



Annandale & Nithsdale Community Benefit Company

Actions from Board Meeting 12th May 2022:

Item	Action	Date	Who
3.2	Include Action on Climate Change presentation on the October agenda.	By next meeting	FS
3.2	RH Youth Organisation invitation to be sent to Helen who would respond directly.	ASAP	FS/Treasurer
3.3	Arrange a meeting with Kilgallioch Community Benefit Company (and other community companies) to discuss the proposal of jointly recruiting a 'social media' intern/communications consultant.	ASAP	FS/Sub-committee
3.3	Send out revised local grants paperwork in early September to enable eligible Community Councils to report on and draw down local grant allocations.	By September	FS
3.3	Provide an updated Services Contract	ASAP	FS
3.3	Send out Spring Member Update and promote ANCBC director vacancies more widely across the area of benefit.	ASAP	FS
8.0	Book a room at Dumfries Baptist Church Centre for the next Board meeting on 6 th October 2022	ASAP	FS

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Community Benefit on behalf
of ScottishPower Renewables



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to make positive
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Annandale & Nithsdale Community Benefit Company

Board Meeting
Thursday 12th May 2022, 6.30pm
Dumfries Baptist Church Centre, Gillbrae Road, Dumfries, DG1 4EJ

MINUTES

Directors Present:

David Booth (Chair)	Moffat
Alistair MacFadzean	Dunscore
Robert Gladstone (Vice Chair)	Keir
Moira McCrossan	Glencairn
Helen Haggart (Treasurer)	Lockerbie
Alice Stilgoe	Penpont
Liam O'Neill	Moffat
Robert Watson	Torthorwald

In attendance:

Sam Bramwell	Foundation Scotland
Amy Aitken	SPR

Apologies:

David Roulston	Kirkmichael
Gillian Arnot	SPR

1. Welcome and apologies

The Chair opened the meeting and welcomed the new directors to the Board, Liam O'Neill and Robert Watson, and also welcomed Amy Aitken from SPR. All introduced themselves.

2. Apologies/quorum

The meeting was quorate (quorum is four Directors present).

3. Minutes of last meeting

3.1 Approval

The Minutes of 10th February 2022 were approved by all.

3.2 Matters arising not on agenda

It was agreed that the Action on Climate Change presentation would be an agenda item for the following meeting.

Action: FS to add Action on Climate Change presentation to the October agenda.

The RH Youth Organisation were planning an Activity Day on 9th July at Lockerbie Ice Rink and they had invited ANCBC to attend. Helen agreed to attend on ANCBC's behalf.

Action: FS to send invitation to Helen who would respond directly to RH Youth Organisation.

The Arts Festival D&G had invited ANCBC to attend a launch event on 20th May. No directors were available on this date.

The Board agreed that the second tranche of the Better Lives Partnership grant of £6,474 could be released to enable the group to extend the employment of the Employability Support Worker.

There were no other matters arising.

3.3 Outstanding actions

Sam reported that she is waiting for an update from Kilgallioch regarding the arrangement of a joint meeting.

Action: FS/Sub-committee to arrange a meeting with Kilgallioch Community Benefit Company (and other community companies) to discuss the proposal of jointly recruiting a 'social media' intern/communications consultant.

Sam reported that the revised paperwork for local grants would be in place by August and that they were due to be sent out to Community Councils in early September.

Action: FS to send out revised local grants paperwork in early September to enable eligible Community Councils to report on and draw down local grant allocations.

Sam reported that she was waiting for the FS Services Contract to be updated which she would then share with the Chair.

Action: FS to provide an updated Services Contract.

FS was still to promote ANCBC director vacancies more widely across the area of benefit.

Sam reported that she would send out the Spring Member Update in the next few weeks and that she would promote the ANCBC director vacancies more widely across the area of benefit.

Action: FS to send out Spring Member Update and promote ANCBC director vacancies more widely across the area of benefit.

There were no other outstanding actions.

