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Community Benefit on behalf
of ScottishPower Renewables



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changes

Annandale & Nithsdale Community Benefit Company

ANCBC Board Meeting
Thursday 15th June 2017 6:30pm
Lochhouse Farm Retreat, Beattock, Moffat, DG10 9SG

MINUTES

Directors Present:

Martin Brown (Chair)	Kirkpatrick Juxta
Richard Mann (Treasurer)	Johnstone
Richard Clarke	Keir
Sheila Farries	Lochside & Woodlands
Murdo MacPherson	Dalton & Carrutherstown
Russell Stuart	Heathhall
David Dick	Closeburn

Apologies:

John Magill	Ae
David Booth	Moffat
Helen Haggart	Lockerbie
Alistair MacFadzean	Dunscore

In attendance:

Katie Nairn	Foundation Scotland
Laura Moodie	Foundation Scotland
Gillian Arnott	Scottish Power Renewables
Siobhan McLaughlin	Scottish Power Renewables

1. Welcome and Introductions

2. Apologies/quorum

Apologies were noted and it was agreed that the meeting was quorate.

3. Minutes of last meeting

3.1. Approval

The minutes of the previous meeting on 22nd February 2017 (previously circulated) were agreed to be a fair and accurate record of the meeting.

3.2. Matters arising not on agenda

There were no matters arising.

3.3. Outstanding actions

All actions have been completed.

4. Finance & Governance

4.1. Financial Report

Previously circulated

4.2. Foundation Scotland Fund Statement

4.2.1. Moniaive Initiative A384740: The lease has been signed and both other funding applications have been submitted. The change of Council administration has caused delays. The Panel agreed to offer a further extension until the next meeting.

4.2.2. Bankfoot House A419578: All funding for this project is now in place.

4.2.3. Wamphray Community Council (Village Hall) A368332: Work likely to begin in August.

4.2.4. Holywood Village Hall Association A411111: £13,889 was awarded in July 2016 to improve the car park and create a designated parking area. The new committee feel unable to undertake the project and referred it back to the trustees of the hall, the Holywood Trust. It was agreed by the board to withdraw the award. The same project could be reconsidered for funding in future once the situation is resolved. £13,889 is therefore available to make grants.

4.3. Assessing Financial Risk

The amount of funds covered by the Financial Services Compensation Scheme has been increased from £75,000 to £85,000. Bank of Scotland has issued letters confirming this.

The task of changing bank to Co-op is ongoing. Paperwork was signed at the meeting and the outstanding signatures will be obtained at the AGM. The fund will continue to hold three bank accounts to assure safety of finances

4.4. Membership

Member nomination forms remain outstanding from Eskdalemuir, Tinwald Parish, Terregles, Lincluden (meeting tonight with ward officer in attendance with form) and Georgetown, though most have been in touch. It is hoped that all nomination forms will be received before the AGM.

4.5. AGM

Richard Clarke has decided to stand down as a director of ANCBC at the AGM. Martin thanked him for his diligent work, comments and strength of understanding.

Richard Mann is currently acting Treasurer and wishes to stand down. Martin thanked him for all his efforts, especially taking on the role at short notice. **Helen Haggart was formally appointed as Treasurer.**

Mike Steele and Hugh Buck have both expressed an interest in becoming a member. Mike Steele is a member from Closeburn, Hugh Buck for Keir. The Board currently has a lack of representation from community councils in the west of the Area of Benefit. Four new directors have to stand down and be formally appointed at the AGM. Three directors must stand down but can be re-elected. Richard and Russell have offered to stand down at the AGM, Russell with the intention of being re-elected.

4.6. Approval of Accounts

The accounts were approved.

5. Foundation Scotland updates

No updates.

6. Grant applications

Grant Applicant	Project Description	Amount applied for	Amount Awarded	Conditions of Award/Feedback to applicant
Thornhill and District Community Transport	To assist in the purchase of a replacement minibus.	£12,500	£9,466	DoI: David Dick left the room
SWing Band	To fund the purchase of music stands, banners, scores and outdoor jackets for performers as well as a study day with a professional jazz musician.	£4,053	£4,053	
Lochar Thistle Youths AFC	To remove and replace fluorescent lighting in an indoor training arena with energy-efficient LED lights.	£4,000	£4,000	While the Club's constitution is adequate for the purposes of this grant, it could do with some updating in particular with regard to how the club can be dissolved, although the arrangements for subsequent dispersal of funds are acceptable.
Soul Soup Counselling and Training Ltd	To provide counselling, support and activities for young people with mental ill health.	£20,000	-	While the ANCBC Board remain supportive of the project in principle, there is evidence that the organisation is still struggling with the burdens of governance and therefore some concerns raised about the ability of the organisation to cope with the administrative requirements of financial accounting and handling multiple grant streams and an increasing workload all at the same time. The Board would encourage Soul Soup to seek further administrative support and apply at a later stage when financial reporting, budget forecasting and other monitoring systems are clearer.
Thornhill Friendship Club	To fund energy saving measures, renew toilet facilities for disabled use, structural repairs and refurbish the kitchen.	£20,000	£20,000	DoI Richard Clark left the room That the award should be subject to the applicant providing evidence of all elements of the funding package being in place. That evidence of planning permission and a building warrant are supplied before any grant is released. That written confirmation of the Clubs plan regarding VAT is provided. Should the Club pursue VAT registration then written agreement to fund the VAT related cash flow should be produced by Thornhill Community Council before any grant is awarded. In this case the grant may be reduced accordingly.
Collin Village Hall Management Committee	To upgrade boiler and heating system in Collin Village Hall.	£3,310	£3,310	
LGS Community Trust	To turn Hamilton Starke Playing Fields and Pavilion into a vibrant, sustainable community venue.	£16,463	£16,463	That a bank statement is submitted in the absence of accounts and since the organisation has been operating for less than one year a comprehensive cash-flow projection should be provided. That the long term lease is agreed and a copy provided to Foundation Scotland. The ANCBC Board would encourage LGS Community Trust to conduct a comprehensive review of governance arrangements demonstrating a clear distinction between Let's Get Sporty CIC and LGS Community Trust. Further,

