



**Directors Meeting
Thursday 20 August 2020
via video conferencing due to covid-19 'lockdown'**

Present

Geoff Peart, Jeremy Wilkinson, Edmond Mansion, Jill Patrick, Iain Gulland, Douglas Johnston, David King, Gavin Fleming, Stuart Ogg, Barbara Linklater, Mairi Jackson, Gill Bell

Apologies

There were no apologies.

1. Declarations of interest

There were no declarations of interest with respect to the scheduled agenda items.

2. Minutes of Previous Meeting

Minutes of the previous meeting held on Thursday 2 July 2020 were proposed by Jill and seconded by Iain and were accepted as an accurate record of the meeting.

3. Follow up actions (Ongoing actions)

All actions from previous meetings completed other than the following ones which are ongoing. Some actions have been updated following discussion at this meeting:

- a. Jeremy to create structure for Dropbox which Edmond will then upload and circulate details to all Trustees about how to access them.*
- b. Discussion to develop marketing of Community Centre, progress on this will be made once current Covid-19 situation improves and the Scottish Government allows community centres to reopen.*
- c. GDPR statement to be reviewed and updated if required by Edmond, with help from Jeremy.*
- d. Trust Strategic Plan 2020-25 - to be presented to members at next AGM and then published on website/Bugle once final amendments from Community Council have been incorporated.*
- e. Code of Conduct will be completed once agreement had been reached by all parties*

on the documents governing operations of the Windfarm Fund and Panel.

- f. Three way meeting between the Trust, Windfarm Panel Chair and Foundation Scotland will be arranged with the purpose of clarifying any outstanding issues and to advise on interpretation and translation.

4. Administrator role

Following resignation of Carol from the administrator role and taking her comments into consideration, after discussion, it was agreed that:

- a. Any comments on the existing job description should be submitted by Friday 28 August 2020
- b. A small sub group Douglas, Stuart, Gill and Alison to oversee the recruitment process
- c. Priorities for the role include support for the Windfarm Fund Panel, keeping the website up to date including promotion of the Windfarm Fund, managing Community Centre bookings and production of the Bugle
- d. Promote the role possibly as one that a self-employed person might be interested in, with an overall budget for all tasks of £2000 per annum
- e. Advertise the role through the Bugle, Noticeboard and Facebook Page to see whether there is any local interest in the role.
- f. Douglas to prepare and submit new application to Windfarm Fund Panel for ongoing financial support for administration role.

Actions:

Sub group to arrange advert after all comments have been received on the existing job description for the administrator role and then arrange to advertise the role and review applications.

Douglas to request invoices from Community Centre cleaner.

5. Company Secretary Report

Jeremy indicated that there were no outstanding Company Secretary matters.

6. Treasurers Report

Douglas explained the current financial position of the Trust referring to the spreadsheet he had circulated prior to the meeting. He noted that:

- a. there was around £1812 in late payments still to be collected. Dave agreed to help Douglas recover these monies.
- b. he would prepare an application to the Windfarm Panel for the Sinking Fund for the Community Centre and for the administrator role.
- c. there had been an additional £700 spent in relation to Covid including signage and various works/services.
- d. the 30 day notice for invoice payments was now displayed
- e. overall due to the business support grant the financial position of the Trust was

reasonable but it was important that we start getting an income from users again.

7. Community Centre

In relation to the reopening of the Community Centre, it was noted that it had been repainted and various works carried out to comply with the Fire Risk assessment and the requirements to address the Covid situation. This included setting aside the upholstered chairs which were now in storage to ensure they are not used. There had been one or two organisations starting to use the Centre again including the Afterschool Club.

A deep clean is now carried out every Tuesday with a checklist being completed to ensure all essential work is regularly carried out.

It was noted that the Scottish Government's advice regarding Covid was aimed at users of facilities and not the owners of Community Centres. In effect all users of these facilities have to undertake their own risk assessment. It is their responsibility to comply with the various instructions and guidance which have been issued by the Scottish Government as well as the signs now displayed at the Community Centre. The guidance for users is now available on the website and was recently circulated by Carol. It was acknowledged that it would not be possible for two different groups to use the Centre at the same time due to social distancing regulations.

Actions:

In order to help users meet the social distancing rules it was agreed that users could use all rooms for the same charge as normally made for one room. This arrangement would be applied for one 'session'/term only.

Douglas to contact Carol to ensure updated conditions are on website and that the decision regarding charges is publicised. He will also finalise the risk assessment which has already been started.

On behalf of the Trust Iain thanked Douglas, Jeremy and everyone else who had been involved in preparing the Community Centre for reopening as this had involved a significant amount of effort and time.

8. Windfarm Fund Update

Stuart noted he was waiting to hear back from Foundation Scotland on feedback about the proposed changes to the various Windfarm Fund documents. He agreed to chase up.

