**Windfarm Panel**

**Minutes of Meeting of 29th March 2021**

**Meeting held by Zoom**

**1 In Attendance**

Trust representatives Jill Patrick, David King

Community Council representative Jon Sutherland, Douglas Barr

Community representatives

Mark Evans, Alison Younger, Chloe Bruce, Jackie Campbell, Fiona McCartney, Ewan Hunter

Clerk Helen Hyland

Chair, Alison Younger, welcomed Ewan Hunter to his first meeting as a community representative and advised that Mike Fitches would be joining for the next meeting to replace Mark Evans who was retiring. She thanked Mark for his positive contribution to the work of the Panel and wished him well. She asked that her thanks to Julie Cole be recorded and welcomed Jon Sutherland to his first meeting as her replacement as Community Council representative.

There were no apologies for absence.

1. **Approval of Minutes**

The Minutes of the meeting of 25th January were formally approved.

**3 Declarations of Interest**

 Application Number 62.GWF 8-21 GCT Path Ladies Walk

Interest David King – Trust Member and Paths Group volunteer

Interest Douglas Barr – Paths Group Volunteer

Interest Jill Patrick – Trust Member

Application Number 63.GWF 9-21 GCT Path Watson House

Interest David King – Trust Member and Paths Group volunteer

Interest Douglas Barr – Paths Group Volunteer

Interest Jill Patrick – Trust Member

Application Number 64.GWF 10-21 Gargunnock Playgroup Outdoor play

Interest No conflicts stated.

Current Balance of Funds available

Bank Balance £31,005.14

Grants committed but not yet paid (£17938.10)

VAT due to be repaid (£367.00)

Available Resources £13,434.84

It was noted that the annual payment from Foundation Scotland (of around £25,000) would be received before the next meeting.

**4 Applications**

Application number 62.GWF 8-21 GCT Path Ladies Walk - £497.00

Jill Patrick and David King having declared an interest in this, and the following application, left the meeting and took no part in the discussion or decision making.

Peter Rowell advised that the Gargunnock Paths Group wished to undertake the ‘defect rectification’ of a particularly boggy section of this Core Path. He referred the Panel to his application and supporting documentation and advised that since its submission, some works undertaken by Ian Watt meant that the cost breakdown may be reduced by up to £50. The works would be undertaken by volunteers once lockdown restrictions had been lifted. Without the use of volunteer labour, Peter estimated that the project would cost £1125 to implement in full. Peter advised that the landowner’s agents (Galbraiths) had given verbal consent for the works. Ian Watt had offered his help in transporting materials to the work site.

Mark Evans was unable to take part in the full discussion of The Panel because of internet signal problems.

Recommendation: **The Panel approved the application up to the sum of the requested £497 on the understanding that if costs came in below budget, the full amount would not be sought.**

Whilst it is clear that the village paths have received increased traffic during lockdown, and therefore merited attention, it was less clear whether the repairs and maintenance that have been promoted were part of a strategic plan for the full footbath network. The Panel noted that it would be keen to encourage the promotion of an agreed Path Improvement Plan listing priorities for the future, as this may well be attractive to other prospective funders.

Application number 63.GWF 9-21 GCT Path Watson House - £920

Peter Rowell again represented the Gargunnock Paths Group and advised that there were seven particular areas requiring ‘defect rectification’ works along a short stretch of this Core Path. Most areas would simply require scraping out and replacing with stone, but two areas in particular (measuring around 27m in total) would require more extensive excavation works to provide side boards and membrane. John More had offered his assistance in ferrying materials to site and the works would be undertaken by village volunteers over the course of two weekends once lockdown restrictions had been lifted. Without the use of volunteer labour, Peter estimated that the project would cost £4929 to implement in full. The Group had canvassed Watson House residents and received their full backing for the project.

Panel Members enquired about the possibility of including repairs to the route to the Pack Horse Bridge but Peter advised that this had not been considered as part of the current project. He felt that it would require more extensive excavation and construction works to create a path here.

**Recommendation: The Panel approved the application in full - £920** – but again was keen to encourage the Trust to consider the need of a strategic plan to guide future works and potentially draw down contributions from other funders.

