

## **Galawhistle Community Fund Panel Meeting**

Thursday 24<sup>th</sup> August 2017, 7.30 pm  
Douglas Community Fire Station

### **MINUTES**

<b>Present:</b>	<b>Douglas Community Council</b>	<b>Coalburn Community Council</b>
	Jim Smith	William Prentice
	Henry Thompson	George Smith
	David Ellis	Jim McBain
	John McAleer	

**In Attendance:** Katie Nairn (Foundation Scotland) (KN)

#### **1. Welcome and apologies**

KN thanked everybody for coming. There were no apologies

#### **2. Minutes of the previous meeting**

The minutes of the previous meeting were agreed to be a fair and accurate record. All actions were complete and there were no matters arising.

#### **3. Update on the Fund and Panel**

##### **a. Fund Set-Up**

The fund set up was progressing as planned. Following agreement at the meeting FS were in a position to launch the Fund and open to applications by the end of the month. The closing date for applications would be Monday 9<sup>th</sup> October with a decision making meeting on 23<sup>rd</sup> November. Application forms and guidance forms were tabled and agreed at the meeting. It was agreed that applications of £500-£20,000 would be received on the same form rather than at two levels as previously discussed. The Panel were keen that application forms were as simple as possible. The need for a referee was discussed, although it would remain a requirement for the application form, applicants struggling to provide a referee could speak to FS staff to explain that.

**ACTION KN**

##### **b. Memorandum of Understanding (MoU)**

Douglas Community Council had decided to opt out of the Memorandum of Understanding with FS. There appeared to be some confusion for some Panel members over where the MoU sat in relation to the Panel and the Community Council. KN confirmed that the document sat between FS and the individual Community Councils. FS had previously attended a Douglas CC meeting to discuss the MoU. FS would be happy to attend any future meetings with either Community Council to recap and clarify any points of confusion relating to the Fund.

The MoU between FS and Coalburn CC would remain in place.

### c. **Microgrant Scheme**

Coalburn Community Council were happy to administer the Microgrant scheme. Provision would be put in place for this once the main fund was up and running.

Douglas Community Council were experiencing some differences of opinion with regards to the Microgrant scheme. Due to some recent resignations the CC needed to appoint a new Secretary and Treasurer to remain established. It was hoped that this could be achieved in the near future. FS would allow time for the new administration to be established before moving forward with plans for a Microgrant scheme for Douglas.

### d. **Terms of Reference**

In light of the MoU between FS and Douglas CC no longer standing, the Panel Terms of Reference had been amended to be a standalone document rather than an appendix to the MoU. An amended version was circulated.

### e. **Panel**

The inaugural Panel was now established and would remain so regardless of any changes in the Community Councils.

## 4. **Draft fund framework**

The Fund Framework was discussed and agreed.

## 5. **Recruitment of additional Panel members**

Three nominations had been received. One for Douglas, Kyle MacMillan, one for Coalburn, Morag Fleming and one who could fit either area, Lesley McCranor. It was agreed that KN would confirm their posts and arrange for them to attend an induction along with the other panel members prior to the first decision making meeting.

**ACTION KN**

## 6. **A.O.B.**

Discussion was had over the importance of supporting local initiatives that benefit large numbers of the community such as Gala's. The multi-year award facility would be well received by these organisations and would be explained in the fund guidance.

## 7. **Date and time of next meeting**

Thursday 23<sup>rd</sup> November 7.30pm Douglas Community Fire Station

<b>Item</b>	<b>Description</b>	<b>Date</b>	<b>Person</b>
3a	Launch Fund	01.09.17	KN
5	Confirm Panel nominees	01.09.17	KN
5	Arrange Panel Induction	Nov 17	KN