

Distributing Harestones  
Community Benefit on behalf  
of ScottishPower Renewables



Helping communities  
to make positive  
changes

## Annandale & Nithsdale Community Benefit Company

**ANCBC Board Meeting**  
**28<sup>th</sup> April 2016, 6.30pm**  
**Lochhouse Farm Retreat, Beattock, Moffat, DG10 9SG**

### MINUTES

#### Directors Present:

Martin Brown (Chair)	Kirkpatrick Juxta
Jean Purves	Moffat
Richard Clarke	Keir
David Dick	Closeburn
Maureen Johnstone	Tinwald
Alastair MacFadzean	Dunscore
Russell Stuart	Heathhall
Derek Ivy	Kirkmahoe
Murdoch MacPherson	Dalton & Carrutherston

#### Apologies:

Richard Mann	Johnstone
Cllr. Ivor Hyslop	
Cllr. Stephen Thompson	
Gillian Arnot	Scottish Power Renewables

#### In attendance:

Katie Nairn	Foundation Scotland
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#### 1. Welcome and Introductions

The Chair opened the meeting and welcomed everyone.

There had been an issue with CCs in Dumfries and Galloway which had resulted in 12 CCs being disestablished in the ANCBC area of benefit. This would not be a concern for the AGM as ANCBC members were already in place and would remain so until CCs were asked to nominate new members in the autumn. FS would include this information in their AGM reminder correspondence and MB would inform AGM that ANCBC will be seeking new members in the autumn.

**ACTION KN/MB**

There was no need to ask for unspent local grant money back for this period of disestablishment.

#### 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 27<sup>th</sup> January 2016 (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 which were not on the agenda.

#### 3.3 Outstanding actions

4.6b there was an action for FS to provide a paper on Community Council Grants which would be carried over to the next meeting.

8.3 FS were currently working on an Annual Report for SPR and would circulate this when it was ready.

### 4. Grant Applications

There were 15 grant applications to consider which included £263,665 of recommended awards. There was a balance of £91,851 available for grant making between this round and the July round before the next instalment from SPR was due. Some discussion took place around the current unusually high demand on the fund and what steps should be taken to manage expectations in the future.

FS had a number of suggestions which could be implemented for future rounds. A high percentage of grants awarded to date had been to the large grant category which significantly reduced the amount available for small and medium grants. Suggestions included reducing the limit for Large Grants and lowering the levels of each category which would still allow for substantial amounts of money to be awarded but also to maximise the reach to different groups. There were many differing views around the table and the decision was taken to leave things as they were for the time being and add the topic as an agenda item for the July meeting. In the interim FS would circulate a paper detailing some suggestions for the Boards consideration. **ACTION KN**

FS would inform any applicants to the current round of the high demand on the fund and explain that ANCBC would be unlikely to be able to fully support large grant applications at this time. **ACTION FS**

Application Name	Project Description - Summary	Amount applied for	Amount Awarded	Declarations of Interest/ Comments/ Conditions/ Feedback to applicant
Lockerbie Swimming Pool & Leisure Centre Trust	To undertake design, architectural, surveying and engineering work for Lockerbie Swimming Pool and Leisure Centre	£50,000	-	The ANCBC fund is currently oversubscribed so whilst the Board are supportive of the project in principle they feel that it may be a number of years from completion and would like to see detailed operating plans before agreeing to invest in the development of the building. If it would be helpful Katie Nairn from Foundation Scotland would be happy to discuss this with you in more detail and offer advice on preparing a stronger application in the future.

Maxwell Memorial Hall Management Committee	To construct new male/female and an accessible toilets with storage areas, as part of the village hall	£50,000	-	Whilst supportive of the project in principle the fund is currently oversubscribed and the Board felt unable to offer such a large grant at this time
Dumfries Rugby Club	To increase male and female youth participation in rugby.	£47,700	-	Whilst supportive of the project in principle the ANCBC fund is currently facing high demand and the Board felt that the group had a proven ability and means by which to raise their own funds.
Food Train	To purchase an additional delivery van for the Nithsdale Food Train branch.	£11,994	£6,000	The Board is supportive of the project in principle but the ANCBC fund is currently in high demand. Due to the limited funds available the Board would like to offer a reduced grant of around 50% which would help lever in match funding towards the purchase of a new vehicle for the Nithsdale area.
Moniaive Michaelmas Bluegrass Festival	To pay for hire of festival venue, campsite hire and accommodation for performers.	£1,950	£1,000	The Board sees merit in the project but the ANCBC fund is currently in high demand. Due to the limited funds available the Board would like to offer a reduced grant in line with your indication that this level of award would be more than acceptable, with the shortfall being sourced from increased fundraising activities throughout the year.
Durisdeer Village Committee	To contribute to the drainage, groundwork and tarring of Durisdeer Hall car park and entrance and the creation of a tarred footpath from the kitchen to the outdoor area used for events.	£13,740	£13,470	
The Joseph Thomson Group	To purchase a photocopier and finisher to scan, digitise and copy archive materials and to produce leaflets and folders relating to local heritage.	£2,846	-	Due to the high demand on the ANCBC fund at this time, the Board would encourage The Joseph Thomson Group to seek funding from the three local Community Councils who had been supportive of the project.
Dunscore Pre-school Centre	To increase insulation in the playroom and create a split level room that will provide increased multi-use play areas and leave space for a new purpose built kitchen area on the lower level.	£17,773	-	Due to the high demand on the fund the Board would encourage Dunscore Pre-school Centre to speak to their local community council about funding in the first instance. The Board is supportive of the project in principle and a new application would be considered, once other funding avenues have been explored and the project was further developed.
Tinwald Parish Hall Committee	To replace the existing doors with better-fitting glazed units and create a slated canopy over a sandstone-block columned support.	£9,667	£9,667	That the Quantity Surveyor provides a copy of their Professional Indemnity before any grant is paid.

