



**Old Luce Community Benefit Fund
Advisory Panel Meeting**

Monday 19th April 2021 7:30pm

By Zoom

Minutes

1. Welcome & Apologies

Panel members present:

David Ferguson, Fred Murray (Old Luce Community Council),
Marion Muir, Claire Hunter, Lesley Goodchild (Chair), Boyd McIntosh,
Ian Paterson (Old Luce Community Council), David Maxwell

In Attendance:

Suzy Mercer (Foundation Scotland)
Clare Graham (Foundation Scotland)

The Chair welcomed everyone. David Maxwell was specifically welcomed as a new Panel member. It was confirmed by FS that David had completed a Panel Induction session.

2. Panel Updates

• **Minutes of meeting dated 11th January 2021**

i. Approval

Fred Murray approved and Marion Muir seconded.

ii. Outstanding actions

None.

iii. Matters arising not on the agenda

None.

3. Fund Updates

• **Income & Expenditure Projection**

FS presented the Income and Expenditure Projection. It was noted that the Kilgallioch payment had not yet been received. Fred confirmed that Old Luce Community Council had posted a cheque to the value of approximately £190,000. There was no further queries.

ACTION: FS to confirm to Community Council receipt of cheque.

- **Grant-making Report**

FS presented the grantmaking report. There were no questions from the Panel.

4. Old Luce Benefit Fund, Refining Fund arrangements

A paper detailing the proposal to refine fund arrangements for Old Luce Community Benefit Fund had been distributed prior to the meeting and a discussion took place. FS talked through the key points of the paper, which had been put together following discussions with the Community Council following receipt of a six year Fund report and the end of the FS contractual period. Following initial discussion with the CC there had also been consultation with the Fund Panel Chair and OLD T Chair and the proposals being presented this evening sought to reflect these consultations where possible. It was agreed that while the Fund arrangements were being revised, the role of the Panel remained central to the operation of the Fund as the body which scrutinises use of Funds. The following areas were discussed.

Timing: It was agreed that any amended fund arrangements should commence in October 2021. For reference to OLD T's grant arrangements see Appendix below.

There was discussion of current Fund balance and whether the Fund should offer an interim award at this stage to support the GP Surgery project due to its significant within the community. It was noted that when the GP surgery purchase award was made OLD T had been asked to provide an update when available to the Panel on the proposed next steps, including the proposed role of the Fund in relation to the development of the project, which had not yet happened. On balance it was felt that the Trust should be given the opportunity to make a proposal rather than receive an award for something they had not sought support for. There was a preference for this to come in as an application. If the said application exceeded the large grant application threshold of £25,000, OLD T would be advised that a large grant enquiry form was not required and that a Stage 2 application may be submitted. Foundation Scotland would follow this up with OLD T.

Accruals within the Community Fund: In the event of an accrual in the Community Fund at the end of the funding year, it was agreed that the Panel, in conjunction with the Community Council could pro-actively transfer funds to any part of the Fund arrangements.

Return to the Fund: It was noted that the Community Fund would continue to operate open grantmaking and in the light of the OLD T award being discussed at section 5 it was agreed that in exceptional circumstances or if there was a

specific opportunity within the community, OLDT may submit applications to the Old Luce Community Fund. It was agreed that applications for routine ongoing costs such as running costs would not be likely to be looked upon favourably.

Old Luce Community Fund Open Grantmaking: The proposal included the suggestion of amending the current grantmaking arrangements for the Old Luce Community Fund. It was suggested by FS that a light touch application be introduced for lower value grant applications, and that the current grant values for standard grant applications and the two stage process for large grant applications are also reviewed. FS agreed to draft a revised Fund framework would be designed, for discussion and approval by the Panel.

Action: FS to draft a revised Fund framework, for discussion and approval by the Panel.

Fund Promotion: It was agreed by all that this would be an ideal time to promote the Old Luce Community Fund. Suzy informed the Panel that 1-1 Zoom information sessions could be arranged for potential applicants, with further promotion in the community and also to groups who had previously secured promotion. Social media/posters etc would also be utilised to promote the Fund.