4. Grant Applications

Conflicts of interest were declared by Moira, Alice and Robert.

Applicant	Project Description	Amount applied for	Amount Awarded	Feedback to Applicant/Conditions
Scottish National	To assist with core costs associated with the organisation and running of the Scottish National Sheep Dog Trials, Thornhill in August 2022.	£5,000	£5,000	Feedback: Taking into account the fact that the level of funds raised to cover the running of the trials will not be known until just before or even after the event has taken place allowing for gate takings, the ANCBC Board has awarded the full £5,000 requested with £3,000 to be released as soon as pre-payment conditions have been met, as this is the currently estimated gap in the funding package, and the remaining £2,000 to be released if required due to a shortfall in sponsorship, advertising etc. Conditions of Award: Pre-payment: That an up-to-date quotation is provided for the road and event signage, or confirmation that the prices still stand. That evidence of there being a shortfall in the total funds raised is provided before the remaining £2,000 grant is released. Post-payment That ANCBC support is acknowledged on event material and the ISDS website. That a copy of any impact survey conducted is provided alongside the end of grant report.
Old School Thornhill	To assist with the capital costs of redeveloping the Old School into a creative community space and to contribute to the cost of	£20,000	£20,000	Feedback: The ANCBC Board has approved the release of £5,000 immediately. This will be to support taking forward the Development Trust Strategy.

	activities whilst the build is underway.			<p>The remaining £5,000 revenue grant will be released upon receipt of a satisfactory six-month progress report. The £10,000 grant towards capital costs will be released once pre-payment conditions have been cleared and a satisfactory six-month progress report has been submitted.</p> <p>Conditions of Award: Pre-payment: That the revenue funds are released in two equal tranches with a six-monthly short impact report being provided together with a final breakdown of costs before the second tranche of £5,000 is released. That evidence of sufficient match funding being in place to deliver the planned capital project is provided. That an open and transparent procurement process takes place, and a copy of the tender report is provided. That evidence of planning permission, building warrant, and all necessary consents are provided. Post payment: That a plaque acknowledging ANCBC support is displayed at the facility and ANCBC support is also acknowledged in promotional materials.</p>
Southern Uplands Partnership	To assist with the costs of Moffat 2022 - A Festival for Eagles.	£5,000	£5,000	<p>Conditions of Award: Pre-payment: That evidence of match funding from Dumfries & Galloway Council is provided. That at least one quote is provided for costs over £300. Post-payment: That a festival project plan and an evaluation report are produced as a blueprint to support the local community in taking its organisation in future years and to provide as evidence of its impact to potential funders of future events. That support by</p>

				ANCBC is acknowledged on promotional and display materials and copies provided with the End of Grant report.
The Stove Network Limited	To complete a series of physical improvements to the community café and community venue space.	£7,099	£7,099	Conditions of Award: Pre-payment: That evidence of required planning consent and building warrant for the works is provided. That evidence of landlord's consent is provided. That at least two quotes are provided for the builder's works. Post-payment: That acknowledgement is made of the support by ANCBC on publicity materials, social media etc.
Moniaive Initiative (SCIO)	To contribute to funding the purchase and installation of Vehicle Activated Signage (VAS) at three entrance points to Moniaive.	£8,704.69	Refused	DoI: Moira McCrossan Feedback: It is the view of the ANCBC Board that if there is a road safety risk to residents then it should be the local authority's responsibility to pay for / or contribute towards the costs of any Vehicle Activated Signage (VAS) required.
Nith Inshore Rescue	To contribute to the cost of 12 new handheld VHF radios to be used by volunteers when delivering inshore rescue services	£5,000	£4,525	Feedback: The Board has awarded £4,525 which is 75% of total project cost. This meets the ANCBC match funding criteria. Conditions of Award: That a copy of a satisfactory safeguarding policy is submitted to Foundation Scotland.
LIFT D&G	To contribute to the costs of Lochside Gala.	£5,000	£3,124	Feedback: The minimum for impact amount has been awarded as the staff costs included appear to be already funded through the National Lottery. Conditions of Award: Pre-payment: That quotes are provided to support the hire costs of the entertainment rides, bouncy castles, and musical entertainments.

