



**Auchterless, Inverkeithny & Fisherford Community Fund
Panel Meeting
Thursday 5th October 2017
Auchterless School**

Panel Members present:

Ivy Cruickshank (IvC)
John Farquharson (JF)
Steven Moir (SM)
Stuart Stephen (SS)
Cathy Vincent (CV)
Maggie Walker (MW)

Others present:

Iain Catto (IC) of Foundation Scotland (FS)

1. Welcome, Introductions and Apologies

CV agreed to chair the meeting once more. Apologies were received from John Dennis and Helen Richards.

2. Minutes of the Last Meeting on 25.9.2015

MW pointed out that the figure in item 3 should have read £17K, not £15K, as that represented the purchase price of the land for the play-park. This amendment to the minutes was agreed. Subject to that amendment, the minutes were approved as a correct record, proposed by SM and seconded by MW.

3. Matters Arising

3.1 Fund Logo

Nothing had been progressed with this yet, and IC asked the Panel if it still wished it to be pursued. It was agreed that IC would put together some materials for head-teachers of the local primary schools, based on previous experience of FS in this, and approach the schools in early spring, with a view to it being a possible school activity in the summer term. **Action 1: IC to put together materials for the local primary schools for designing a Fund logo**

4. Panel Update

4.1 Register of Interests

Panel members completed fresh declaration of interest forms.

5. Fund Update

5.1 Update on Previous Awards

IC updated the Panel on the two awards made previously to Fisherford Community Association, which projects had not completed as yet.

5.2 Fund Statement

IC had previously circulated a fund statement, which showed total funds available to the Panel of £77,932.94, of which £17,000 had been ring-fenced for the play-park. Grants paid to date had totalled £5,040.97 with no Panel expenses. The Panel agreed to ring-fence £30,000 towards the proposed car park project for Auchterless, as set out in the Community Action Plan. This left £30,932.94 available for grant awards.

5.3 Fund Split

The Panel discussed the fact that by the end of Year 5 of the Fund, a fresh negotiation between Auchterless, Inverkeithny & Fisherford Community Council and Fyvie, Rothienorman & Monquhitter Community Council would need to have taken place as to how the Infinis Gordonstown Fund would be split in future. The split is currently 80/20 in favour of Auchterless, Inverkeithny & Fisherford. IC indicated that he would organise the meetings, and help facilitate the discussions, but it would be for the respective communities to come to an agreement.

5.4 Fund Framework

The Panel discussed the draft Fund Framework which IC had previously circulated, and agreed the following points:

- There would be no upper limit set on applications, but that if any applicant is thinking of making an application for more than £5K, they should phone the FS Fund Manager first;
- Applications to the Fund would continue to be on a rolling basis, rather than with set deadlines. A Panel meeting would be held around 5 to 7 weeks after an application is received;
- The Panel would expect to see applications demonstrating how they fit with the objectives of the Community Action Plan, but the Panel reserves discretion to fund other activity;
- The Panel would prefer to see awards made for the purchase of capital items or contributing towards the cost of capital projects;
- The Panel is unlikely to approve funding for overseas trips;
- Applications would be accepted from private businesses where it can clearly be demonstrated that the public benefit arising from an award will outweigh any private gain and the business cannot fund the activity itself;

- The Panel chose not to set a limit on the number of awards which an organisation could hold in any Fund year.

Action 2: IC will update the Fund Framework reflecting these points, place it on the Fund webpage, and send clean drafts to Panel members.

6.

Applications for Decision

JD had submitted written comments for each application and these were read out by IC during the discussion of each application.

6.1 Auchterless Residents Association - A454615

Grant purpose – To adapt a small number of street lighting columns in the centre of the village to enable a festive lighting display.

Declarations of Interest – MW, JF, and CV declared an indirect interest, remained in the room, and participated in the decision-making.

Decision – award of up to £7,000, subject to conditions. No funds would be paid over until final prices had been obtained.

6.2 Yvonne Miller Dance School Parents Association – A456334

Grant purpose – To contribute to the cost of sending dancers to participate in a 2-day Scottish Festival and Highland Games in Hawaii in April 2018.

Declarations of Interest – None.

Decision – refuse the application.

Awards Total – up to £7,000.

7. Micro-Grants Scheme

The Panel noted that the Community Council had received an award at the first Panel meeting of £2,032.17 to operate a micro-grant scheme, representing 5% of Years 1 and 2 of the Fund. A further award to the Community Council covering Years 3 and 4 of the Fund on the same basis would be for £2,112.99. The Community Council still has £946.97 available from the original grant. The Panel agreed to make an award of £2,112.99 to the Community Council to operate a micro-grant scheme, subject to a completion report detailing the awards made to date being submitted, and subject to the remainder of the funds being or about to be awarded.

8. Any Other Business

8.1 Panel Membership

IC will produce a paper to the Panel meeting in autumn 2018 on the subject of retiral by rotation of Panel members. **Action 3: IC to prepare a paper on retiral of Panel members.**

8.2

Fund Promotion

IC will issue a press release to the local papers detailing the award made, and for promoting the Fund. **Action 4: IC to issue a press release.**

Actions List from this meeting:

Ref	Action	Who	When
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1	Put together materials for the local primary schools for designing a Fund logo	IC	By early spring 2018
2	Update the Fund Framework, place it on the Fund webpage, and send clean drafts to Panel members.	IC	ASAP
3	Prepare a paper on retiral of Panel members	IC	By Panel meeting in autumn 2018
4	Issue a press release	IC	Once applicants have been advised