

# MINUTE 21 MARCH 2022

**Minute of Pre-Meeting  
Kilbraur Windfarm Community Benefit Trust  
held online through “Zoom” software on Monday, 21 March 2022 at 19.00  
Meeting hosted by VGS/Treasurer of the Kilbraur Windfarm Community Benefit Trust**

<b>PRESENT</b>	Iain Miller, Frank Roach (Chair), Liz Allan.
<b>APOLOGIES</b>	Margaret Mackintosh, George Gunn, Erin Murchie (Falck Renewables)
<b>OBSERVERS</b>	
<b>OFFICERS</b>	Linda Robichaud (Secretary), Christine Ross (VGS/Treasurer),

		<b>ACTION</b>
1.0	<p><b>WELCOME AND APOLOGIES</b> FR welcomed everyone to the meeting.</p> <p>Apologies had been received from Margaret Mackintosh, George Gunn and Erin Murchie.</p>	
2.0	<p><b>DECLARATION OF INTEREST</b></p> <p>It was agreed that any declaration of interest should be made at the appropriate time during the meeting.</p>	
3.0	<p><b>NOMINATION OF TRUSTEE REPRESENTING GOLSPIE</b></p> <p>IM provided an update regarding the situation and stated that Alison Cameron had been nominated by Golspie Community Council.</p> <p>FR asked if the Trustees approved of the nomination. The nomination was unanimously approved. Alison would now have to undergo the Trustee induction process and subject to that it would be likely that she would be able to attend the next meeting which would be in approximately one month’s time as the date of the next meeting had yet to be confirmed.</p>	
4.0	<p><b>GOVERNANCE</b></p>	
4.1	<p><b>Reminders from the Secretary</b> The Secretary reminded everyone that the positions of Chair and Vice-chair were due for rotation at this year’s APM.</p> <p>It was decided that this topic would be an agenda item for the next meeting of the Trustees and the Annual Public Meeting (APM) agenda.</p>	
4.2	<p><b>SCIO Status</b></p>	

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	It was decided that the topic of SCIO status would become an agenda item for the next meeting.	
4.3	<b>Accounts</b> The Treasurer reported that the accounts were still with Mackay and Co.	
4.4	<b>Positions of Treasurer and Secretary in name only as per SCIO</b> It was decided that this topic would become an agenda item for both the forthcoming main meeting and the Annual Public Meeting (APM).	
4.5	<b>Microgrants</b> FR asked the Treasurer to report on microgrant usage.	
5.0	<b>MATTERS ARISING (From meeting 21 February 2022)</b>	
5.1	<b>Thank you letter to resigning Trustee</b> FR asked about the progress of the letter. The Secretary said it was being finalised with IM.	
5.2	<b>Agreement generated for the Secretary by Mackay &amp; Co</b> This would be looked at by the Secretary prior to the APM with comments.	
5.3	<b>Approval of invoices presented by Secretary</b> It was decided that LA as well as FR could sign off on invoices presented by and for the Secretary.	
6.0	<b>APPLICATIONS RECEIVED WITH CLOSING DATE 28 FEBRUARY 2022</b>	
6.1	<b>Application reference: 2022/23/001</b> Submitted by: Golspie Gala Committee Amount requested: £11,400  FR gave a brief summary of the application.  The Golspie Gala Committee has included in its aims, " .....management of events and activities for the general benefit of Golspie and visitors.... a week long festival of activities...". They now require funding for a new mobile toilet block as the current block is 25 years old and can no longer be used or moved.  FR asked IM to comment on the application.  IM began the discussion by stating that the Trust, historically, had suggested organisations hire rather than buy toilets.  Following discussion it was decided that the Secretary would write to the Golspie Gala Week to obtain: <ul style="list-style-type: none"> <li>- Examined accounts</li> <li>- A second quote</li> <li>- A signed constitution</li> </ul>	

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6.2	<p><b>Application reference: 2022/23/002</b> Submitted by: Loch Brora Angling Club Amount requested: £7,267</p> <p>IM declared an interest.</p> <p>It was noted that previous applications had been submitted by the Loch Brora Angling Club. These were namely:</p> <ol style="list-style-type: none"> <li>1. Application ref: 2017/18/005 for lengthening and widening the jetty in Gordonbush bay. £7,498 awarded.</li> <li>2. Application ref: 2013/14/007 for laptop/printer etc. £476 requested. Application was unsuccessful.</li> <li>3. Application ref: 2011/12/012. Award of £1,782 made for renewal of boat trailers.</li> <li>4. Application ref: 2011/12/024 award of £4,000 made for renovation of building for use as a boat and gear store</li> </ol> <p>FR gave a brief summary of the application. The aim of the Loch Brora Angling Club is to further the sport of angling on Loch Brora and any other water to which the club may obtain access. They now require funding for a new boat and trailer direct from the boat builder.</p> <p>Following discussion it was decided that IM is to approach the Loch Brora Angling Club for a second quote and the Secretary is to follow up on the remaining items on the internal checklist for the application. The minor items specifically being: a signed constitution and examined accounts &lt; 24 months.</p>	
6.3	<p><b>Application reference: 2022/23/003</b> Submitted by: Rogart Angling Club Amount requested: £1,200</p> <p>Iain Miller declared a conflict of interest</p> <p>It was noted that previous applications had been made by the Trust. These were namely:</p> <ol style="list-style-type: none"> <li>1. Application ref: 2019/20/015 for which an award of £860 was made for restocking purposes.</li> <li>2. Application ref: 2017/18/018 for a fishing boat was initially withdrawn and then resubmitted. An award of £7,104 was eventually made.</li> </ol>	

