

Carsphairn Renewable Energy Fund Limited

Public meeting followed by meeting of Directors Lagwyne Hall, Wednesday 12th August 2015

Present: Billy McCreath, Davie McMillan, Martin Holden, Steve Cowley, Andrew Metcalf, Sylvia Sinclair, David Gibbon, Rory Clark Kennedy and Rachel Seed

Apologies: Nick Parry

1. Welcome

The Chair welcomed all to the meeting and presented some points of note:

- The appointment of two new Directors – Rory Clark Kennedy and Rachel Seed.
- That any new applications for Directors should be submitted in order for them to be reviewed at the next meeting (the application form can be found on the Carsphairn.org website)
- Gave a vote of thanks to Jean Gibbon for her continued excellent work maintaining the Carsphairn website
- Made reference to future windfarms that may impact the Carsphairn community and therefore contribute to the CREFL fund
- Gave a vote of thanks to the Directors

2. Treasurer's Report

The treasurer provided a summary of what awards had been granted for the financial period 2014-2015. For the year, a total of £58,381.02 was awarded leaving CREFL with a balance of £82,608.34. A high level overview of how the funds have been awarded since 1996 was also presented and grouped by the main recipients.

The report is attached to these minutes.

3. Financial Report

Bank balance: £82,608.34 at 30/05/2015

Notes: Any pertinent points were presented in the Treasurer's Report

4. Questions from the public

It was noted that Windy Standard 1 would soon be coming to the end of its lifetime and the question was asked what will happen next.

Sylvia Sinclair answered that she met with Natural Power Consultants (who act as the agent to the wind farm owners/developers) in February. It will reach 20 years of operation in 2016 and they talked about re-powering the site. If the site is re-developed then the community benefit fund will be re-negotiated in line with the new proposal.

It was proposed that CREFL should consider increasing the annual amount awarded for further education grants.
The Chair confirmed that this award does get reviewed on a regular basis.

Margaret Richmond thanked CREFL on behalf of the Parish Church for the award they received and noted that it had allowed them to remain operational for the community and that they wouldn't have been able to fund the works themselves.

A question was asked whether CREFL were receiving sufficient applications in relation to the balance of funds available.

Steve Cowley answered by confirming that the Future's Plan that is being managed by the Community Trust is for the purpose of ensuring that the parish can use the funds they receive from the wind farm companies. The results of this

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may highlight other areas that the fund could be used for. Ian Howie was present to answer any questions about the status of the plan, and it was noted that there would be further engagement events.

5. Close of public meeting

The public meeting closed at 7.20pm with the Chair thanking those present for their attendance. They were invited to view a presentation prepared by Martin Holden showing pictures of the work that had been carried out by the various community organisations who had received awards.

Director's Meeting

6. Welcome

The Chair welcomed the Director's to the meeting and gave apologies from Nick Parry.

7. Review of minutes from previous meeting

Noted that some of the supporting documents needed updated with the current Secretary contact information

Actions: Secretary to update and send to Jean Gibbon

Secretary noted that the bank had updated the contact address and that she was receiving all correspondence from the bank. Also noted that Linda had forwarded on all outstanding documentation.

Actions: none

The minutes from the previous meeting were signed

Actions: For file

8. Communication

The secretary summarised received correspondence:

a) Letter received from HMRC confirming receipt of the company tax return for the period 01/06/2013-31/05/2014 and that a late penalty of £100 was due.

Actions: None

b) Letter received from HMRC confirming receipt of the company tax return for the period 01/06/2014-31/05/2015.

Actions: None

c) Letter from HMRC requesting payment for the penalty in relation to (a). Secretary confirmed that this penalty had been paid.

Actions: Secretary to be reimbursed in due course.

d) Letter from RWE noting that a total of £11,744.05 had been paid to CREFL for the financial period, with an attached empty monitoring form to be completed and returned.

Actions: Complete and return the form and check if a similar form was submitted for the previous year.

e) Statements from Bank of Scotland for two accounts held by CREFL with zero balances. It was noted that these were the original accounts when the awards were allocated from the separate funds received from the wind farm companies. It was agreed to keep them open for now.

Actions: Continued action to change the signatories on the account. Secondary action to investigate an alternative bank if communication with BoS doesn't progress.

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Related to the monitoring forms, DMcM raised that a return may be due to the Scottish Government. Actions: Secretary to contact Frances Scott to see if she can confirm.

9. Accounts

The final accounts for 2014/15 were confirmed Actions: Cheque #48 should reference 'Notice Board' and not 'Future's Plan'

The YTD accounts for 2015/16 were reviewed Actions: None

10. Applications

Application ID: **2015/16_01**

Applicant: **n/a**

Title: Education Grant

For a student in their 3rd year of a 4 year course. Supporting information was provided.

Sum requested: £250.00

Declaration of interest: None

Proposed: Sylvia Sinclair **Seconded:** Andrew Metcalf

Application ID: **2015/16_002**

Applicant: **Carsphairn Heritage Group**

Title: Revenue Grant – towards the ongoing running costs of the Heritage Group relating to their phone, internet, website and insurance. Supporting information was provided.

Sum requested: £1,124.19

Declaration of interest: None

Proposed: Davie McMillan **Seconded:** David Gibbon

11. Systems review update

No progress since previous meeting Actions: Previous actions on the Secretary carried forward

12. CREFL logo

It was raised that the CREFL logo could be considered a bit out-dated and that with the increasing contact with developers and stakeholders it may be appropriate to update it. Actions: David Gibbon to follow up

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13. AOB

Windy Standard 2 agreement – Sylvia provided an update. A new minuted draft of the agreement had been received. The proposed fund will be indexed against the installed capacity, and CREFL will continue to be allowed to administer the funds.

Actions: Sylvia Sinclair to continue communication with Natural Power

Review of Education Grants – it was agreed to add this to the agenda of the next meeting

Actions: None

Resignations – the Chair presented the resignation of Nick Parry which was effective immediately. Martin Holden also confirmed his resignation but said he would continue to attend as long as he remained in the parish.

Actions: Secretary to put a notice on the Carsphairn website to invite new applications

Vice Chair – the Chair highlighted that a vice chair may be required in the upcoming months due to personal commitments that may not enable him to be present at meetings. It was agreed that a Director would step in as and when required rather than the formal appointment of a VC.

Actions: None

14. Date of next meeting: Wednesday 11th November

Signed: (Chair)

Date: