

MINUTE

4 JUNE 2020

**Minute of meeting of Kilbraur Windfarm Community Benefit Trust
held online through "Zoom" software on Thursday, 4 June 2020 at 5.30pm
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 Ronnie Sim, Iain Miller (Chair), Linda Robichaud (Secretary), Sandy Crawford, Christine Ross (VGS/Treasurer), Liz Allan, Frank Roach, Mary Nicol

OBSERVERS Erin Hunter (Falck Renewables)

APOLOGIES

ITEM		ACTION
1.0	WELCOME	
1.1	Iain Miller welcomed everyone to the meeting.	
2.0	APPROVAL OF MINUTES	
	Iain Miller asked for any comments concerning the minutes of the meeting held on 28 May 2020. As no comments were forthcoming the minutes were then approved as an accurate record having been proposed by Mary Nicol and seconded by Iain Miller.	
3.0	DISCUSSION/APPROVAL OF APPLICATIONS RECEIVED TO THE KILBRAUR COVID-19 RESPONSE FUND AS AT 28 MAY 2020	
	CR introduced the applications. Following discussion the following decisions were made: 1. £550 was awarded to those residing in Golspie. 2. £650 was awarded to those residing in Brora.	

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4.0	UPDATE ON ROGART APPLICATIONS	
4.1	<p>Rogart Community Council: Application ref: 2016/17/021</p> <p>IM began the discussion by referring to application 2016/17/021 which had been submitted in the year 2016-2017 by the Rogart Community Council for the establishment of the Rogart Development Trust. An award had been made but the full amount had not been fully drawn down. IM asked RS to provide further information on the matter as RS had been Treasurer at the time of the award being made. RS thought that there was around £5,000 still available. RS, for the next meeting, would look into how much was available. It was decided that this amount, when confirmed, would be ring fenced for Rogart Community Council. LA and FR were to find out what suitable project(s) in Rogart required funding – once identified an application could be submitted.</p>	
4.2	<p>Rogart Development Trust: Mart Project and Bridge/paths project</p> <p>IM began the discussion by stating that the Mart project was a substantial and significant project. IM then suggested that one of the projects should, perhaps, be put on the “back burner” to concentrate on the other. IM also commented that the Mart project due to the lapse of time since the Kilbraur Windfarm CBT had made their award to the RDT the estimates/quotes submitted would now be “out of date”. A new architect was also now in place. It was decided that LA and FR would meet with the Rogart Development Trust to discuss matters.</p> <p>RS queried that with the advent of Covid-19, if some of the businesses involved in the preparation of the quotes would still be trading.</p> <p>SC pointed out that the Mart project had been due to finish at the end of this year, 2020.</p> <p>LA then asked how far ahead the bridge/paths project was currently. FR said that it was going to planning. It was decided that LA and FR would familiarise themselves with the situation and they would try for next week.</p> <p>IM asked if the Rogart Trustees had been happy for both applications to be brought up for discussion. Both Trustees replied, “Yes”.</p>	
5.0	IMPACT OF COVID-19 ON CURRENT/OUTSTANDING APPLICATIONS	
	<p>IM began the discussion by stating that two recipients of awards had been in touch regarding the impact Covid-19 is having on the money allocated to them.</p> <p>The two organisations were:</p>	

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	<p>1. Clyne Heritage Society: application ref: 2019/20/028 2. Sutherland Sessions: application ref: 2019/20/019</p> <p>The Trustees now await further updates from the organisations.</p>	
6.0	TRAINING	
	<p>It was decided that the agenda item “declaration of interest” would now become a standard agenda item, commencing at the 11 June 2020 meeting.</p> <p>It was also decided that there would be a follow up to “Trustee Training” at the next meeting (11 June 2020).</p>	
7.0	REVIEW OF APPLICATION PROCESS/CRITERIA FOR COVID-19 RESPONSE FUND	
	There were no comments made under this item.	
8.0	AOCB	
8.1	<p>Update on handling of telephone calls relating to Kilbraur Covid-19 Response Fund</p> <p>CR stated that the telephone procedure was now in place with those that had volunteered. The system is to go live on Monday 8 June 2020 with the rota being filled for three weeks.</p>	
8.2	<p>Restricted Funds</p> <p>RS brought up the topic of restricted funds in relation to the Kilbraur Covid-19 Response Fund which is being supported by Falck Renewables. It was pointed out that these funds had different governance to the “normal” Kilbraur Windfarm CBT funding. EH provided an example and said that individuals would be able to access the Kilbraur Covid-19 Response Fund.</p>	
8.3	<p>Minutes relating to the Kilbraur Covid-19 Response Fund</p> <p>It was decided that all minutes relating to Kilbraur Covid-19 Response Fund meetings would not be put on the Kilbraur Windfarm CBT website. However, if the minutes were requested then they would be made available.</p>	
9.0	<p>Date of next meeting</p> <p>The date of the next meeting currently stood at 5.30pm by Zoom on Thursday 11 June 2020.</p>	
	There being no further business Iain Miller thanked everyone for attending and the meeting closed at 6.23pm.	