

# Minutes

## Gargunock Windfarm Fund Panel

21st August 2017, 7.30pm, Gargunock Community Centre

### Present:

Interim Chair - Geoff Peart

Panel Members - Julie Cole, Kirsty Baird, Mark Evans, Stuart Ogg, Kimberley Hay

Administrator - Carol MacGregor

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#### 1. Apologies – Charles Fitches.

#### 2. Presentation on Governance - Douglas Johnston: Trust Treasurer

Douglas J gave a presentation outlining who the Trust are, how it is set up, the work it has carried out in the past and present. Also showed its level of responsibility and accountability to authorised bodies ie. HMRC, OSCR, Foundation Scotland and 2 others. Outlined the relationship between the Trust and the Windfarm Panel. The Panel are to advise but are not accountable for how decisions are made and implemented. (presentation is attached).

#### 3. Windfarm Investment Strategy

Kimberley asked about land issues such as Glebe and CC land. These fall into the realm of Major Applications. All applications regarding this would follow the normal processes. Very large applications would be taken to the community.

#### 4. Windfarm Panel Terms of Reference

Mark pointed out Admin fee of between 2.5% – 5% yet the actual cost is yet unknown as this is a new venture. Suggested changing wording to up to 5% to keep it the same as other documents. Should Panel or Trust decide on split between small and large and major applications. Question from Mark is can this money be reallocated at the end of the year. It was responded that should wait to see what comes in and deal with it on that basis. Mark wanted it minuted that there would be no ceiling on what individual organisations could apply for and to let them know.

#### 5. Windfarm Fund Guidelines

Question raised regarding allowing young people under 16 being allowed to contribute. Decision to keep guidelines as they are at present.

It was agreed that as there is no independent Chair at the moment the interim Chair will not have a casting vote.

It was discussed increasing the awareness in the community of being able to claim for childcare in order to be involved with Panel meetings and applications.

Small applications – in consistency in what the MOU and application form says. Should it be constituted or not? Revisit with Foundation Scotland.

All Trust documents are agreed subject to textual points which are laid out below:

Action: Agreed revisions

1. [Badging: the documents are Trust rather than Panel documents so the Trust name should be at the top and in bigger letters.](#)

2. Typos/Consistency: [a] Guidelines - p1..... 5th bullet second last line "unsure on this" should be deleted.

P2 .... 4th bullet "lastest" should read "latest". Fund administration bullet - delete "between 2.5% and" in order to be consistent with 10.5 in the Terms of Reference

[b] Terms of Reference - p1..... Distribution of Funds second line delete "into" after divided [there are 2 intos]

P2..... second bottom line "odes" should read "does"

P3..... para 7.2 refers to "2-3 residents" while the MoU says 2 must be from village organisations - suggest we leave it as it is, flag up issue with Foundation Scotland and change the MoU in February 2018

[c] Investment Strategy - para 1.3 last bullet ...delete "by creating a small grants programme for local groups within the village" - this isn't needed here as it refers to means rather than purposes and may imply that community led initiatives can only apply for small grants

3. Review Issues: [a] Expenses - the Panel thought that it would be reasonable to retain the option of paying childcare expenses to enable Panel members to attend meetings - this would be unlikely to be a significant sum. This is in the MoU so we could add this to para 10.2 in the ToR without reference back to FS [b] Panel Membership - The Panel was in favour of widening the membership of the Panel [ perhaps to 10 but a figure was not agreed] and in particular trying to attract a 16 - 18 year olds to become a member. This is another issue to raise with FS and revise in the MoU in February.

## **6. Fund Draft Application Forms**

Action: Agreed revisions to be made to application forms and sent to Carol for marketing and distribution. – revised forms attached.

## **7. Next Steps**

Action: Promotion of funds will be facilitated through the Bugle, noticeboards and new website which is currently under development.

## **8. AOB**

Kirsty asked re Chair, this is being sought through usual networks but to no avail as yet. Ideas on finding a new Chair welcomed.

**9. Next meeting:** Monday 16<sup>th</sup> October at 7.30pm.

CM 26/8/2017