Glencairn and Tynron Horticultural Society	To contribute towards the cost of the 2022 Moniaive Flower Show.	£3,000	£3,000	Feedback: The ANCBC Board is supportive of this application, however, it is of the view that the Society should seek support from other sources, including through its own fundraising, rather than applying to ANCBC for funding on an annual basis. Conditions of Award: Pre-payment: That confirmation is provided that GTHS will meet the funding shortfall of £445 from its reserves. That evidence of match funding from Glencairn CCWF Fund is provided. A previous condition was to explore insurance to cover assets and activities throughout the year. That confirmation is provided that this has been explored. Post-payment: That the support of ANCBC is acknowledged in any promotional materials and in the show brochure.
Robert Burns Ellisland Trust	To contribute towards the costs of a programme of events in 2022 and early 2023 to bring more people into Ellisland.	£3,000	£3,000	Conditions of Award: Pre-payment That quotes are provided for the artists' fees, materials, and speakers' costs. That evidence of match funding is provided. That acknowledgment is made of the support from ANCBC in promotional materials.
Kirkpatrick Juxta Community Council	To contribute towards the costs of installing outdoor gym equipment in Beattock play park.	£9,814	£9,814	Feedback: That evidence of match funding is provided. Post payment: That the grant is restricted to 50% of the actual costs, and that any underspend on grant is returned to Foundation Scotland. That support by ANCBC is acknowledged on a signboard situated at the play park.
Bump, Baby and Beyond	To contribute towards the costs of running parental support groups in Dumfries.	£5,000	£5,000	Conditions of Award: Conditions Pre-payment:- That a copy of the signed and adopted constitution is provided. That at least one quote for equipment and resources costing over £300

				is provided. Post-payment: That acknowledgment of ANCBC support is provided on promotional materials.
Arthur Trail Association	To contribute towards the funding of a feasibility study for the development of a Scottish Dark Age Visitor Experience	£15,000	Refused	<p>Feedback: The Board is not convinced that there is sufficient merit in this project to justify it being supported by the ANCBC Fund.</p> <p>Conditions of Award: Pre-payment: That large grant terms and conditions apply with payment being released upon receipt of invoices. The grant can be released in staged payments if required. That match funding is secured, and evidence is provided to Foundation Scotland. That confirmation that the work will be guaranteed is provided.</p>
Lochmaben Tennis Club	To contribute towards the removal of the decking area at the tennis club and the resurface of both courts.	£20,000	£18,000	<p>Feedback: It is recommended that Lochmaben Tennis Club considered strengthening the dissolution clause to ensure that all assets after payment of debts shall be transferred to an organisation having similar charitable objectives within the local area to the club; and also to incorporate a maximum and minimum number of committee members rather than the fixed seven members, which would offer more flexibility as people naturally become more involved in the club or take a step back.</p> <p>Conditions of Award:</p>
RAW Restoring Annan's Water	To contribute towards the start-up costs of a community tree nursery.	£2,000	£2,000	<p>Conditions of Award: Pre-payment: That RAW develops safeguarding and volunteering policies to support its community engagement work and provides copies of these. That RAW obtains appropriate insurances including public liability and to cover replacement of the polytunnel should it be damaged and</p>

