

**Infinis A’Cruach Community Fund  
Panel Meeting**

**Thurs 27<sup>th</sup> October 7.00pm**

Living Stones Centre, Kilmartin

**Panel Members Present:**

Lochgilphead: David Renwick (DR), Elizabeth (Betty) Rhodick (ER), Liz McLean (EM)

Dunadd: Paul Holness (PH), Diane Roberts (DRo),

West Loch Fyne: Fred Bruce (FB), Jan Williams (JW), Sarah Calderwood (SC)

**Attending**

Rachel Searle-Mbullu (RSM)

Apologies subsequently received from Barbara Halliday (BH)

**1 Welcome, Introduction, Apologies**

RSM welcomed everyone to the meeting. Panel members re-introduced themselves. PH was thanked for organising the meeting venue.

**2 Minutes of the Last Meeting**

The Minutes of the Meeting of 15<sup>th</sup> September were approved. Proposed by FB and seconded by Betty.

There were no outstanding actions.

***Matters Arising:***

Communication & Fund promotion: RSM confirmed that FS had followed up with the TSI and that the second round will get more coverage via both the TSI and A&BC networks. Posters will be distributed again with any revised dates and hard copy application forms can be sent direct to Panel members for wider distribution as required.

Confidentiality: RSM noted that a possible breach of confidentiality had been brought to her attention after the last meeting’s discussions. She reminded the group of the importance of the confidentiality of discussions. Members that hadn’t signed the Code of Conduct did so then and there.

Conflicts of Interest: RSM shared that DRo had voluntarily shared some helpful feedback about the experience of a large grant enquiry that she had an interest in being declined for Stage 2 (large grant application) and how this was managed at the last Panel meeting. Her feedback was helpful and as a result the Panel agreed the following:

- Any applications being considered where a Panel member has a conflict of interest will be discussed at the end.
- Any Panel member with a conflict of interest and who has to leave the room can opt to hear the decision i) straight away on returning to the room or ii) after the meeting closes.

Declarations of Interest in applications being considered this evening: As a result of the above discussion RSM asked if any Panel members had interests in any applications being considered this evening. DR declared an interest in Blarbuie Woodland Enterprise and DRo declared an interest in Heart of Argyll Wildlife Organisation. Both were direct interests and so in accordance with the Conflict of Interest Policy both would need to leave the room when these were respectively being discussed. The Panel agreed to discuss these at the end Item 3. JW and FB declared an indirect interest in the Lochgair Association's application and SC an indirect interest in the Minard Community Trust's application but it was agreed that they could remain in the room but not contribute to the discussion.

### **3 Applications for decision**

Interests were declared as noted above. The Panel made the following decisions with some awards being subject to certain conditions that will be specified in the grant offer material informed by FS' independent assessment and further discussion with the applicant:

Kilmartin Museum	£5,000.00	To run a community excavation at Carnassarie Castle.
Lochgair Association	£12,500.00	To repair and widen the footbridge over the Eas Dubh burn, making it wheelchair accessible.
Blarbuie Woodland Enterprise	£14,000.00	To contribute to the salary of a part time development worker for three years, who will promote the services and facilities available and help Blarbuie woodland to become a thriving and sustainable local organisation.
Minard Community Trust	£5,000.00	To revitalise Minard Shop's external appearance with modern double-glazed doors and windows, fresh paint and a seating area.
Befrienders	£10,000.00	To contribute to the cost of the group's project worker's salary.
Heads Up	£2,500.00	To provide transport for day outings, and semi local journeys to take the group outdoors and stimulate their interest away from their normal surroundings.
Heart of Argyll Wildlife Organisation	£12,000.00	To fund two part-time rangers stationed at Barrandaimh over the course of two years.

Two applications were not awarded grants and feedback will be provided to the groups:

Dalriada Arts & Culture	£13,000.00	To contribute to the cost of a community consultation about a centre for culture and the arts in Lochgilphead.
Mid Argyll Pipe Band	£19,765.26	To fund annual hall hire, tuition, uniforms and equipment for the band.