Application number 64.GWF 10-21 Gargunnock Playgroup Outdoor play equipment - £1700

This application was presented by Nina Coy with support from Playgroup’s Chair – Debbie Masson. The application is for the final part of the cost of erecting outdoor play equipment in the garden of the Community Centre. The full cost of the project is £17,200 and the remainder of funds have been sourced from Lottery, Transitional and Resilience Funds, and from parent fundraising. The plans had the full support of the Community Centre’s owners – the Gargunnock Community Trust, and the Centre’s neighbours had been supportive too. If Windfarm Panel funding were secured, then the equipment could hopefully be erected during the summer break.

The application was for

* the full cost of stump removal necessary for erection of the structures
* £1,100 towards the cost of a Mud Kitchen
* £300 to secure a ROSPA (Royal Society for the Prevention of Accidents) inspection.

The Panel questioned Nina closely on the subject of insurance. She advised that although it was sited on Community Trust land, the Playgroup would remain responsible for it and would be covered by the Playgroup’s indemnity insurance. A sign would be erected to both acknowledge funding support and to warn users that the equipment should only be used under adult supervision. Nina believed that this should indemnify the Community Trust from any liability for possible accidents arising with other users – whether booked users of the Centre or informal users.

The Panel also questioned Nina about the Playgroup committee’s choice of supplier for the Mud Kitchen. She advised that Caledonian Play had revised their quotation down to £1,195 (since she submitted the application). Whilst it was still not the cheapest solution, the Playgroup committee felt that it represented a more flexible solution and better long-term value for money. Remedy of any possible defects would be easier using a Scottish based supplier rather than one based in Northamptonshire.

Maintenance costs of the equipment were also discussed with Nina assuring that the structure had a minimum anticipated lifetime of 10 years and that parts were relatively easy to protect and replace. Playgroup would naturally meet any future repair liabilities.

**Recommendation: The Panel commended Playgroups achievements in fundraising for the project and approved the application in full - £1,700.**

**5 Monitoring / feedback**

53.GWF 46-20 GCT Community Centre Covid Relief

Following the award approved on 19th October for £1208.39 for meeting additional costs incurred because of the Covid situation the Trust reported that they had managed to secure the items at cheaper than quoted price leaving a balance of £248.08. There was a request that the balance of funds be used towards additional cleaning costs as the Centre prepares to reopen from the current lockdown. The Panel were satisfied that the alternative use met with the initial grant award purpose and could be used in that manner.

**6 Annual Review of Fund Allocations**

Alison drew Panel Members’ attention to the analysis of projects funded – both in terms of size of project and in allocation between different age groups across the village. She hoped that this would be a useful tool to inform the Panel’s future decisions – particularly in highlighting under-represented groups (such as teenagers).

There was some discussion about how the Panel might explore how (or whether) it might or ought to establish an endowment fund to support village projects when Windfarm funds came to an end.

It was also agreed to explore the possibility of other sources of funding from the village – whether from Solar Panel developments or extensions to Windfarms in the area. David King agreed to sound out the Trust one whether this could be an action by the Panel, by the Trust or the two acting in conjunction. **Action David King**

It was felt important that the Panel’s work be completely transparent and to that end, it was agreed that Alison would check and review budgets and then prepare a report based on the spreadsheet for the next issue of The Gargunnock Bugle. **Action Alison Younger**

**7 AOCB**

Technology problems and issues were discussed. Alison advised that the Trust in future would have a licence for the use of Zoom which could be shared for subsequent meetings where the Panel could not meet in person. Ewan noted he also could host through his own account should it be required.

Some panel members advised of spasmodic problems of accessing files on Dropbox. It was agreed that the possibility of migrating files and folders to an alternative system – perhaps Gmail Drive storage or OneDrive - be explored.  **Action Helen Hyland**

There are a number of administration tasks outstanding including keeping the grant tracker updated with regard to monitoring and feedback. Alison advised that discussions were ongoing with the Gargunnock Community Trust as to what administrative tasks are tackled and resourced by paid admin support. Upon resolution, she would report back to the Panel and discuss how any remaining tasks might be undertaken by volunteers or other means.

**8 Date of next meetings**

Monday 7th June 2021 and Monday 4th October 2021.