Action Stuart to contact Foundation Scotland about a possible date for a meeting. If possible this could be held in the Community Centre with social distancing in place.

The new template showing all projects considered by the Windfarm panel prepared by Stuart and Douglas has been submitted to Foundation Scotland. A pdf version of this will now be posted on the website so that potential applicants can see what has been approved and declined by the Panel.

Action: Douglas to produce pdf version of the template for Carol to place on the website.

9. Proposed New Windfarm development

Geoff explained that a meeting had been held with the developers of the proposed new Windfarm and a full note prepared and circulated by Jeremy who attended the meeting on behalf of the Community Council. The developers were very interested in the fact that Gargunnoch and the other communities had established their own mechanisms for administering the community benefit monies from the Kingsburn Windfarm. They indicated that they did not necessarily want to 'reinvent the wheel' if they can help it. There was also discussion about the option of purchasing one of the turbines by the 6 communities affected by the current proposals. Clearly this would have to be agreed by all parties involved as it would require a new legal entity to be established. It was noted that Fintry had already exercised this option from an earlier windfarm development so there was expertise to call on if this option was taken any further.

Jeremy raised concerns about the existing Windfarm Facebook page which still appeared to be live. It was agreed that this should be taken down and that the Trust should establish its own Facebook Page as this would then allow it to promote the Windfarm Fund through this medium especially on the Gargunnoch Community Facebook Page.

Action: Iain to liaise with Carol to establish a Facebook page for the Trust and to delete the existing one for the Windfarm Fund.

Paths update

Geoff reported that Sustrans had now agreed £158k for the next phase of the Gargunnoch to Stirling link. A key aspect of this next phase is for the consultant to start more detailed consultations with the landowners. The planned meeting with Mr Stirling has yet to take place, still waiting for a time/date from him. Iain is continuing to try and make contact. An ecology study of the preferred route has been undertaken. Geoff still has to review this to see whether there are any major concerns/issues; Gavin has scanned it but doesn't believe there are any significant matters.

Jeremy noted that through the Local Access Forum he was aware that the Doune to Callander route was progressing very quickly. He also noted the issue of the core paths through the new woodland proposed on Leckie estate.

There was further discussion about the possibility of joining up some of the paths through the access roads to the existing and proposed Windfarms. Seemingly the land owners are already experiencing nuisance from walkers etc. Additionally, the Windfarm developers only lease the sites with associated access for the windfarms so any new access arrangements would have to be negotiated with the landowners.

Jeremy also noted that he had been touch with the Stirling Council's Access Officer about Charlie's Loan and hoped that further progress could be made. It was agreed that Jeremy should take that forward with the Council.

Action: Jeremy to follow up the Charlie's Loan path with Stirling Council's Access Officer.

10. Newsletter

The July issue had been very successful with plenty of content. The next issue would be late September with a further one planned for November. We will be able to use the September issue to encourage applications for the Windfarm Fund, promote the

Administrator role and highlight the fact that the Community Centre is now open and the new arrangements for users.

Action: Iain to liaise with Carol re: plans for September issue of Bugle.

11. AGM

Following discussion it was agreed that the arrangements for the AGM would be discussed at the next meeting in October.

12. AOB

Consultation re: Shelloch Windfarm proposal

Douglas noted that he had circulated a draft paper outlining a proposal regarding the Shelloch Windfarm proposals. It was agreed that this should now be submitted to the communications team managing the consultation on behalf of the developers. Jeremy noted that when they had met he had asked for an extension to the original consultation period which had been agreed.

Action: Douglas to send the paper, as drafted, in response to the consultation process.

Website

Jeremy noted that he had proposed revisions to the details about the Trust for the website. These had been circulated and were approved at the meeting. He had also suggested revisions to the membership form which was also on the website. Douglas felt it would be useful to have the membership form in a format which could facilitate online signing. Douglas agreed to convert the form into a pdf which could be signed and returned online. There was discussion about the £1 membership fee as to whether this was required. This would be reviewed in the context of the Articles of Association.

Actions:

Jeremy to send revised Trust details to Carol for the website.

Douglas to convert membership form into a pdf file which can be signed online, and then send to Carol for the website.

It was agreed that we would do a membership push through the Bugle for new members, possibly including something in every edition of the newsletter.

Bite and Blether

The Trust discussed whether Bite and Blether should be reinstated. After discussion due to the current restrictions which have to be applied to such events and there would be a clash with the Toddlers Group in terms of social distancing, it was agreed that no further action would be taken at this stage to reintroduce Bite and Blether.

Action: Iain to follow up with Carol.

13. Planned future Trust meetings for 2020 (subject to Covid-19 impact)

22 October 2020

10 December 2020

Windfarm Fund Advisory Panel

5 October 2020

Bugle publication dates

(Based on publication pattern from previous years)

September 2020

November 2020