

MINUTE

17 DECEMBER 2020

**Minute of meeting of Kilbraur Windfarm Community Benefit Trust
held online through "Zoom" software on Thursday, 17 December 2020 at 6.30pm.
Hosted by VGS/Treasurer of the Kilbraur Windfarm CBT**

PRESENT Iain Miller (chair), Linda Robichaud (Secretary), Sandy Crawford, Ronnie Sim, Mary Nicol, Liz Allan, Frank Roach, Christine Ross (Treasurer)

APOLOGIES

OBSERVERS Erin Hunter (Falck Renewables)

ITEM		ACTION
1.0	WELCOME AND APOLOGIES	
1.1	Iain Miller welcomed everyone to the meeting. There were no apologies.	
2.0	DECLARATION OF INTEREST	
	All Trustees present had an interest in the Community Path project. IM asked about the parameters of a declaration of interest. CR clarified that anyone declaring an interest should have "no input whatsoever" in the discussion of the application or subject matter and should under normal circumstances "step out of the room". CR said there were "breakout rooms" within the Zoom software which could provide this facility.	
3.0	FUNDING FOR EXISTING PATHS FOR AREA OF BENEFIT	
	Prior to the meeting all Trustees had been emailed by IM for their views on this topic and the Trustees had all responded positively. Now that decision needed to be ratified. IM provided some background information. It had been apparent to IM after some consideration that there had recently been a resurgence in path maintenance activity in relation to Rogart, Golspie and Brora. Further, that most people were using their personal money with which to buy materials. IM had asked CR if she would administer the fund. CR was happy to do so. IM proposed that £1500 should be awarded to each of Golspie, Rogart and Brora for path maintenance only i.e. this would exclude tools for maintenance but would include such items as strimmer string.	

MINUTE

17 DECEMBER 2020

<p>The proposal was supported unanimously.</p> <p>LA asked if the money would be provided annually. IM stated that he envisaged it being done on an annual basis until requests tapered off but he was aware that maintenance never really stops.</p> <p>RS asked who would be approaching CR for money? IM responded by providing a hypothetical example – if someone who is actually carrying out the work put in a bid from Cycling UK he would send the request to Christine who would then forward it to the Trustees. When the job was completed and receipted invoices received then the funding would be paid out. The person carrying out the work and making the outlay would then go to Christine to get reimbursed.</p> <p>IM asked if we needed a dedicated email address for this fund. The Trustees decided that this was not required.</p> <p>LA asked if Rogart volunteers would have to perform work in Rogart or could they conduct work outwith Rogart but within the area of benefit. Continuing with the above example IM stated that if someone were to do a job in Rogart he would need to put in an application with a Rogart organisation.</p> <p>FR asked if there would be a need to spend such a grant within one year. RS pointed out that microgrants if not used could be carried forward. The Trustees decided that the Path Maintenance Fund should be allowed to roll forward if unused.</p> <p>It was decided that the fund should be advertised with VGS and then shared on Facebook.</p> <p>RS pointed out our year end will be in five weeks and suggested that the Fund should be launched next year.</p> <p>IM queried the situation regarding A Wagstaffe (Cycling UK) who had been looking for money. It was decided to inform the appropriate person that the fund was open for bids now but the actual funding would not come online until February 2021. RS stated that it would be simpler for accounting purposes for it to start on the 1 February 2020.</p> <p>IM asked EH what she thought about the fund. EH wondered how much of the £1,500 would be used and how much would roll forward. It would not be so good if a “pot” was accruing.</p> <p>SC thought the money would be used.</p> <p>CR suggested running the programme for a couple of years and then review matters.</p>	
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