				in terms of best practice, board members cannot be staff and vice versa. These issues should be addressed before any further application is made to the fund.
Annandale Transport Initiative	To contribute towards the running costs of provide affordable accessible community transport for the residents of Annandale & Eskdale.	£20,000	£20,000	That a satisfactory interim report is submitted to Foundation Scotland before the second year's award is paid.
Moniaive Michaelmas Bluegrass Festival	To contribute to the costs of accommodation, tutor fees and campsite hire for the Moniaive Michaelmas Bluegrass Festival.	£1,750	£1,000	A reduced award of £1,000 is offered in support of the project. As this is the second year that ANCBC have supported the festival, the Board would like to see the project become fully sustainable through more traditional fundraising methods in the future.
Troqueer Landward Community Council	To provide a range of outdoor playpark equipment, including inclusive equipment at the Beeches Avenue park in Cargenbridge,	£20,000	£20,000	That the agreement of the local authority to take over the inspection, maintenance, and insurance of the play equipment once installed is secured in writing before any payment of grant is made. That proof that the full funding package is in place is provided before any grant is released.
Moffat Gold 2017 SCIO	To cover additional costs for the championships including screen hire, toilet, shower and office facilities, rubber matting, medals and a CCTV system.	£20,000	-	The ANCBC Board felt that all things considered the proportionality of benefit to the residents of the ANCBC area of benefit was low in comparison with the cost. Further, the subject of the grant application was not critical to the success of the project.
SWRI Dumfriesshire Federation	To provide a marquee, catering equipment and entertainers for the SWI's centenary garden party at Comlongon castle, Clarencefield	£5,896	-	The ANCBC Board feel that the SWRI Dumfriesshire Federation has significant reserves available, it could be argued that some of the payments are retrospective given the timescale, deposits paid and invitations delivered. Further, this project is a one off catering/party event which is not a priority for the fund. Future applications would be considered for a project more in keeping with the spirit of the fund.
Kirkmahoe Parish Hall Committee	To refurbish the hall's front window and entrance steps and redecorate the interior	£2,925	-	While the aims of the grant and capacity of the committee are well worth funding, the ANCBC Board felt that Kirkmahoe Parish Hall Committee has ample funds in its savings bond to provide for these costs.
Kate's Kitchen	To contribute towards funding a support worker and development worker for 3 years	£20,000	£20,000	That independently signed accounts are submitted for financial year ending March 2017.
Boreland Village Hall	To purchase 15 new tables and 20 new chairs for Boreland Village Hall	£2,000	£1,000	The ANCBC Board felt that the Hall Committee could afford to contribute more towards the cost of the project and still have ample reserves for operational costs. Therefore a reduced award has been offered of £1,000.

7. Any Other Business

7.1. Annual Report

A draft annual report was circulated prior to the meeting. It contains information on grants made, geographical distribution and information on the Board. Katie requested comments be sent to her by Friday 23rd June. A final version will be produced for the AGM. The Board were complimentary about the grant map and the clear presentation of ANCBC's achievements.

7.2. Moniaive Award – see 4.2

7.3. Future Closing Dates

Some discussion took place around availability and it was agreed that Katie and Martin would agree dates for 2018 and circulate by email.

7.4. Nith Inshore Rescue

Martin attended the Nith Inshore Lifeboat Station opening along with SPR who are creating a short film celebrating the distribution of £20 million Community Benefit Funding. Gillian had hoped to share the film at the meeting but unfortunately it was not finished. Martin Brown and Rob from Nith Inshore Rescue both feature in the recording.

7.5. Query from Heathhall Treasurer re: Annual Report

The Treasurer of Heathhall Community Council had requested clarification of the need for 2 monitoring reports for the local grant scheme. The second form is to report on the one-off construction fund grant of £4,000. If those monies remain unspent, ANCBC will continue to ask for an annual report.

7.6. Feedback to Foundation Scotland

David Dick wished to register a positive comment about the thoroughness of the Foundation Scotland assessment process and requested that his compliments be passed on the assessor who handled the Thornhill & District Community Transport application.

8. Date and venue of next meeting

AGM, Wednesday 28th June at Station Hotel, 6:30pm

The next Board meeting will be at 6.30pm on Thursday 12th October 2017, Lochhouse Farm Retreat, Beattock, Moffat, DG10 9SG

Dates of subsequent meetings will be confirmed via email once funding round dates are confirmed.

Item	Action	Date	Who
4.2.4	Contact Holywood Village Hall Association to withdraw grant	23/06/17	KN
7.1	Comments on annual report to be submitted to KN	23/06/17	ALL
7.2	Additional extension to award to be offered to Moniaive Initiative	23/06/07	KN
7.3	Circulate Dates of 2018 rounds and meetings.	ASAP	KN
7.6	Thanks to be passed on to assessor	23/06/17	KN