Aberlour Child Care Trust	To pay for a 'Young Person's Worker' to support young people aged 11-17, who are experiencing social, emotional and/or behavioural difficulties that impact on their education and are referred to the service in the Annandale and Nithsdale areas.	£19,961	£15,000	That a signed copy of the constitution is submitted.  A full and detailed report should be submitted after the year end, detailing the specific benefits to the community.
Closeburn Gala Fundraising Committee	To contribute towards the costs of organising and running events during Closeburn Gala week.	£3,153	£3,000	That the trailer be fully insured. That the trailer be kept in a secure compound, and securely locked when not in use. That a third competitive quote be obtained for the trailer.
Nith Catchment Fishery Trust	To contribute towards "Fishing for the Future" school sessions in 2016 and establishing a youth angling club in the area.	£7,300	-	The ANCBC fund is currently in high demand, whilst the Board see merit in the project in principle, they felt unable to offer a grant at this time.
Whapples	To develop a community orchard for the pupils of Wallace Hall and for the wider community of Mid-Nithsdale.	£5,000	-	The Board felt that the proportionality of benefit to local people was greatly reduced by the current restrictions on access.
Moniaive Festival Village	To contribute towards the costs of a part-time Programme Development Officer to support the delivery of arts activities in the area.	£11,000	-	The ANCBC fund is currently in high demand, whilst the Board is supportive of the project in principle, they felt unable to offer a grant at this time.
Lochmaben Amateur Football Club	To build changing facilities at Lochmaben Football Club.	£43,000	-	The ANCBC fund is currently in high demand, whilst the Board is supportive of the project in principle, they felt that plans were not yet sufficiently developed. A new application would be considered, once planning permission has been obtained and detailed, costed plans are available.

## 5. Finance & Governance

### 4.1 Treasurer's Report

The Financial report (previously circulated) showed an available unrestricted balance of £230,973. The balance for grant making once future expenditure had been deducted was £91,851 and recommended awards for the current round totalled £263,665.

### 4.2 Foundation Scotland Fund Statement and Grant-making report

This had been previously circulated, there were no changes to the document and no questions arising.

### 4.3 Assessing financial risk

The Bank of Scotland account was now open and internet banking would soon follow

#### **4.4 AGM Date and confirmation of 2015/2016 meeting dates**

The AGM was to be held on Tuesday 17<sup>th</sup> May in St Georges Hall Dumfries, FS had circulated the papers and the date for RSVPs was Tuesday 3<sup>rd</sup> May. To date 16 people had indicated that they planned to attend or send a proxy. 10 Directors indicated that they planned to be in attendance with 8 submitting nominations for re-election. This left 4 vacancies with no nominees, one in the East, One in the West and Two in the South. FS would highlight these vacancies in their forthcoming mailing.

**ACTION KN**

Discussion took place around the annual accounts which had been provided in draft format by Farries Kirk and McVean. They were standard accounts rather than geared up for a charitable company which were all that was required at this stage. MB asked the Board if they would agree to ANCBC becoming a registered charity as had always been the intention.

**AGREED: ANCBC to register with OSCAR**

It was noted that the standard accounts were not as informative as they could be and that there were benefits to converting the current draft accounts to the more detailed charitable template. These would include a more comprehensive statement from the Directors about the year's activity and an itemised list of onward grant making. MB would ask FKM to produce charitable accounts prior to the AGM and the Board agreed to meet at 6.30pm on the evening of the AGM to agree the accounts.

**ACTION: MB/ALL**

#### **6. Foundation Scotland updates**

FS had no updates

#### **7. Policy updates**

MB and JP noted changes to their declarations of interest. FS would update the register.

**ACTION FS**

#### **8. Any Other Business**

MB thanked Derek Ivy and Maureen Johnstone for their participation in forming ANCBC and for the productive discussions. The company was proving to be a success, working well with good policy and procedures in place.

Derek and Maureen also thanked the Board and wished ANCBC all the best in the future.

#### **9. Date and venue of next meeting and Future Meetings**

The next Board meeting was due to be held on **Wednesday 27th July 2016, 6.30pm** at Lochhouse Farm Retreat, Beattock.

##### Future Meetings

Tuesday 17 May 2016, 6.30pm at St Georges Hall, Dumfries

Wednesday 27<sup>th</sup> July 2016, 6.30pm at Lochhouse Farm Retreat Beattock

Thursday 27<sup>th</sup> October 2016, 6.30pm at Lochhouse Farm Retreat Beattock

Wednesday 27<sup>th</sup> January 2017, 6.30pm at Lochhouse Farm Retreat Beattock

<b>Item</b>	<b>Action</b>	<b>Date</b>	<b>Who</b>
1	Send letter informing of situation with membership ie renewal in autumn.	w/c 2nd May	FS
3.3	4.6b There was an action for FS to provide a paper on Community Council Grants which would be carried over to the next meeting.  8.3 FS were currently working on an Annual Report for SPR and would circulate this when it was ready.	Before Next Meeting	CG  KN
4	Circulate a paper detailing some suggestions for managing future demand and expectations	Before Next Meeting	KN
4	Inform applicants to the current round of the high demand on the fund.	As Necessary	FS
4.4	Highlight vacancies in AGM mailing	w/c 2nd May	FS
4.4	Ask FKM to produce charitable accounts prior to the AGM	ASAP	MB
4.4	Board agreed to meet at 6.30pm on the evening of the AGM to agree the accounts.	17 <sup>TH</sup> May	ALL
7	Update register of interests	ASAP	FS