Action: Once the revised Fund arrangements have been approved by all, FS to commence Fund promotion.

Glen of Luce Hall: It was agreed that a three year grant would be awarded to support the costs of the Glen of Luce Hall. Marion stated that a grant of approximately £2,500 per annum would be sufficient to cover the necessary costs. Marion agreed to confirm the amount and to also submit a copy of the most recent accounts.

Action: Marion to submit accounts and confirm required grant amount.

Action: Once confirmation of Glen of Luce Hall running costs has been submitted to FS, a grant offer letter to be sent to the group.

Endowment Fund: It was noted that there had been no investment in the Endowment Fund for a number of years and it was therefore agreed that due to the current substantial fund balance, there would be a contribution of 2.5% from the Old Luce Kilgallioch Fund to the Old Luce Endowment Fund during the interim period. FS agreed to confirm this amount and subsequently advise the Panel. After this fund year, the allocation would revert to an annual allocation of £25,000 to the Endowment Fund and under the revised fund arrangements, this would be an annual allocation rather than by agreement. Again, this would be donated from the Kilgallioch Fund due to the generous endowment terms of their legal agreement.

Action: FS to confirm contribution amount to the Old Luce Endowment Fund and arrange transfer of this amount.

Kilgallioch: The question was raised of whether the Kilgallioch allocation would change in the light of the independent Kilgallioch review. FS offered that in theory, the Old Luce allocation could be changed, but that this would require all of the legal agreements to be altered. It was noted however that the Review process is ongoing and not due to complete until June.

5. Grant Applications

The grant applications were discussed and the decision and notes are attached as an appendix.

ACTION: FS to send out grant offer packs.

6. Education and Training Fund

Foundation Scotland had prepared a presentation detailing a proposed Education and Training Fund but due to time constraints, it was agreed that this item would be re-tabled for the July meeting. A number of questions were asked how such a fund would be structured, with FS advising that this would be part of further discussions and that a fund could be tailored to the needs of community and any financial demands on the Old Luce Community Fund. It was agreed that FS would distribute the presentation to the Panel.

ACTION: FS to distribute an overview of an Education and Training Fund to the Panel.

7. Any other Business

None.

8. Date of next meeting

Monday 19th July 2021 at 7.30 pm.

Item	Action	Date	Who
4	FS to draft a revised Fund framework, for discussion and approval by the Panel.	ASAP	FS
4	Once the revised Fund arrangements have been approved by all, FS to commence Fund promotion.	ASAP	FS
4	Marion to submit accounts and confirm required grant amount.	ASAP	MM
4	Once confirmation of Glen of Luce Hall running costs has been submitted to FS, a grant offer letter to be sent to the group.	ASAP	FS
4	FS to confirm contribution amount to the Old Luce Endowment Fund and arrange transfer of this amount.	ASAP	FS
4	FS to send out grant offer pack to OLDLT. The grant offer will include conditions as agreed at the Panel meeting.	ASAP	FS

5	FS to send out grant offer packs.	ASAP	FS
6	FS to distribute an overview of an Education and Training Fund to the Panel.	ASAP	FS

Applicant	Purpose	Amount requested	Amount awarded	Declarations of Interest/ Comments/ Conditions/ Feedback to applicant
Old Luce Development Trust	To support the work of OLD T for three years, recognising their status as the sole community organisation for Old Luce Communities, delivering projects aligned with the Old Luce Research Report priorities and/or other community consultation.	Three year award. £230,000 per annum, plus LED S payment	Three year award. £230,000 per annum plus LED S payment	<p>No Declarations of Interest</p> <p>Discussion:</p> <p>Due to the significant nature of the grant to OLD T, a detailed discussion took place of terms and conditions of grant, with key points as follows:</p> <p>Timing: OLD T’s accounting year ends in March, however the Fund year runs from October to September. FS noted that in Fund administration terms it would be most straightforward if the proposed fund arrangements came into effect on 1st October 2021 at the start of the Fund year. There was a discussion of whether that this may impact OLD T, however it was noted that operating costs to cover this period had already been secured from the Fund by OLD T. It was further noted that it could take some time to finalise the reporting format for the strategic award and it would be appropriate to allow OLD T sufficient time to do this.</p> <p>Reporting: Panel members discussed in which format OLD T should report on the award. It was agreed that reporting should take place on a six monthly basis, in conjunction with the grant being released in six monthly instalments based on a satisfactory report being submitted to FS/Panel. The Panel highlighted the need for impact to</p>

