

Cairnryan Community Fund Advisory Panel Meeting

23rd November 2020, 19.30
Zoom

MINUTES APPROVED

1. Welcome and apologies

Panel members present (P), Apologies (AP), Absent (AB)

Chloe Cairnie	P	Stephen Edwards	P
Andrew Cumming	P	Jamie Dalrymple Hamilton	P
Tina Bulmer	P	Mary McCormack	P
Tracy Davidson	P	Kenneth Cairnie	P

In attendance:

Karen Slattery - Foundation Scotland

Suzy Mercer - Foundation Scotland

2.1 Minutes of previous meetings 24.10.2019 and 26.08.2020

Minutes of both meetings were approved by all present.

2.2 Matters arising not on agenda – Quorum

All agreed change to quorum. To be reduced from 7 to 50% of the panel numbers plus 1.

Action: FS to record change of quorum

2.3 Outstanding actions – Community Action Plan

The panel previously agreed that an action plan would be useful, to help formulate ideas and map out how these could be achieved. It was agreed the application should go through the Community Council, who will put the Action Plan out to tender. Chloe and Stephen agreed to take it forward.

Foundation Scotland will give guidance on current costs to be included in the application.

Action: FS to contact Chloe and Stephen with information about CAP costs

3. Endowment (Presentation) and discussion

Karen showed a presentation about FS Endowments and answered questions.

Andy requested the presentation and additional documents could be shared with the Community Council, as it is them who would have to decide if money was invested.

Action: FS to forward the Endowment Presentation and additional information about EQ Impact to Andy, to be circulated and discussed at the next CC meeting.

FS have requested confirmation from SPR that CB Funds can be transferred into an endowment fund but have still not heard back from them.

Action: FS to chase up SPR for a decision on investing Funds.

4. Approval of 2021 dates

All present approved the following dates for 2021.

Application Deadline:

Wed 9th Dec 2020

Mon 12th April 2021

Mon 16th Aug 2021

Mon 13th Dec 2021

Panel Meeting:

Wed 10th Feb 2021

Wed 9th June 2021

Wed 13th Oct 2021

Wed 9th Feb 2022

Action: FS to update website with next year's dates

5. AOB

It was agreed that focus should be on the Action Plan, and that other business including potential education and training funds should be put on hold for now.

6. Date and venue of next meeting

Wed **10th Feb 2021**, place of meeting to be confirmed.

Summary of actions:

Item	Action	Date	Who
2.2	Record change in quorum on ToR	ASAP	FS
2.3	Contact Chloe and Stephen to discuss application and CAP costs	ASAP	FS
3.	Endowment Presentation and information about EQ Impact to be forwarded to Andy, to be discussed at CC meeting.	By Jan	FS
3.	Chase up SPR for a decision on investing Cairnryan Funds.	ASAP	FS
4.	Website to be updated with next year's dates	ASAP	FS