				provides evidence that it has done this. That RAW provided evidence of at least a two-year lease being in place for the rental of a site for the nursery. That RAW updates its constitution to ensure its asset lock is charitable and provides evidence that this has been adopted.
Keir Community Council	To contribute towards the upgrading of the village hall.	£9,500	£9,500	DoI: Robert Gladstone Conditions of Award: Post-payment: That ANCBC is acknowledged as having supported the project.
KPT Development Trust	To fund a project manager to take forward the Penpont to Thornhill Active Travel Path project.	£17,78	£17,780	DoI: Robert Gladstone Conditions of Award: Pre-payment: That any formal offer of a grant should be addressed to KPT Development Trust. That a copy of the 2021 accounts signed by the independent examiner is provided. That the overdue confirmation statement on Companies House is addressed. That evidence of planning consent is provided. That evidence is provided confirming the construction costs are fully covered. That copies of the leases with the estates are provided. That copies of the job description and work plan for the project manager are provided. That evidence of open recruitment is provided. That a copy of a signed contract of employment is provided.
Glencairn Memorial Institute	To fund the installation of a new heating system, two boilers and new radiators for the hall.	£16,901.60	£16,902	Conditions of Award: Conditions Pre-payment: That large grant terms and conditions apply in particular that the grant will be released upon invoices being provided. This can be in staged payments if required. That evidence is provided of another quotation for the replacement of the heating system, boiler and radiators having been

				sought. That evidence of sufficient funding to match the 50% ANCBC contribution is provided. The ANCBC award will be reduced accordingly if the total project cost is less than £33,804.
Dumfries Y Gymnastics Club	To fund the purchase of a "channel bar" station - above the ground which will improve the training facilities available at the club.	£5,000	£5,000	Conditions of Award: Conditions Pre-payment: That evidence is provided of appropriate insurances being in place.
Wigtown Festival Company	To produce the Wigtown Book Festival and associated events, and to develop the literary and cultural wealth of Scotland's National Book Town and its region whilst also delivering social and economic benefits for the region.	£20,000	£20,000	Indirect DoI: Alice Stilgoe Feedback: An award of £20,000 has been awarded to be released in two tranches of £6,667 and one tranche of £6,666 over three years subject to the conditions detailed being met. Conditions of Award: Pre-payment: That a projected annual budget for Big DoG and Hooked is provided for each year with evidence of sufficient match secured is provided before each year's grant is released. Post-payment: That a short interim report at the end of each year's funding is provided, which includes numbers of beneficiaries, to release the years' two and three payments. That the support of ANCBC is acknowledged on promotional materials and programmes.
Heathhall Community Centre Committee	To upgrade and replace the centre's existing CCTV system.	£2,000	£2,000	Conditions of Award: Pre-payment: That a copy of the signed two-year lease is provided.
Totals		£184,799.29	£156,744	

Due to the lack of time to cover other items on the agenda, it was agreed that most other matters would be dealt with by email.

5. Finance & Governance

5.1 ANCBC Treasurer's Report

The Treasurer's report had been circulated with the papers.

5.2 Foundation Scotland Fund Statement and Grant-making Report

The FS Fund Statement and Grant Making Report had been circulated with the papers.

5.3 Assessing financial risk

There were no matters arising.

5.4 Community Council Membership and Local Grants update and review

To be dealt with by email.

5.5 Recruitment of Directors (South)

To be dealt with by email.

5.6 Planning for AGM

To be dealt with by email.

6. Foundation Scotland updates

6.1 Taking forward actions from Fund Review

A brief report on the Sub-committee meeting held on 17th March 2022 was given by Moira and Sam.

6.2 ANCBC Member Update and Annual Report

Sam stated that she would be writing the Member Update and the Annual Report over the next few weeks.

Action: FS to create and send out Spring member update and to draft Annual Report.

7. Any Other Business

Alistair informed the Board that he was stepping down as a Director at the AGM and therefore this would be his last meeting. Thanks were given to Alistair for his contribution as an ANCBC Director since its inception.

8. Date of Next Meeting and Decision on Future Venues

The next application deadline was 5th August 2022, and the next Board meeting was scheduled for Thursday, 6th October 2022 at the time of 7pm. It was agreed to make this a face-to-face meeting at the Dumfries Baptist Church Centre.

ACTION: FS to book a room at Dumfries Baptist Church Centre for the next Board meeting on 6th October 2022.