MINUTE 17 DECEMBER 2020

	<p>The secretary suggested stating that the programme was a “pilot” and that this should be included in the advert. This was agreed.</p> <p>IM stated that the Rogart Development Trust would be the parent body in Rogart with LA and FR accessing the bid coming through.</p> <p>It was decided that IM could inform A Wagstaffe that a bid could go in but the fund would not start until the 1st February 2021.</p>	
4.0	ROGART DEVELOPMENT TRUST – application ref: 2020/21/002	
	<p>IM began the discussion by stating that an email had been received from Mrs Roach regarding the “Bridge Project”. The email contained a “revised” application. This now becomes application 2020/21/002A. The amount now requested had increased from £10,000 to £13,594.</p> <p>It was proposed that the amended amount of £13,594 be approved. The proposal was supported unanimously.</p> <p>A discussion followed regarding the outcome letter which should be written by the Secretary. During the discussion FR stated that the issue was that two estates had combined into one. FR believed that this issue would be resolved fairly soon as it is a legal question and that RDT would come back with the legal arrangement in place. FR suggested that someone speak to Kate Roach.</p> <p>MN thought that a letter of comfort could be sought saying that Estate X and Estate Y were happy for the Bridge Project to go ahead.</p> <p>It was decided that the outcome letter should ask for assurance that the Mart project will be put on hold until the Bridge project has been completed.</p> <p>It was also decided that the RDT should supply the following:</p> <ol style="list-style-type: none"> 1. a copy of the letter confirming their funding from Gordonbush 2. a copy of the letter confirming their funding from HiTrans 3. written confirmation from the landowner that there is no issue with the bridge project going ahead from their perspective 	
5.0	GOVERNANCE REVIEW	
5.1	<p>Microgrants</p> <p>IM gave a brief background to the situation regarding microgrants. Since their inception they have been dispersed by each of the community</p>	

MINUTE 17 DECEMBER 2020

	<p>councils of Rogart, Golspie and Brora. This was due to the fact that Community Councils met more frequently i.e.monthly than the Trustees.</p> <p>IM now felt that the Trust could look after the microgrants themselves and that it would be desirable to do so. IM highlighted two reasons for this. Firstly, the ability to ensure that microgrants would be used for the intended category of applicants and purposes in keeping with our guidelines. Secondly, we have our Treasurer, CR, in place. Part of the reason for the microgrants was to appeal to non-constituted bodies to “get things done”. Recently larger groups were looking for more and more money.</p> <p>MN stated that there now seemed to be a lack of clarity within the Community Councils as to what groups receive them as groups were applying for a microgrant as well as to the main fund.</p> <p>RS said that if an application came to CR then she would have to contact the appropriate two Trustees as they have local knowledge.</p> <p>SC stated that if CR were to deal with the microgrant fund then the Trust would have to recognise the extra work carried out by CR.</p> <p>CR thought that the community councils could be reminded of the microgrant terms. The Trustees could attend Community Council meetings or IM could attend community council meetings relating to the area of benefit.</p> <p>IM said that we need to promote microgrants and training grants.</p> <p>Following further discussion it was decided that the Trustees would wait until the end of the year, April 2021, reports were received from the community councils of Rogart, Golspie and Brora. It was also decided that the secretary would compose a letter reminding community councils of the usage of microgrants. This would be circulated to the Trustees before sending it to the community councils and the letter would have the heading “reminder”. The approved letter would be sent with the normal enclosures included in the approval of microgrant awards letter to the community councils. These were a “terms of microgrant usage” document and an extract from the Trust Deed.</p>	
5.2	<p>Training grants</p> <p>It was felt that training grants could be promoted by VGS and Facebook as well as included in the microgrant letter to the community councils. It was also felt that this was something the community councils could promote.</p> <p>It was noted that Gordonbush do not do training grants.</p>	

MINUTE 17 DECEMBER 2020

	At this point EH stated that the windfarm, Kilbraur South, which was now going to appeal for planning permission had no connection with Falck Renewables.	
5.3	<p>Declaration of interest This was dealt with item 2.0 of this minute.</p> <p>At this point IM asked if the Balblair Path project, application ref: 2020/21/007, could be put on hold. This was agreed unanimously. IM declared an interest in the application.</p>	
	AOCB	
	<p>Golspie ELC – application ref: 2020/21/011 SC asked CR if she had received the bank details for Golspie ELC. CR confirmed she had.</p>	
	AGENDA ITEMS FOR NEXT MEETING	
	There were no items forthcoming.	
	There being no further business Iain Miller thanked everyone for attending and the meeting closed at 7.43pm.	