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**Minutes of the Board meeting held on**  
6<sup>th</sup> September 2022

**Present/apologies for absence:**

- **Present:** Iain Frazer (Treasurer), Anne Hislop (Vice-chair), David Howell, Iain MacKay, Chris Robinson, Josh Thornhill (Chair), Kayt Howell (Manager), Gordon Cowtan (Consultant)
- **Apologies:** Fran Hall

The aim of this meeting was to catch up on items which were missed at the previous meeting due to priority being given to short term projects to help residents in fuel poverty.

The minutes of the previous meeting were approved. It was agreed that minutes would be approved unless anybody indicated otherwise.

**I. What we missed**

- Handyman (IM) – IM had circulated an email prior to the meeting and had nothing to add.
- Retrofitting (KH/GC) – KH and GC had spoken to Changeworks. They provide a retrofit service for any organisation that needs it e.g. local authorities, community groups etc. An email has been forwarded to the Directors previously describing the process. Changeworks have provided their initial thoughts and will be sending a follow-up email soon. Their approach is different than the process provided by Energy Action Scotland (EAS) as they look at the whole process for the house and home-owner – a more in depth medium to longer term project. **ACTION: KH to circulate email again.**
- Financial Director (KH/DH) – KH and DH have put together a job description and sent it to a Chartered Accountant who has made some suggestions for changes. The Board needs to decide if this will be a paid position or if it will be done voluntarily by a co-opted Director. Ideally this would be a retired or semi-retired accountant. Consideration also needs to be given as to where the post will be advertised. GC mentioned that his partner had taken on a similar role when she retired from her job and could ask her how she found about the role she now has and where would be a good place to advertise. The Board agreed that it was important to find the right person with the right skills and experience and that it may be better to pay someone to carry out this role as there are such large sums of money involved. It was suggested that the role should be Financial Adviser rather than Director. There was some discussion about whether a co-opted Director who has been appointed by the Board could be voted off by FDT members at an AGM. Articles 68, 69 and 70 from the FDT's Articles of Association were referred to and stated that appointed Directors must stand down at each AGM but can then be reappointed by the Board. **ACTIONS: Job description to be circulated to the Board. GC to speak to Erica about where to advertise the position. KH to contact Huntley Development Trust (through DTAS) for more advice. JT to seek advice from SVE.**
- Circular economy (KH) – KH had attended a webinar recently on responses to the governments circular economy strategy and felt it was good for the FDT to be involved in projects such as repair workshops, lending libraries etc. There is more information in KH's summary report.
- Newsletter responses (KH) – KH was pleased to have received responses from the recent newsletter sent to members. **ACTION: KH to consolidate responses and circulate to the Board.**
- Director Training (JT) – JT had been in contact with SVE to arrange training but it was agreed to wait until after the sessions from DTAS on Sort-It. **ACTION: JT to circulate the legal responsibilities of a trustee to the Board.**
- DTAS Sort-It (Strategy review) (KH) – The hub has been booked for the 9<sup>th</sup> and 16<sup>th</sup> November.

- Balgair update (GC) – There has been an operational issue with the bio-mass boiler recently. It was turned off for approximately 5 days. The issue was with the control of the feed of chips into the boiler because the monitor had stopped working correctly. This has now been fixed. The next version of the Harley Haddow (HH) report, in response to the FDT’s comments has been received. CR asked if it would be possible to ask for a version with Track Changes to make it easier to see how it differed from the previous version. GC noted that they had also sent a document which responds specifically to the last comments/points raised. Nothing has been heard from the Scottish Government (SG) recently. GC has tried to contact Amy Tickell (AT) but had received an out of office reply. He has also contacted Evelyn Tweed’s (ET) office to ask them to chase up AT. They will chase-up if GC has not heard anything by next week. GC has a meeting with AMP scheduled to discuss various performance issues with the heating system over the last 6-9 months to hear their thoughts about this. **ACTIONS: GC to circulate the report to the Board and ask HH for a Track Changes version. GC to continue to chase up the SG.**
- Cash Grants (KH/GC) – KH and GC have been in contact with Energy Action Scotland (EAS) to explain the situation but have not had a response yet. Some concerns had been raised by a couple of Directors that giving out cash grants through FREE rather than FDT seemed like a back-door route. This is not the case – it is just a quicker way to get the funds to residents in fuel poverty. To do this through FDT would require a change in the Articles of Association. This would require an Extraordinary General Meeting and then approval from OSCR. This would take a reasonably long time. To distribute funds through FREE would also require a change to the Articles of Association but this can be done by the FDT Board. The only reason to distribute the funds through FREE is the time factor as it would be much quicker. EAS would handle the distribution of the funds as they have a lot of experience in this area and can make sure that benefits are not affected. A vote was proposed as to whether, in principle, the FDT are going to give cash grants to members of the community who can demonstrate to EAS (or another third party) that they are in fuel poverty. This proposal was seconded and the Board voted 5 to 1 in agreement.

