

MINUTE 11 FEBRUARY 2021

**Minute of meeting of Kilbraur Windfarm Community Benefit Trust
held online through “Zoom” software on Thursday, 11 February 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

PRESENT Sandy Crawford, Linda Robichaud (Secretary), Christine Ross (VGS/Treasurer), Frank Roach, Liz Allan, Iain Miller (Chair), Mary Nicol, Ronnie Sim – joined meeting at 18.38

OBSERVERS Erin Hunter – (Falck Renewables)

APOLOGIES

ITEM		ACTION
1.0	WELCOME AND APOLOGIES	
1.1	Iain Miller welcomed everyone to the meeting. There were no apologies.	
2.0	DECLARATION OF INTERESTS	
	IM stated that any declaration of interest should be made at the appropriate time during the meeting.	
3.0	MINUTES	
3.1	Minute of 17 December 2020 meeting 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 Iain Miller and seconded by Sandy Crawford.	
3.2	Minute of 4 February 2021 meeting 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 Frank Roach and seconded by Iain Miller.	
4.0	YEAR END ACCOUNTS	
	The Treasurer, CR, reported that she had removed Go Golspie (application no: 2020/21/008) from the “committed funds” section of the accounts. RS requested that the funding for the Brora Senior Citizens Xmas Party Group (application ref:2020/21/006) be removed from the “committed funds” section of the accounts. At this point SC stated that he had sent an email to the Golspie ELC, (application ref: 2020/21/011) regarding the VAT element of the application.	

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	Following discussion it was decided that the secretary should write to the Golspie ELC requesting that Golspie ELC should resubmit their application with a modified costing section containing accurate amounts, VAT where applicable and the total amount requested from the fund. It was also decided that CR should remove the Golspie ELC from the “committed funds” list. This removal would be carried out on a temporary basis.	
5.0	DISCUSSION/APPROVAL OF APPLICATIONS RECEIVED TO THE KILBRAUR COVID-19 RESPONSE FUND AS AT 11 FEBRUARY 2021	
	CR introduced the applications. After discussion the following decisions were made: 1. £500 awarded to KW9.	
	IM had received an application enquiry from Key Housing. IM had informed them to apply to their local community council for a microgrant.	
6.0	REVIEW OF APPLICATION PROCESS/CRITERIA FOR KILBRAUR COVID-19 RESPONSE FUND	
	CAB IM felt that CAB could direct people to funds to which they may not be aware. CR stated that she would recommend people to go to CAB. Following discussion it was decided to leave CAB on the Kilbraur Covid-19 Response Fund application form.	
7.0	UPDATE ON MAIN FUND APPLICATIONS	
7.1	Application ref: 2020/21/010 – Sutherland Stepping Stones There was no further update.	
7.2	Application ref: 2020/21/011 – Golspie ELC This had been discussed earlier in the meeting. See item 4.0 on this minute.	
7.3	Application ref: 2020/21/013 – Doll Hall Association The requested requotes had been received from the Doll Hall Association prior to the meeting. Following discussion it was proposed that an award should be made based on the Peter Etheridge quote. The proposal was supported unanimously.	
8.0	GOVERNANCE REVIEW	
	CR had no further updates.	

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9.0	SECRETARY'S EXPENSES	
	The secretary had put in a claim for extra hours worked. IM proposed that the claim be supported. The Trustees agreed unanimously.	
10.0	DATES OF MEETINGS	
	It was decided that a pre-meeting for applications received by the end of November 2020 would be held on Thursday, 18 February 2021. A full meeting would take place on Thursday, 25 February 2021. Any applications received by these dates which relate to the Kilbraur Covid-19 Response Fund would also be discussed at these meetings.	
11.0	AOCB	
11.1	Minutes for website FR asked the secretary to send him approved minutes to put on the Kilbraur Windfarm CBT website. Rory is using his personal webspace and the Kilbraur Windfarm CBT has access to this until 21 March 2021.	
11.2	Answering the Kilbraur Covid-19 Response Fund Phonenumber SC stated that he had received no phone calls on either day he had been on the rota. As a general point he felt that it was "awkward" to ask the required questions. CR agreed with this point. It was decided that any caller would be asked if they had access to email. An application could therefore be emailed to them. If they did not have access to email then an application could be posted to them.	
	AGENDA ITEMS FOR NEXT MEETING	
	The were no items forthcoming.	
	There being no further business Iain Miller thanked everyone for attending and the meeting closed at 7.30pm.	