

MINUTE 8 APRIL 2021

**Minute of meeting of Kilbraur Windfarm Community Benefit Trust
held online through “Zoom” software on Thursday, 8 April 2021 at 6.30pm
Meeting hosted by VGS/Treasurer of the Kilbraur Windfarm Community Benefit Trust**

PRESENT	Ronnie Sim, Iain Miller (Chair), Linda Robichaud (Secretary), Sandy Crawford, Mary Nicol, Christine Ross (VGS/Treasurer), Frank Roach, Liz Allan
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. IM asked RS to pass on the good wishes of the Trustees to Mrs Sim.	
2.0	DECLARATION OF INTEREST	
	It was agreed that the Trustees would declare interests as the meeting progressed.	
3.0	MINUTES	
3.1	Minute of 25 March 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 Sandy Crawford and seconded by Mary Nicol.	
3.2	Minute of 21 January 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 Sandy Crawford and seconded by Iain Miller.	
3.3	Minute of 5 November 2020 meeting Iain Miller asked for any comments concerning the minute. Two sentences were under the incorrect heading which the Secretary would rectify. As there were no further comments forthcoming the minute was then approved as an accurate record having been proposed by Iain Miller and seconded by Mary Nicol.	
3.4	Minute of 24 November 2020 meeting Iain Miller asked for any comments concerning the minute. There was one typo in item 7.0. The Secretary would rectify this typo. As there were no	

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	<p>further comments forthcoming the minute was then approved as an accurate record having been proposed by Sandy Crawford and seconded by Frank Roach.</p>	
4.0	GOVERNANCE REVIEW	
4.1	<p>Schedule and Policy CR felt that matters were “being rushed” and that the Trustees should revert to reviewing the Policy on the 22 April 2021 as originally intended on the “schedule” which CR had put together. It was vital to provide feedback.</p> <p>So far CR had not completed the microgrant section.</p> <p>IM suggested that microgrants, training and the path maintenance fund be under a section on donations.</p> <p>CR responded by saying that a stop must be put on making donations. Donations must be replaced with applications. The Path Maintenance Fund is an application.</p> <p>FR asked if the Path Maintenance Grants had started. CR confirmed that they had with Keith Stewart. This had been under the Golspie Community Council.</p> <p>FR asked if in the introduction of the document the policies could be numbered. CR said she would do this.</p>	
4.2	<p>Trust Deed A general discussion ensued regarding this agenda item. EH said that she would find out more regarding the situation.</p>	
5.0	REVIEW OF APPLICATION PROCESS/CRITERIA FOR COVID-19 RESPONSE FUND	
	There was no discussion under this item.	
6.0	KILBRAUR COVID-19 RESPONSE FUND	
	IM invited CR to go through the applications. Following discussion it was decided unanimously that £250 be awarded to KW10.	
7.0	TREASURER’S REPORT	
7.1	<p>Year end accounts The year end accounts had previously been circulated. A minor change was being made to a description and that was all the amendments.</p> <p>SC and RS will sign off the accounts in due course.</p>	
7.2	General Update	

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	The Treasurer said that there was not a vast amount of change since the last update. The first two tranches of money had been received from Falck Renewables. The Production amount was the same as last year.	
8.0	INITIAL REVIEW OF APPLICATIONS RECEIVED WITH CLOSING DATE END OF FEBRUARY 2021 Each of the applications received were considered in order to establish if any information was missing or if an application was incomplete.	
8.1	Application reference: 2021/22/001 Submitted by: Golspie Primary School Parent Council SC declared a conflict of interest. More information had been requested prior to the meeting and IM would ask for further clarification regarding a previous application.	
8.2	Application reference: 2021/22/002 Submitted by: Brora Community Enterprises RS declared a potential interest as, if an award was made, he could make an application to Brora Community Enterprises due to the recent passing of a close relative. RS stepped back from the discussion but offered private information. No further information was required from the applicant.	
8.3	Application reference: 2021/22/003 Submitted by: Sandpiper Trust Following discussion it was decided that the secretary should get in touch requesting further information.	
8.4	Application reference: 2021/22/004 Submitted by: Brora Rangers Youth Initiative Following discussion it was decided that the secretary should send an email with input from CR requesting further information.	
9.0	AWARDS MADE BUT NOT YET CLAIMED The following organisations had requested extensions to their applications or had made comments following contact:	
9.1	Rogart Community Council	

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	<p>Application ref: 2016/17/021 Further discussion required for clarification.</p>	
9.2	<p>East Sutherland Schools Sports Association Application ref: 2016/17/022. An extension was unanimously approved to 8/4/22</p>	
9.3	<p>Sutherland Sports Council – paper to be dealt with later in tonight's meeting</p>	
9.4	<p>Rogart Development Trust (RDT) The Mart Project Application ref: 2018/19/015 An extension was unanimously approved to 8/4/22</p>	
9.5	<p>North of Scotland Kart Club Application ref: 2019/20/005 An extension was unanimously approved to 8/4/22</p>	
9.6	<p>Golspie CC Application ref: 2019/20/015 Work could not be completed. Therefore £650 returned to fund.</p>	
9.7	<p>Sutherland Sessions Application ref: 2019/20/019 An extension was unanimously approved to 8/4/22</p>	
9.8	<p>Creich and Kincardine RBLs Branch Application ref: 2019/20/024 Work to start this month therefore no requirement for an extension.</p>	
9.9	<p>Sutherland Ladies FC Application ref: 2020/21/001 An extension was unanimously approved to 8/4/22</p>	
9.10	<p>Rogart Development Trust Application ref: 2020/21/002 (The Bridge) Work is to start in the summer. An extension was unanimously approved to 8/4/22</p>	
9.11	<p>Move it Monster Club Application ref: 2020/21/005 An extension was unanimously approved to 8/4/22</p>	

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10.0	RESPONSES FROM APPLICANTS FOLLOWING REQUESTS FOR FURTHER INFORMATION	
10.1	Clyne Heritage Society – application ref: 2021/21/018 SC reported that Nick Lindsay would be able to obtain a separate invoice from the contractor relating to the work supported by the Trust.	
11.0	SUTHERLAND SPORTS COUNCIL	
	A paper had been circulated prior to the meeting outlining a procedure under which the SSC and the Kilbraur Windfarm CBT could operate. The procedure was unanimously approved.	
12.0	LIAISING WITH SSE	
	It was verified that CR acts as a common point of contact between Gordonbush and the Kilbraur Windfarm CBT.	
13.0	DATE OF NEXT MEETING	
	15 April 2021 - tbc	
14.0	ADVERTISING FOR CLOSING DATE OF NEXT ROUND OF APPLICATIONS	
	The secretary asked about the content of the advert to be placed in the Northern Times. It was decided that the secretary would circulate a copy of the last advert to the Trustees. The advert would become an agenda item for the next meeting.	
	MN left the meeting at 20.25	
15.0	AOCB	
15.1	Draft letter EH asked if the letter which had been drafted by Jenny Macpherson had been circulated to the Trustees. It was confirmed that it had been circulated by IM with the thread.	
15.2	Website IM said that he had been speaking to JM. It was decided that FR would speak to JM.	
	DATE FOR NEXT MEETING	
	15 April 2021 – to be confirmed.	
	AGENDA ITEMS FOR NEXT MEETING	
	Advert	
	Clyne Heritage Society	
	LA left the meeting at 8.29pm	

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	There being no further business Iain Miller thanked everyone for attending and the meeting closed at 8.30pm.	