

Distributing Harestones  
Community Benefit on behalf  
of ScottishPower Renewables



Helping communities  
to make positive  
changes

## Annandale & Nithsdale Community Benefit Company

### Actions from Board Meeting 11<sup>th</sup> February 2021:

| Item | Action                                                                                              | Date                                 | Who       |
|------|-----------------------------------------------------------------------------------------------------|--------------------------------------|-----------|
| 5.3  | Continue to investigate setting up online banking with CAF                                          | ASAP                                 | Treasurer |
| 5.5  | Include a request for Directors within the Member Update                                            | ASAP                                 | FS        |
| 5.6  | Remind members of date of AGM – 14 <sup>th</sup> June 2021                                          | ASAP                                 | FS        |
| 6.1  | Draft survey for members and to send round possible dates in April for the Fund Review workshop     | ASAP                                 | FS        |
| 7.1  | Sign SPR due diligence statement on behalf of the Directors                                         | By 31 <sup>st</sup><br>March<br>2021 | Chair     |
| 7.2  | Amend Fund Factsheet to include new category 'contribution to Net Zero/Emission Reduction targets.' | ASAP                                 | FS        |

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## Annandale & Nithsdale Community Benefit Company

**Board Meeting**  
**Thursday 11<sup>th</sup> February 2021, 6.30pm**  
**Videoconference**

### MINUTES

#### Directors Present:

|                             |                         |
|-----------------------------|-------------------------|
| Martin Brown (Chair)        | Kirkpatrick Juxta       |
| Russell Stuart (Vice Chair) | Heathhall               |
| Helen Haggart (Treasurer)   | Lockerbie               |
| Alistair MacFadzean         | Dunscore                |
| Mike Steele                 | Closeburn               |
| Robert Gladstone            | Keir                    |
| Moira McCrossan             | Glencairn               |
| David Booth                 | Moffat                  |
| Rory MacKail                | Dalton & Carrutherstown |

#### In attendance:

|               |                     |
|---------------|---------------------|
| Gillian Arnot | SPR                 |
| Sam Bramwell  | Foundation Scotland |

#### 1. Welcome and apologies

The Chair opened the meeting and welcomed everyone.

#### 2. Apologies/quorum

There were no apologies. The meeting was quorate (quorum is four Directors present).

#### 3. Minutes of last meeting

##### 3.1 Approval

The Minutes were approved by all.

##### 3.2 Matters arising not on agenda

There were no matters arising.

##### 3.3 Outstanding actions

There were no outstanding actions.

#### 4. Grant Applications

| Grant Applicant                     | Project Description                                                                                     | Amount Applied For | Amount Awarded | Conflicts of Interest/ Conditions of Award/Feedback to applicant                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-------------------------------------|---------------------------------------------------------------------------------------------------------|--------------------|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Cairn Valley Community Transport    | To assist with the costs of re-launching the Cairn Valley Community Transport services from April 2021. | £1,660             | £1,660         | <p>Conditions: That a signed copy of the 2020 accounts is submitted to Foundation Scotland.</p> <p>That an appropriate safeguarding policy is adopted by CVCT and is submitted to Foundation Scotland.</p> <p>That CVCT amends its constitution to stipulate an actual reserves policy based on the amount that a replacement van is likely to cost. A copy of this proposed amendment, to be adopted at the next AGM, must be submitted to Foundation Scotland.</p> <p>That quotes, or evidence of costs, are provided for website training, safety inspections, and medicals.</p> <p>That Cairn Valley Community Transport compiles a business plan. This plan should be included in any future applications made by CVCT to ANCBC.</p> |
| Dumfries and Galloway Arts Festival | To contribute to all associated costs in delivering a ten-day arts festival in communities and online.  | £5,000             | £5,000         | <p>Board Comments: Questioned whether the organisation would be receiving more funding increasing its reserves. FS Note - question asked of applicant and all reserves being used for this year's programme or had been paid out in artists fees for cancelled events as per Creative Scotland's advice.</p> <p>Conditions of Award: That copies of match funding already secured are provided.</p> <p>That at least one quote is provided for all items costed over £200.</p> <p>That ANCBC's contribution is acknowledged in promotional materials and festival literature.</p>                                                                                                                                                         |
| Bardennoch                          | To contribute to the costs of creating a short film in Moniaive.                                        | £5,091.04          | No award       | <p>Reasons for rejection: The Board is of the view that the wider project could enhance opportunities for local artists and film makers to get experience, make connections to each other, and show-case their work, however, the benefit to the wider community for the film-making part of the project is not strong enough to enable it to give an award. The Board encourages the group to strengthen its constitution, financial processes and widen its membership before re-applying to the fund for a project which offers wider community benefit.</p>                                                                                                                                                                           |

