendment to Internal Checklist</p> <p>CR suggested that in relation to item number 8 on the agenda i.e Gina Rankin having no longer a requirement for gym equipment purchased with a Kilbraur Windfarm CBT that the Kilbraur CBT internal checklist should be updated.</p> <p>CR felt that a clause stating that if an organisation was dissolved then the assets provided by the Kilbraur Windfarm CBT must remain in the area of benefit.</p> <p>CR advised that a group's dissolution clause should be given greater scrutiny within the application process.</p> <p>The Grant Making Policy and application form would also have to be updated.</p> <p>IM proposed that an additional clause be added to the Internal Checklist. This was seconded by Alison Cameron.</p>	
4.4	<p>Trust Deed</p> <p>Iain Miller had requested that the Trust Deed be an agenda item.</p> <p>CR stated that previously the Trust Deed had been discussed along with the possibility of the Trust becoming a SCIO. CR reminded everyone that if the Trust were to become a SCIO it would be a fundamental change. Also, Community Councillors are not natural people for a SCIO.</p> <p>Erin stated that the Millennium Windfarm was a community company.</p> <p>CR continued that the Trust would need a solicitor to unravel the Trust Deed and that the Trust would be eligible to spend Trust funds on a solicitor.</p> <p>It was decided that the Secretary should look through previous minutes for meetings at which the Trust Deed was an agenda item and report back with any suggested changes.</p>	
4.5	<p>Application Forms and Procedures for Path Maintenance Grants, Microgrants, Support into Employment Grants and Interim Grant Reports</p>	

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	<p>It was unanimously decided that following the meeting of the 25 November 2022 that the Secretary would disseminate the new documentation/procedures to each of the Community Councils of Rogart, Golspie and Brora.</p> <p>At the next appropriate meeting it would need to be clarified if the Trust had agreed to fund the Path Maintenance Grant for another year.</p>	
5.0	TREASURER'S REPORT The Treasurer had provided the Trustees with a detailed breakdown of the financial situation prior to the meeting. The figures provided would be given to the accountants Mackay & Co in order that the accounts to the year end of 31 January 2023 could be generated. Iain Miller and Frank Roach would act as signatories for the accounts. The Treasurer asked if there were any questions. Frank Roach asked for a breakdown of the admin figure which was duly provided.	
6.0 and 7.0	Note: items 6.0 and 7.0 on the agenda were discussed as one item. APPLICATIONS RECEIVED WITH CLOSING DATE 25 NOVEMBER 2022 AND UPDATES ON OUTSTANDING REQUESTS FOR INFORMATION	
6/7.1	Application reference: 2022/23/018 Submitted by: Golspie Stafford Football Club Iain Miller began the conversation by stating that he had followed up Frank Roach's suggestion of the club having some form of Kilbraur logo on their strip. Following discussion it was decided that a grant of £2,500 be awarded to the Golspie Stafford Football Club.	
6/7.2	Application reference: 2022/23/013 Submitted by: Golspie Youth Action Project The Secretary reported that no further information had been received from the Youth Action Project. IM felt that some further information must have been forthcoming as the group had given notice to VGS that they were vacating the building. The Secretary said that she would check that nothing had come in and report back to the Trustees.	
6/7.3	Application reference: 2022/23/014 Submitted by: Friends of Brora Community Learning Centre	

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	<p>Paper KT23-004 had provided the Trustees with updated costing information which had been received from the Friends of Brora Community Learning Centre.</p> <p>Following discussion it was proposed that an award of £5,835.96 be made. The proposal was supported unanimously.</p>	
6/7.4	<p>East Sutherland Swimming Club Application reference: 2022/23/009</p> <p>The Secretary reported that no updates had been received.</p>	
6/7.5	<p>Go Golspie Development Trust Application ref: 2022/23/016</p> <p>Iain Miller began the discussion by stating that the last piece of information required from Go Golspie had been received and circulated to the Trustees. This related to ownership of the Fountain Road Hall.</p> <p>Alison Cameron reminded everyone that the Fountain Road Hall was not a church hall but a community hall.</p> <p>Following discussion it was proposed that that an award of £7,700 be made. The proposal was supported unanimously.</p>	
6/7.6	<p>Brora Primary Parent Council Application ref: 2022/23/17</p> <p>Following discussion it was proposed that an award of £10,000 be made. The proposal was supported unanimously.</p>	
6/7.7	<p>Brora Wanderers Football Club Application ref: 2022/23/015</p> <p>Following discussion it was proposed that that an award of £2,316 be made. The proposal was supported unanimously.</p>	
8.0	<p>GINA RANKIN – RETURN OF EQUIPMENT – APPLICATION 2018/19/005</p> <p>Gina had previously been in touch with the Trustees informing them of the closure of "Tiny Tots" and requesting guidance on the dispersal of assets funded by the Kilbraur Windfarm CBT.</p> <p>Following discussion the Trustees decided that due to the age and worth of the equipment it would be appropriate for Catherine Stewart Cheer to disperse the equipment within the area of benefit of the Kilbraur Windfarm Community Benefit Trust as they see fit. This could</p>	

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	<p>be in line with any of the proposals they have put forward to the Trust to date.</p> <p>It was also decided to remind the group that no financial transaction(s) would be involved in the dispersal.</p>	
9.0	CLYNE HERITAGE SOCIETY	
	<p>This item relates to Paper KT23-007.</p> <p>An email had been received from the Clyne Heritage Society stating that they were preparing to submit an application to meet the deadline of the next round of applications. They pointed out that they already had an outstanding approved grant for £10,000 – application ref: 2020/21/018. They were now looking for advice regarding the situation.</p> <p>It was decided that the Clyne Heritage Society should submit their new application and if approved the society can decide which project goes ahead first. It was noted that the Trustees had previously approved a similar situation for Rogart Development Trust. Rogart Development Trust had been allowed to swap the order of carrying out the approved applications.</p>	
10.0	CONFIRMATION OF DATE OF NEXT MEETING	
	<p>The next meeting would take place on 17 March 2023.</p>	
11.0	ADVERTISING IN NORTHERN TIMES	
	<p>Next advert 28 April 2023.</p>	
12.0	AOCB	
	<p>It was noted that Margaret Macintosh had handed in her resignation as a Trustee by email to the Secretary.</p> <p>IM would speak to Russell Rehky of the Brora Community Council regarding the situation of Margaret's resignation.</p>	
13.0	AGENDA ITEMS FOR NEXT MEETING	
	<p>Trust deed</p>	
	<p>There being no further business the meeting closed at 20.08.</p>	