			<p>be a focus of the award. It was agreed that information on outcomes/impact/financial spend would be important to include in the report. It was noted that Foundation Scotland holds some reporting templates which could form a starting point for agreeing reporting format with OLD T and that ideally the reporting would align to whatever forward work or business planning framework OLD T has in place. A copy of the OLD T Trustees Report should also be submitted on an annual basis.</p> <p>Due to the Trust's role as the sole community anchor organisation in the area and the substantial grant award, it was felt that offering an opportunity to all community members to engage with the work of the Trust was appropriate that there should be a condition of grant that OLD T hold a public event once a year that any community member could attend to hear about the work of the Trust and that it would be perfectly acceptable for this to be the Trust's AGM.</p> <p>Accruals within the Trust's award would be subject to conditions of grant so that accruals have a clear purpose and timeframe and would be ringfenced within accounts so that the public can clearly see what is happening with any accrued funds.</p>
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			<p>Existing awards held by OLD T: OLD T were awarded a grant of £231,135 in March 2017 to purchase and redevelop the property known as Brambles Café, Glenluce. It was agreed by the Panel that the remaining sum of £208,992.68 would stand and would not form part of the revised funding arrangements. Additionally, OLD T were awarded a grant of £118,385.52 in January 2021 for their operating costs for a period of three years, with the award commencing in April 2021. It was agreed by the Panel that this award would be rescinded and that the grant would be included in the revised fund arrangements. A two year grant was also awarded to OLD T in March 2020 to operate and maintain Glenluce Public Hall for two years. It was agreed by the Panel that year two of the grant would be rescinded, £15,483.50.</p> <p>Conclusion: The Panel members agreed a block grant to the Old Luce Community Trust (OLCT) was a practical solution and marked a significant shift, however, it was important for the new arrangements that reporting arrangements were agreed. A grant offer of £230,000 per annum was approved for a period of three years, with conditions. The grant would commence on 1st October 2021, with six monthly instalments of £115,000. Additionally, the annual Glenchamber LED S payment would also be granted to OLD T on an annual basis but it was noted that this could not be rolled up into the sum offered</p>
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				<p>due to the contractual arrangements with the owner of the Glenchamber wind farm.</p> <p>ACTION: FS to send out grant offer pack to OLDLT. The grant offer will include conditions as agreed at the Panel meeting.</p>
Old Luce Development Trust	To complete the legal process of obtaining and transferring the ownership of the Lorry Park and Woodside Industrial Estate to Old Luce Development Trust.	£4,751.60	£4,376.00	<p>No Declaration of Interest</p> <p>Discussion: Noted that the Panel members were in favour of the project and would welcome development of the site.</p> <p>Feedback to the Applicant: The Panel are pleased to award a grant of £4,376. It was felt that as this was a specific cost and a quote had been submitted that a contingency of 10% was not necessary.</p> <p>Pre-payment condition: That final costings are confirmed to Foundation Scotland.</p>
Old Luce Community Council	To replace 30 planters in the villages of Glenluce and Dunragit.	£6,660.00	£6,660.00	<p>Declaration of Interest; Fred Murray and Ian Patterson.</p> <p>Discussion: Noted that the addition of planters to the community is welcome by all.</p> <p>Pre-payment condition:</p> <p>That a copy of the signed accounts for year ending August 2020 are submitted to Foundation Scotland.</p>