#### **4 Fund Communications**

RSM explained that applicants would be notified of decisions after FS Trustees had reviewed the Panel's decisions. The Panel will be informed when applicants have been informed in the event of them being approached by members of the public for information about decisions.

RSM also confirmed that FS will issue a press release about these first awards. The Panel collectively provided a helpful quote for the release and that RSM noted. RSM will ensure the Panel receive a copy of the final release.

RSM also offered to produce local posters announcing first awards and Panel members then have the option of using these for local display and distribution. They also have the option of using the press release for re-circulation locally within their own bulletins, newsletters etc.

##### ***Turbine naming:***

RSM confirmed that some further submissions have been received from local primary schools. She will forward the material to Infinis for producing into a booklet that can be launched at the formal event next Spring to open the wind farm. FS will also issue thank you letters to the schools meanwhile.

##### ***Fund logo:***

RSM confirmed that the High School is unable to proceed with this as a project. The Panel considered various options for this including commissioning a particular organisation to produce a logo or inviting different organisations to tender. Both options would entail the Panel in effect funding that work via a grant and which in effect the organisations were being invited to apply for – but outwith the next grant round if the logo is to be ready for March/April. This route was felt to be too complicated. It was agreed to run an open competition and we would try and use the learning of another central belt community that FS is working with to help. Their Panel shortlisted entries themselves and then the three shortlisted entries were put to a public vote that was administered online.

FS will issue publicity about the logo competition later in November and then again in the new year with an end Feb deadline to then allow for public voting during March/April.

#### **5 Plans for 2017**

The Panel agreed that groups needed more time for Round 2 applications. They agreed to change the previously announced closing date of 1 March to 13 April to better accommodate the needs and capacity of local groups. FS will refresh posters to reflect this & send on to Panel.

The Panel agreed to meet for the Round 2 decision meeting at the Minard Hall on the 29<sup>th</sup> May.

Lochgilthead Panel members asked to be sent application forms directly which FS will do.

## 6 AOCB

**Micro grants:** The Panel formally agreed to grant each community council their micro-grant proportion for the first year. The MOU currently allows for 5% of the total annual payment to be distributed through micro-grants. This means in Year 1 there is £7450/3 community councils = £2483. This will be rounded up to £2500 which whilst slightly exceeding the 5% is acceptable to both Infinis and FS and provides for a more sensible base amount. RSM will be in touch with each of the Panel reps (FB, PH and ER) to progress arrangements. She suggested that, despite best efforts at clear communication, it can sometimes be more straightforward if micro grants were run outwith main grant rounds as sometimes there can be confusion between the two schemes. FS can also assist with a simple micro-grant application form if a CC wishes to use that method rather than inviting applicants to apply via a letter.

**Post meeting note:** FS awaits further news from Infinis about plans for an event they hope to organise to mark the opening of the wind farm. An additional Panel meeting may be required before the end of May to shortlist logo entries and learn of further plans for this opening event.

### Summary of agreed actions:

Action	Who	When
Notify applicants about decisions after FS Trustees have approved Panel decisions	FS	3 and 4 Nov
Notify Panel when applicants have been informed	RSM	4 Nov
Issue press release and send copy to the Panel.	FS	4 Nov
Produce posters announcing first grants and send to Panel members for local display & distribution.	FS	after 4 Nov
Refresh posters for Round 2 and distribute to Panel members	Rachel	mid Nov
Ensure TSI and A&B Council informed of Round 2 revised dates and asked to circulate notice about it	Rachel	mid Nov
Send primary school Turbine names to Infinis & seek confirmation of launch event plans	Rachel	Nov
Send letters of thanks to the primary schools – RSM to confirm who to do this	FS or Infinis	Nov
Organise logo competition & publicity	FS	Nov, Jan
Send 10 application forms each to ER and EM.	FS	mid Nov
Liase directly with CC reps to progress micro-grants	RSM	Nov
Book the Minard Hall for 29 <sup>th</sup> May 2017	Minard rep please	asap