|                                               |                                                                                                                                                                                                              |         |          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
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| Alive Community Radio SCIO                    | To contribute to the costs of refurbishment and to ensure the radio station's new premises have fire and intruder alarms so that they are safe and secure.                                                   | £4,789  | No award | DoI: Moira McCrossan<br>Reasons for rejection: The Board is of the view that there is too much uncertainty about the number of listeners to the radio station who are resident within the ANCBC area of benefit to enable it to award a grant. However, it is supportive of the positive work that Alive Community Radio SCIO is doing to train young people and an application which focuses on costs relating to this training could provide more evidence of direct community benefit.                                                                                                                                                                                                                                                         |
| Glen Aros Church SCIO                         | To contribute to the costs of the refurbishment of the building to ensure it complies with current health and safety legislation; to reduce its carbon footprint; and to make it more comfortable for users. | £19,500 | No award | Reasons for rejection: The Board is supportive of providing improved community facilities; however, it is concerned that membership of Glen Aros Church SCIO is restricted to members of the church only. Any future application to ANCBC should demonstrate how the organisation has opened its membership to non-church members and provide stronger evidence of wider community benefit and involvement.                                                                                                                                                                                                                                                                                                                                       |
| Friends of the Ukrainian POW Chapel Lockerbie | To contribute towards the costs of providing essential maintenance, repairs and renovation works on the chapel to maintain its integrity.                                                                    | £20,000 | £13,823  | Feedback: The Board initially approves an award of £13,823 which is 50% of the evidenced costs of the project and is in line with ANCBC's match funding criteria. However, this award may be increased if the grantee can provide quotations to evidence the cost of the drainage work required.<br>Conditions of Award: That three quotes or evidence provided that quotes have been sought for each item over £2,000. That revisions are made to the constitution as per Foundation Scotland guidance to ensure an appropriate asset lock is in place.<br>That large grant terms and conditions apply.<br>That evidence that appropriate permissions are in place if required.<br>That evidence of appropriate buildings insurance is provided. |
| The People's Project                          | To create an orchard and outdoor learning space at Dumfries Academy for use by pupils and the community                                                                                                      | £20,000 | No award | Reasons for rejection: Whilst the ANCBC Board is supportive of more and improved community spaces, it has concerns about how permanent the orchard and outdoor learning space would be given that the land is not owned or managed by The People's Project. It is also of the view that there is insufficient demonstration of financial                                                                                                                                                                                                                                                                                                                                                                                                          |

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|-----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                               |                                                                                                                                                                      |           |           | need for the grant given the current level of reserves.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Lochmaben Heritage Community Trust            | To develop a heritage centre within Lochmaben Town Hall as an attraction for the local community and visitors to the town.                                           | £1,769.47 | £1,769.47 | <p>Conditions of award: That the constitution is strengthened and should at least include:</p> <ul style="list-style-type: none"> <li>- that membership is open to everybody and is free.</li> <li>- the minimum number for the management committee.</li> <li>- quorum for meetings should be a minimum of 3 or 50% of elected members, whichever is higher.</li> </ul> <p>That a quote for the photographer and the printing is provided.</p> <p>That a copy of the Trust's safeguarding policy is submitted to Foundation Scotland once it has been adopted.</p> <p>That the project is carried out in accordance with Covid-19 restrictions in place at the time.</p> <p>That the Trustees consider writing a business plan for Lochmaben Heritage Community Trust.</p> |
| Moniaive Playcare                             | To extend the existing nursery building in order to meet demand and improve the facilities offered.                                                                  | £18,000   | £18,000   | <p>Conditions of award: That evidence of the purchase of the building is provided.</p> <p>That evidence is provided that at least three quotes have been sought for the main refurbishment contract.</p> <p>That evidence of planning permission being in place is provided.</p> <p>That evidence of sufficient match funding for the project to proceed as planned is provided.</p> <p>That large grant terms and conditions apply.</p> <p>That the signed accounts to end April 2020 are provided to Foundation Scotland as soon as they are available</p>                                                                                                                                                                                                                |
| Dumfries Ice Bowl Curling Association (DIBCA) | To promote curling to juniors and to offer a sporting and social environment for newly injured or newly diagnosed wheelchair users to continue their rehabilitation. | £4,990    | £4,990    | <p>Feedback: The Board is keen to provide benefit to as many communities as possible within the ANCBC area of benefit and, therefore, recommends that Dumfries Ice Bowl Curling Association further develops links with Lockerbie Ice Rink to support its delivery of this project.</p> <p>Conditions of award: That three quotes are provided for the 10 Indoor Kurling Kits.</p> <p>That evidence is provided that all equipment will be covered by an insurance policy maintained by DIBCA.</p> <p>That a signed copy of the 2020 accounts is provided when available.</p>                                                                                                                                                                                               |
| Dumfries and District Flower Club             | To provide a contribution towards the costs of a flower                                                                                                              | £5,000    | £5,000    | <p>Feedback: The Board confirms that this award can be spent over 18 months rather than the usual 12 months due to</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

