

# MINUTE 4 MARCH 2021

**Minute of meeting of Kilbraur Windfarm Community Benefit Trust  
held online through “Zoom” software on Thursday, 4 March 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,

**OBSERVERS** Erin Hunter – (Falck Renewables)

**APOLOGIES** Ronnie Sim

ITEM		ACTION
1.0	<b>WELCOME AND APOLOGIES</b>	
1.1	Iain Miller welcomed everyone to the meeting. Apologies had been received from Ronnie Sim.	
2.0	<b>DECLARATION OF INTERESTS</b>	
	IM stated, if everyone agreed, that any declaration of interest should be made at the appropriate time during the meeting. This was agreed.	
3.0	<b>MINUTE</b>	
3.1	<b>Minute of 25 February 2021 meeting</b> 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 Frank Roach.	
4.0	<b>GOVERNANCE REVIEW</b>	
4.1	<b>Microgrants</b> It was decided that this item would be discussed at the meeting next week (11 <sup>th</sup> March) when people had time to review the topic and Ronnie Sim would be able to attend.	
4.2	<b>Path Maintenance Fund</b> The secretary had supplied a draft application form for the fund which had been constructed with CR.  Points raised included: <ul style="list-style-type: none"> <li>• The question about insurance – IM felt that if a volunteer went through the relevant Community Council he could not see a problem. SC is to ask the Brora Community Council if they are content for applicants to come to them.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• LA suggested that the form should include, “wages not eligible for funding”. This was agreed.</li> <li>• It was suggested that the name of organisation requiring work should be put on the form along with reference to the relevant Community Council.</li> <li>• The form should state that the total fund available is £1,500.</li> </ul> <p>SC is to find out for next week what organisation Keith Stewart is representing in carrying out his work.</p> <p>FR asked if we actually require proof that the volunteer is covered by insurance as we do not bear liability if handing over money. CR replied that as a charity it would be good practice to do so – hence the yes/no on the form.</p> <p>It was decided that SC would update the form and distribute it to everyone for comment.</p>	
4.3	<p><b>Recommendations 1, 2 and 3</b></p> <p>CR suggested that it would be more appropriate to leave this item until Ronnie was present next week. This was agreed.</p>	
4.4	<p><b>AGM planning</b></p> <p>It was decided to defer this item until next week for the same reason as in 4.3 above.</p>	
4.5	<p><b>Governance deadline</b></p> <p>CR reminded everyone that the governance deadline was at the end of April 2021.</p>	
5.0	<p><b>REVIEW OF APPLICATION PROCESS/CRITERIA FOR KILBRAUR COVID-19 RESPONSE FUND</b></p> <p>FR asked if the application process is putting people off submitting an application as, so far, there has only been a trickle of applicants.</p>	
6.0	<p><b>DISCUSSION/APPROVAL OF APPLICATIONS RECEIVED TO THE KILBRAUR COVID-19 RESPONSE FUND AS AT 4 MARCH 2021</b></p> <p>CR introduced the applications. After discussion £300 was awarded to KW10 and £250 to KW9 giving a total of £550.</p> <p>IM declared an interest in one of the applications and therefore did not participate in the discussion or vote regarding the application.</p> <p>IM pointed out that Rogart has not received any money from this fund and</p>	

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	<p>that he would like to see some form of balance. Perhaps money could go to the Rogart shop? FR said that the voucher scheme had been relaunched in Rogart but there had been no response.</p> <p>At this point CR reverted to agenda item number five. CR asked the Trustees if they would accept Women's Aid as a name to apply on behalf of an applicant. FR asked if we would be aware of the recipient? We would not. SC asked if there would be a good enough audit trail. CR said that she would be point of contact and would have references with the name on the form being Women's Aid. It was agreed that this would be acceptable.</p>	
7.0	<b>INCOMING CORRESPONDENCE (Main Fund)</b>	
7.1	<p><b>Brora Golf Club application ref: 2019/20/021</b></p> <p>CR had circulated an email she had received from the Brora Golf Club. IM said that everything was in place for payment and asked the Trustees to vote for the payment to be made. The Trustees agreed unanimously. CR said that due to the sum involved a signatory may be needed so that a cheque could be written.</p>	
8.0	<p><b>DATE OF NEXT MEETING</b></p> <p>Thursday 11 March 2021 at 6.30pm.</p>	
11.0	<b>AOCB</b>	
	There was no discussion under this item.	
	<b>AGENDA ITEMS FOR NEXT MEETING</b>	
	<p>The following items were to be included:</p> <ul style="list-style-type: none"> <li>- Microgrants</li> <li>- Path maintenance fund</li> <li>- Recommendations 1,2 and 3</li> <li>- AGM planning</li> </ul>	
	There being no further business Iain Miller thanked everyone for attending and the meeting closed at 7.15 pm.	