## **II. Working with FCC (KH/AH)**

- Meeting with Michele
  - Newsletter possibility
  - EV charging
  - Recycling
  - Shelloch and Earlsburn extension
- KH and AH had met with Michele Bennett (MB) from the FCC and had circulated an email describing the meeting. MB was given a list of the suggestions that had been made to the FDT through the various consultation processes. Another meeting has been arranged for next week and an email has been sent to the FCC outlining what had been discussed at the meeting. There was discussion about the FDT’s involvement in the Shelloch Wind Farm and the Earlsburn Extension. GC had contacted Force 9 about Shelloch but had been told that the FCC were viewed as the principle point of contact and that the FDT should go through them and not contact Force 9 directly. A community consultation event regarding the Earlsburn Extension is scheduled for Wednesday 21<sup>st</sup> September from 4-8 p.m. at the Menzies Hall. It was agreed that the FDT need to be careful not to tread on the FCC’s toes but that they would like to be involved in some way. **ACTION: KH and DH to attend the event to reintroduce the FDT and explain what their aims are.**

## **III. Community Consultation night (KH)**

- Who is attending
  - Program
  - Invite distribution
  - Limit numbers?
  - Other
- This will be held at Fintry Museum and numbers will be limited. KH had circulated a draft program. She asked which Board members would be attending. There was discussion about the best way to introduce the suggested short term projects and explain about the windfall. There will also be a consultation exercise to ask for feedback and suggest future involvement from FDT members through working groups. MB had mentioned someone who may be willing to distribute the invitations throughout the village for a small fee. **ACTIONS: Set up a sub-group (DH, KH, JT, DS) to work out the logistics of the evening. AH to follow up with MB about the invitation distribution.**

**IV. Fintry Fun Day – 10<sup>th</sup> September 12 – 4 p.m.(11.30 a.m. – 4.30 p.m.)**

- What do we want to have? Boards, memberships, invites to event, use up left over jubilee stuff.
- Who is available?
- Boards, gazebos, and materials to be humped.  
KH suggested that it be similar to the set-up at the Jubilee Day with a gazebo and a table with information on membership, stickies for suggestions, invitations to the History Night. **ACTION: AH, IF, DH to attend.**

**V. Home Energy Scotland (HES) – let's co-ordinate**

- Workshops
- Advisor
- Portal
- Information to add to own grant  
HES are willing to come to Fintry to offer advice, energy saving tips and how to access grants. The 1<sup>st</sup> of October was suggested as a possible date. **ACTION: JT/KH to discuss the details and KH to contact HES.**

**VI. Any significant updates on previous reports?**

- The food box idea is being dropped for now. Might be looked at again in the future as a long term project.
- KH and AH have been looking at a job description for a grant administrator for the Energy Efficiency grants and KH has been working with the Corra foundation to improve FDT's grant application process.
- There was discussion about encouraging Fintry residents to reduce food miles and shop local by subsidising this in some way. It was agreed to discuss this further in the future as a long term project.

**VII. A.O.B.**

- CR has been talking to Callum Jackson (CJ) about the timber on the Castle Drive. CJ could cut them into circles but they will need to then be moved to somewhere where they can be split into logs and then stored until they are seasoned. **ACTION: CR to speak to CJ about the best way to deal with the timber and if it could be left until Spring.**

Next meetings: 12<sup>th</sup> October 2022, 7.30 p.m.