

EDF Renewables Corriemoillie Strathpeffer Community Fund Panel Meeting

Monday 12 November 2018 at 7.00pm
Strathpeffer Community Centre, Strathpeffer

Minutes

Present

Archie Macnab
Ron McAulay (Chair)
Val Macgregor
William Deas
Bryan MacKenzie
Peter MacLellan
Gail MacLean

In Attendance

Bea Jefferson, Foundation Scotland (FS)

Apologies

None

1 Welcome and introduction

RM welcomed everyone to the meeting.

2 Panel Update

2.1 Minutes from last meeting - 14 May 2018
The minutes were approved as a true record.

2.2 Matters arising
The micro grant report template was sent to AM's old email address. **Action: BJ to send reporting template to AM current email.**

3 Fund Update

3.1 Fund statement
The Fund Statement previously circulated showed funds available of £8,317.15. £4,500 has been approved but not paid. This relates to two grants:

- a) Peffery Way. The grant condition has now been fulfilled and the grant has been approved for release.
- b) Strathpeffer Spa Bowling Club. Planning permission was required for the project. FS is awaiting evidence that this has been received before payment is made.

3.2 Micro-grants

AM provided a verbal update on micro grants awarded by the Community Council. A full list will be given in the completion report to FS. Once this is received, the year 2 payment will be made. **Action: AM to provide completion report to FS.**

4 Applications for Decision

4.1 A491922 – Strathpeffer Residents Association

Grant Purpose: To fund costs relating to the drainage and groundworks, in preparation for the installation of a children’s playpark

Declaration of interest: RM (member of the Association)

Decision: Award of £1,674 to fund design fees of the drainage system

Subject to the following conditions:

Submission of updated constitution to FS

Feedback to the applicant:

The Panel agreed to fund the fees for design work on the drainage system. In carrying out this work, the engineers should liaise with the nearby housing development to ensure the impacts of the housing scheme on the site's drainage are considered.

Once the design work has been completed, the Panel would welcome a further application for up to £3,000 to support the implementation of the drainage scheme and groundworks. In this subsequent application, the Panel would wish to see evidence that the drainage scheme proposed for the site would not exacerbate flooding issues in the area. Subsequent funding would be conditional on transfer of ownership of the site to Strathpeffer Residents Association.

4.2 A492223 – Highland Museum of Childhood

Grant Purpose: To paint the front façade of the museum building.

Declaration of interest: None

Decision: Award of £2,500.

Subject to the following conditions:

None

5 Any Other Business

5.1 Confirmation of Panel Deadlines and Meetings

| | <u>Closing Date</u> | <u>Panel Date</u> |
|----------------|---------------------|-------------------|
| Year 3 Round 1 | 18 March 2019 | 29 April 2019 |
| Year 3 Round 2 | 16 September 2019 | 11 November 2019 |

The above schedule was agreed.

- 5.2 Fund Promotion
Press releases on this round of awards will focus on the Museum, which is recognised as an important asset for the village.
- 5.3 Short Notice Applications Outside Fund Deadlines
The Panel agreed that in exceptional circumstances they could consider applications outside the normal fund deadlines and make decisions by email. This would only be appropriate if:
- a) The need for the award could not be foreseen in time for the agreed deadlines
 - b) There was a pressing deadline for the expenditure
 - c) There was a clear benefit to the community as a whole, beyond the aspirations of a single organisation/group
 - d) Funds were available to support the award.
- 5.4 Community Plan
A Community Plan is currently in development. This is likely to inform priorities for the Fund in future. However, the Panel would still wish to maintain flexibility to fund initiatives not specifically identified in the plan.

6 Induction for New Panel Members

An introduction was carried out to the Fund for the benefit of new Panel members. This included:

- Memorandum of Understanding/Terms of Reference for the Panel
- Policies:
 - Confidentiality
 - Conflict of Interest
 - Communications
 - Expenses

New Panel members completed a register of interests and signed the Panel's Code of Conduct.

No further business was raised and the meeting was closed.