



**Barr Community Fund
Panel Meeting
Wednesday 22nd September 2021
Barr Village Hall
MINUTES**

1. Welcome and apologies

Panel Members present

Hamish Denham (Chair)	Dave Brown	Dee Lever
John Logan	Jackie Logan	Maggie Bunnett
Tom Walker	Alexander Tait	Karin Nicholls

In Attendance

Clare Graham	Foundation Scotland
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Apologies

Laura Warrender	Wendy Gillon	Gareth Shields - SSE
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The Chair welcomed everyone to the meeting.

Apologies were noted. The Panel were notified that Isabel Kay was no longer a Community Councillor and that Barr Community Council had advised FS that the new representative would be Rob Newsham. Rob was unable to attend this meeting but should be free to attend the next meeting in January and FS would complete a Panel Induction session prior to the next meeting. As the maximum number of Panel members is 12, it was therefore unfortunate that Isabel would have to retire from the Panel.

Prior to the meeting Alex Tait had advised FS of his resignation and the Panel were notified of this. Alex was thanked for his contribution and input to the Panel over many years, as was Isabel.

ACTION: FS to arrange a Panel Induction session with Rob before the next Panel meeting.

2. Panel Updates

Minutes of last meeting

Approval

The minutes of the Barr Community Fund Panel meeting held on 16th June 2021 were approved as an accurate representative of the meeting. Proposed by Alex Tait seconded by Dee Lever

Matters arising not on agenda

None

Outstanding Actions

All the actions were noted as completed.

Policy Updates

None

Foundation Scotland Update

The Panel was advised that Foundation Scotland had distributed a survey asking Panel members for their views on how the Panel operates. A number of Panel members said that they had not received information on the survey and FS agreed to re-distribute.

ACTION: FS to distribute link for Panel survey.

3. Fund Updates

Fund Statement

The Fund statements had been circulated prior to the meeting and confirmation of sums available for distribution as at 31st August 2021, were noted:

Falck Assel Valley Barr -	£145,291.48
Hadyard Hill Barr -	£45,419.52

Clare gave a verbal update on the performance of both the Barr Community Fund Endowment Fund and the Barr Community Fund Endowment Builder Fund. The Panel were advised that the minimum fee on the management of Endowment funds had increased from £250 per annum to £350 per annum.

ACTION: FS to formally advise the Community Council (Maggie Bunnnett and Dee Lever) of the change in the minimum cost of the Endowment Fund.

There were no other fund updates.

4. Grant Applications

Applicant	Purpose of Request	Amount Requested	Amount Awarded
Barr Primary Parent Council	To cover the cost of trips and experiences for children for Barr Primary School and Early Years.	£5,511	£5,511
<p>Hamish Denham declared a conflict of interest and left the meeting (John Logan chaired the discussion on this discussion).</p> <p>Feedback to the applicant: The Panel has approved a full grant and it should be noted that all trips and experiences should commence in line with Scottish Government COVID-19 guidelines which are in place at the time of the activity.</p> <p>Pre-payment: That one quote is provided for each item costing over £300.</p> <p>Post-payment: That the applicant ensures that any future accounts presented with grant applications are for a period of 12 months only. That a list of activities that have taken place and associated costs is included in the Completion Report.</p>			
South Ayrshire Community Transport	To support the running of the bus service for the villages of Barr and Old Dailly, three days a week.	£10,000	£10,000
<p>Feedback to the applicant: The Barr Community Fund Panel has approved a grant award of £10,000. There is a concern over the environmental impact of running a bus with a small number of passengers and the Panel would encourage SACT to investigate vehicles which could contribute to lower fuel costs and a reduction in emissions.</p> <p>Pre-payment conditions: That SACT agrees that these funds will be shown in SACTs annual accounts as ring-fenced for this purpose. That proof of match funding to continue the bus service (SPT and BSOG) is submitted to Foundation Scotland. That Foundation Scotland is provided with quarterly reports on passenger numbers and spend. That the grant will be released in quarterly payments on receipt of a satisfactory report. That confirmation is provided of the start date of the first quarter period which the grant award will cover.</p>			

5. Education and Training Grant Update

As per previous discussions, FS held a meeting with the sub-committee of the Education and Training fund on 13th September. A draft fund framework was discussed and approved and was distributed to the Panel for final approval. The framework was approved and it was

agreed that £5,000 would be ring-fenced from the SSE Hadyard Hill Barr Fund and Falck Assel Valley Barr Fund – a total of £10,000. This would be reviewed at the Panel meeting in January 2022. Decision making on applications to the E&T Fund will be made by the sub-committee of Maggie, Karen, John and Wendy. A Terms of Reference will need to be drawn up for the sub-committee. Decision making on applications to be the Barr Fund will be via Zoom, on a six weekly basis. Dates to be distributed.

It was agreed that the establishment of the E&T Fund would be publicised via posters, social media and an article in the Barometer newsletter. The fund will open on 1st November 2021.

ACTION: A draft Terms of Reference to be drawn up for the E&T Fund sub-committee for approval. The E&T Fund to be publicised before the launch on 1st November 2021.

6. Barr Community Council Small Grants Update

FS advised the Panel that discussions had taken place with the Barr Community Council regarding the administration of the small grants. No action currently required.

7. Any other Business

Future Panel meetings

It was agreed that the Panel dates would follow the same pattern as previous years. FS to advise the Panel of application closing dates and Panel meeting dates for 2022. Future Panel meetings will be held face to face or via Zoom depending upon Scottish Government guidelines which are in place at the time.

ACTION: FS to advise the Panel of application closing dates and Panel meeting dates for 2022.

Panel members

FS advised that due to the resignation of Alex Tait there was now one vacancy on the Panel. It was agreed that the position would be openly advertised on local social media, with a closing date for note of interest. FS to advise the Panel of number of applicants and the next stage of the process would then be agreed.

ACTION: FS to advertise the Panel vacancy, with a closing date to be included. Panel to be advised of number of applicants after the closing date and agree the next steps of the recruitment process.

Venue Cost

Maggie advised that an invoice would be forward to FS to cover the cost of room hire.

ACTION: FS to arrange payment of invoice once received.

Summary of actions:

Who	What	By when
FS	FS to arrange an Induction with Rob before the next Panel meeting.	Before 12.01.22
FS	FS to distribute link for Panel survey.	ASAP
FS	FS to advise the Community Council (Maggie Bunnnett and Dee Lever) of the change in the minimum cost of the Endowment Fund.	ASAP
FS	A draft Terms of Reference to be drawn up for the E&T Fund sub-committee for approval.	ASAP
FS	The E&T Fund to be publicised before the launch on 1 st November 2021.	ASAP
FS	FS to advise the Panel of application closing dates and Panel meeting dates for 2022.	ASAP
FS	FS to advertise the Panel vacancy, with a closing date to be included. Panel to be advised of number of applicants after the closing date and agree the next steps of the recruitment process.	ASAP
FS	FS to arrange payment of room hire invoice once received.	ASAP

**Date and venue of next Panel meeting
Wednesday 12th January 2022
Venue – TBC**

Date of Education and Training Fund sub-Panel meeting to be advised.