|                                    |                                                                                                                                                                             |           |         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                    | festival to be held at Crichton Memorial Church, Dumfries in September 2022 to mark the club's diamond anniversary.                                                         |           |         | the festival not taking place until September 2022. It is presumed that Covid-19 restrictions will have eased/ended by then, however, it is recommended that Dumfries and District Flower Club keep Foundation Scotland updated with progress and also confirm that the event will be going ahead as planned.<br>Conditions of award: That evidence of appropriate event insurance is provided. That support by ANCBC for the festival is acknowledged on printed and promotional materials.                                                                   |
| Lower Nithsdale Young Farmers Club | To provide a contribution towards the costs of a flower festival to be held at Crichton Memorial Church, Dumfries in September 2022 to mark the club's diamond anniversary. | £3,559.74 | £3,560  | Feedback: The ANCBC Board has agreed that the grant award can be spent over 18 months rather than the usual 12 months due to the pandemic. It is presumed that Covid-19 restrictions will ease later this year, however, it is recommended that Lower Nithsdale Young Farmers Club keep Foundation Scotland updated with its progress in delivering this project.<br>Conditions of award: That independently examined accounts are submitted to Foundation Scotland.<br>That events will be run in accordance with Covid-19 restrictions in place at the time. |
| Moffat Mountain Rescue Team        | To update existing equipment including rucksacks, avalanche transceivers, harnesses, helmets, thermarests, stick bars, zarski shelters and LED torches.                     | £15,166   | £14,962 | Feedback: The Board has approved a grant of £14,962 which is 50% of the total project cost and in line with ANCBC match-funding criteria.                                                                                                                                                                                                                                                                                                                                                                                                                      |

Moira McCrossan expressed unease at the meeting about the Board's decision to reject the Alive Community Radio SCIO application. A written response from Moira regarding this and her concern that there is not an opportunity for applicants to answer queries the Board may have was circulated to Directors after the meeting.

## **5. Finance & Governance**

### **5.1 ANCBC Treasurer's Report**

The Treasurer's report had been circulated with the papers and an update was given.

### **5.2 Foundation Scotland Fund Statement and Grant-making report**

The FS Fund Statement and Grant Making Report was noted. An update on the progress of funded projects was given.

### **5.3 Assessing financial risk**

Helen is still exploring how to set up online banking with CAF.

**ACTION: Treasurer to continue to investigate setting up online banking with CAF.**

### **5.4 Community Council Membership and Local Grant Scheme**

The Chair gave an update on the local grants scheme including details of how many local grants had been released this year and progress made in relation to receiving monitoring reports or repayment of outstanding funds from disestablished community councils.

### **5.6 Recruitment of Directors**

It was noted that recruitment for new Directors from the East and South regions would continue.

**ACTION: FS to include a request for Directors within the Member Update.**

### **5.7 Planning for AGM**

It was agreed to plan for the AGM to take place by videoconference on Monday 14<sup>th</sup> June 2021 as it seemed very unlikely that a face-to-face meeting at St. Georges Hall would be able to take place by June.

**ACTION: FS to remind members of date of AGM.**

## **6. Foundation Scotland updates**

### **6.1 Fund Review Planning**

A draft agenda for the fund review workshop had been circulated prior to the meeting. The agenda was agreed. It was also agreed to send out a short survey to all ANCBC members as part of the fund review process.

**ACTION: FS to draft survey for members and to send round possible dates in April for the Fund Review workshop.**

## **7. Any Other Business**

### **7.1 SPR Due Diligence Statement**

The due diligence statement had been circulated with the papers. It was agreed that this could be signed by the Chair on behalf of the Directors.

**ACTION: Chair to sign the due diligence statement on behalf of the Directors.**

### **7.2 SPR New Project Category – contribution to Net Zero/Emission Reduction targets.**

It was noted that SPR had added a new project category to its reporting template and it was agreed to include the new category of 'contribution to Net Zero/Emission Reduction targets' in the Fund Factsheet as a priority issue for the Fund. It was also noted that projects could include mitigation as well as reduction of emissions.

**ACTION: FS to amend Fund Factsheet to include the new category 'contribution to Net Zero/Emission Reduction targets.'**

## **8. Date of Next Meeting**

The next deadline for applications was Friday 19<sup>th</sup> March 2021 and the next Board meeting would be Thursday, 13<sup>th</sup> May 2021 at 6.30pm by videoconference.