

MINUTE 30 AUGUST 2021

**Minute of meeting of Kilbraur Windfarm Community Benefit Trust
held online through “Zoom” software on Wednesday, 30 August 2021 at 6.00pm
Meeting hosted by VGS/Treasurer of the Kilbraur Windfarm Community Benefit Trust**

PRESENT	Iain Miller, Linda Robichaud (Secretary), Christine Ross (VGS/Treasurer), Frank Roach (Chair), Liz Allan
APOLOGIES	Mary Nicol
OBSERVERS	Erin Murchie (Falck Renewables)

ITEM		ACTION
1.0	WELCOME AND APOLOGIES	
1.1	<p>Frank Roach welcomed everyone to the meeting. Ongoing apologies had been received from Mary Nicol. Those present gave their best wishes to MN and conveyed their sincere regret that MN was unable to attend and provide her customary valuable input.</p> <p>FR, at this point, stated that he had forwarded to the Secretary earlier in the day the relevant extract from the Rogart Community Council minutes which related to the annual nomination/renomination of the Rogart Trustees.</p>	
2.0	DECLARATION OF INTEREST	
	<p>Trustees Frank Roach and Liz Allan both declared an interest as both were ordinary, non office bearing members of the Rogart Development Trust.</p> <p>It was agreed that Iain Miller would declare any interest as and when appropriate during the meeting.</p>	
3.0	MINUTES	
3.1	<p>Minute of 19 July 2021 meeting</p> <p>Frank Roach 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 Liz Allan.</p>	
4.0	GOVERNANCE REVIEW	
4.1	<p>OSCR</p> <p>CR stated that OSCR was happy with everything that was being carried out. FR thanked CR for all her hard work.</p>	
5.0	BRORA REPRESENTATION ON TRUST	

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	<p>IM reported that the Brora Community Council had made two nominations.</p> <p>Following discussion it was decided that the Secretary should email Russell, the Chair of the Brora Community Council (BCC), saying that the Trust understands that nominees are being put forward from BCC and could BCC please officially notify the Trust regarding the nominees. The Secretary was also to ask for an extract from the relevant BCC minute which recorded who the nominees were and when they were put forward.</p>	
6.0	REVIEW OF ANY APPLICATIONS/PROCESS FOR COVID-19 RESPONSE FUND	
	<p>Golspie Sutherland FC</p> <p>The Secretary had received a request from Golspie Sutherland FC to return their application. This would be sent electronically by the Secretary.</p>	
7.0	UPDATE ON OUTSTANDING APPLICATIONS	
7.1	<p>SOAP</p> <p>The Secretary reported that as requested a new, fresh application had been received from SOAP. The application would be discussed at the next main meeting of the Trustees along with the other applications which had been received by the deadline of 27 August 2021 for the latest round of applications.</p>	
7.2	<p>Application reference: 2021/22/05</p> <p>Submitted by: A Brighter Brora Amount requested: £2,738.88</p> <p>The Secretary informed the Trustees that, as requested, an updated constitution had been received from A Brighter Brora. This amendment had been made in consultation with VGS, acting as their local Third Sector Interface and now complied with the Trust's grant giving policy. The amount requested now became £2,738.88.</p>	

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	<p>Following discussion it was proposed to award of £2,738.88 be made. The proposal was supported unanimously.</p> <p>It was agreed that IM could inform A Brighter Brora by phone of the outcome.</p>	
7.3	<p>Application reference: 2021/22/06 Submitted by: Brora Primary Parent Council Amount requested: £10,000</p> <p>The Secretary reported that information had been received regarding the name of their bank account – this had been forwarded to the Trustees prior to the meeting. The Brora Primary Parent Council had also been in touch with OSCR with OSCR informing them that they did not need to put in place another constitution so long as no details of what their charity does had changed. The Brora Primary Parent Council confirmed that nothing had changed.</p> <p>Following discussion it was proposed that an award of £10,000 be made taking into account the application as it currently stood and with the information provided by the Secretary.</p> <p>The proposal was supported unanimously.</p>	
7.4	<p>Application reference: 2021/22/07 Submitted by: Golspie Heritage Society Amount requested: £6,807</p> <p>An email had been received by IM from the Golspie Heritage Society and had been distributed to the Trustees prior to the meeting. The email stated that the society had forgotten to include “skirmish site markers” in their application. An estimate for the cost of this was £900 plus VAT.</p> <p>Following discussion it was proposed that the Golspie Heritage Society be asked to update their application to accommodate their additional requirement. They would also be asked to provide this information as soon</p>	