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	<p>FR gave a brief summary of the application. Rogart Angling Club is a fishing club offering members fly fishing on three lochs in the Rogart parish and also on the River Fleet. The club was established over 30 years ago and draws its membership mainly from Rogart, Golspie and Brora. The Rogart Angling Club now require funding for the purchase of trout for restocking purposes.</p> <p>In the absence of supporting documentation and following discussion it was decided that that the Secretary would write to the Rogart Angling Club to request the following information:</p> <ul style="list-style-type: none"> <li>• A signed constitution</li> <li>• Examined accounts</li> <li>• A second quote</li> </ul>	
6.4	<p><b>Application reference: 2022/23/004</b> Submitted by: Golspie High School Parent Council Amount requested: £2,985</p> <p>FR gave a brief summary of the application. The Golspie High School Parent Council aim to help with the smooth running of the school from a parental point of view. The Golspie High School Parent Council require funding to put three staff members through their D1 driver licence training and tests. When qualified they would be able to operate the community minibus and the Highland Council minibuses. Implications for Duke Of Edinburgh award and sports activities.</p> <p>IM started the discussion by referencing a previous organisation which had been turned down for an award having applied for similar training i.e. Key Housing.</p> <p>GG, although not present, had sent an email prior to the meeting giving his experience of this type of training.</p> <p>IM asked if the Trustees would like him to find out more information relating to the two minibuses at Drummuie.</p> <p>Following further discussion it was decided that the Secretary would provide information on the Go Golspie application submitted some time ago for a similar purpose. It was also decided that IM would find out more information relating to the application e.g., availability of buses.</p>	
6.5	<p><b>Notification of forthcoming application</b> At this point in the meeting IM stated that the Golspie Community Association was putting together an application for flooring in the Games Hall. The Association has everything in place but, as yet, the application has not arrived.</p> <p>IM declared an interest.</p>	

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	IM asked if the application were to come in next week would it be accepted "late". It was decided that if the application arrived "late" it would not be dealt with immediately but considered with the next round of applications.	
7.0	<b>UPDATES ON REQUESTS FOR INFORMATION</b>	
7.1	<p><b>Sutherland Outdoor Activities Project (SOAP - Application ref: 2020/21/016A)</b></p> <p>Following a request from the Secretary for further information from SOAP an update had been received and had been circulated to the Trustees prior to the meeting.</p> <p>IM began the discussion by stating that SOAP had provided the Trust with:</p> <ul style="list-style-type: none"> <li>a) Information regarding the location of where the project work is to be carried out</li> <li>b) Two estimates</li> </ul> <p>FR pointed out that we had previously offered £20,000 but IM stated that was for a completely different project which was now irrelevant with no money having been paid out. That application (2020/21/016) had been supplanted with application 2020/21/016A – the latter now being under discussion.</p> <p>Following discussion it was proposed that an award of £12,979.20 be made. This took into account the "80% rule" as laid out in the Kilbraur Windfarm CBT "Grant Giving and Monitoring Policy" which can be found on the Trust's website <a href="http://www.kilbraur.com">www.kilbraur.com</a>. The proposal was supported unanimously.</p> <p>IM volunteered to go to the site once work had started to see how the project was progressing.</p>	
7.2	<p><b>Application reference: 2021/22/018</b> Submitted by: East Sutherland Canoe Club (ESCC)</p> <p>Requested information had been received by the Trust and had been circulated by the Secretary prior to the meeting.</p> <p>Following discussion it was decided that further deliberation was required regarding this application and that the Secretary should write to the ESCC stating that this was the case.</p>	
8.0	<b>DATE OF NEXT MEETING</b>	
	<p>It was decided that the next meeting would be held on Monday, 25 April 2022.</p> <p>The Secretary would lookback at the records to find out when the last APM was held and how far in advance an advert for the APM was placed in tge "Northern Times".</p>	

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9.0	<p><b>AOCB</b></p> <p><b>Golspie Heritage Society Application ref: 2021/22/007</b> Correspondence had been received from the Golspie Heritage Society stating that there had been a miscalculation of the amount required and a further £1,000 was required for the project.</p> <p>It was proposed that £800 be awarded (thus complying with the Trust's 80% rule). The proposal was supported unanimously.</p>	
10.0	<p><b>AGENDA ITEMS FOR NEXT MEETING</b></p> <p><b>Meeting Monday 25 April 2022</b></p> <ul style="list-style-type: none"> <li>• Nomination of Golspie Trustee</li> <li>• Annual Public Meeting</li> <li>• Rotation of Chair and vice chair</li> <li>• SCIO constitution</li> <li>• Position of Treasurer and Secretary in name only – SCIO</li> </ul> <p><b>APM – May 2022</b></p> <ul style="list-style-type: none"> <li>• Rotation of chair and vice chair</li> <li>• Position of Treasurer and Secretary in name only – SCIO</li> </ul>	
	There being no further business the meeting closed at 20.36	