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	as possible and they were to be reminded of the 80% rule. The proposal was supported unanimously.	
7.5	<p>Application reference: 2021/22/08 Submitted by: Engaging with Activity (Brora Village Hub) Amount requested: £10,000 (to be clarified)</p> <p>The Secretary reported that a set of accounts had been received along with an explanation of the situation regarding the lease.</p> <p>Following discussion it was decided that further information/clarification was required. This was specifically:</p> <ul style="list-style-type: none"> • A more comprehensive breakdown of the costs • A copy of the contracts/leases which are currently in place with the relevant organisations e.g the NHS • Page 2 of the accounts required a signature 	
7.6	<p>Application reference: 2021/22/09 Submitted by: Go Golspie Amount requested: £8,380 i.e.for one year</p> <p>Following discussion it was proposed that the Secretary write to Go Golspie requesting that Go Golspie redo their application to cover a period of one year. The Secretary would also identify the figures that are in accurate – these would take into account the 80% rule.</p> <p>The proposal was supported unanimously.</p>	
7.7	<p>Application reference: 2021/22/010 Submitted by: Golspie Community Council Amount requested: £1,800</p> <p>It was noted that item 9.6 on the minute for the meeting of 19 July 2021 would need to contain a note stating that as IM was a Golspie Community Councillor he could not vote. This meant, in the absence of any Brora Trustees, the decision could not be implemented.</p>	

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7.8	<p>Application reference: 2021/22/011 Submitted by: Highland Wildcat Amount requested: Clarification required</p> <p>It was noted that although some requested information had been received from Highland Wildcat more clarification was required.</p> <p>Following discussion it was proposed that the Secretary write to Highland Wildcat requesting:</p> <ul style="list-style-type: none"> • comprehensive costings which would take into account the 80% rule. • A copy of your accounts – signed by an independent examiner. This signature is the minimum which the trustees could accept. However, the trustees would preferably also like the accounts signed by a director. The accounts which you supplied did not meet this criterion. <p>The proposal was supported unanimously.</p>	
7.9	<p>Application reference: 2021/22/012 Submitted by: Clyne Heritage Society Amount requested: £20,000</p> <p>Following discussion it was proposed that the application be declined. The proposal was supported unanimously. The Trustees requested that the Secretary highlight in the outcome letter:</p> <ul style="list-style-type: none"> • the quote from the grant giving policy relating to the amount which could be applied for • the quote from the grant giving policy relating to the eligibility of an organisation to apply for funding when they have an outstanding end of project report <p>The secretary would circulate a draft outcome letter for approval by the Trustees.</p>	

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7.10	<p>Application reference: 2021/22/013 Submitted by: Golspie Rowing Club Amount requested: £1,235.88</p> <p>The Secretary informed the Trustees that she had spoken to the Golspie Rowing Club and it had been confirmed that the event had an “entry fee”.</p> <p>The decision reached at the 19 July 2021 was re-affirmed.</p>	
8.0	DATE OF NEXT MEETING	
	It was decided that the next meeting which would be a pre-meeting and that it would be held on Monday 18 October 2021.	
9.0	AOCB	
	<p>Term deposit CR asked if the Trustees would like to renew the Term Deposit. The renewal was agreed.</p>	
10.0	AGENDA ITEMS FOR NEXT MEETING	
	It was agreed that CR would draft an amendment to the Trust’s grant giving policy. This would relate to schools and leases.	
	There being no further business the meeting closed at 19.31	