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**Minutes of the Board meeting held on**  
27<sup>th</sup> November 2024

**1. Present/apologies for absence:**

- **Present:** Iain Frazer (Treasurer), Fran Hall (Vice-chair), Anne Hislop (Chair), David Howell, Isla Kinnear, Sharon McMurtrie, Kayt Howell (Manager), Kirsty Murray (Administration Officer), Jane Wild (Administration Assistant), Gordon Cowtan (Consultant), Janine Rennie (Financial Consultant).
- **Apologies:** None

**2. Any C.O.I. on the agenda items?**

- None

**3. Any A.O.B. items?**

- A.O.B items were requested from IK, KH and AH (see Agenda item 13)

**4. Financial report**

a) JR/IF:

JR shared her screen to show the monthly income and expenditure breakdown. There has been a low level of activity this month and the bank balances are stable. There has been a small amount of income mostly from heat sales. Energy Saving grants and log grants have been given out and there has been the usual monthly expenditure. JR pointed out that the balance sheet shows a deficit but this will be covered by the turbine income soon. Overall the FDT has a good level of assets which are much higher than their liabilities.

JR has started work on the expenditure budget from 01/07/24 – 30/06/25 and KH commented that this will be a good system for managing the FDT's funds.

JR indicated that she is more than happy to answer questions at the Board meetings or by email.

Book-keeping records have been sent to the accountant.

IF informed the Board that the 32 day account has been closed and a 95 day account has been opened.

He will transfer money into this account but will ensure that enough is left to cover the items in the budget. KH reminded him that money will be needed for the new EV charger (around £10K).

AH asked if there was a final figure for the turbine income. GC replied that the calculations are still being checked but the final figure should be received by the end of the week. He estimated it to be around £160K.

b) Investment subgroup:

Information has been circulated and the first meeting will be held in January. SM and IK have expressed interest in being part of this subgroup and IF indicated that he would like to be part of the group too. It was agreed that it would be good to have at least one ex-Board member. JR would also like to be included.

c) Excuse JR:

JR was excused.

**5. Approve last minutes (30/10/24)**

- The minutes were approved. It was agreed that the financial governance section would be kept as reserved business.

**6. Actions from last minutes**

- a) KH to email Henderson's to accept audit quote – done.
- b) Board members to let KH know if interested in investment group – done.
- c) Update reserves policy (JR/GC) – updates have been made but GC still has some queries. **Action carried forward.**
- d) New medium term workload goals (KH) – done.
- e) EV charger quote update (KH) – see Agenda item 10.
- f) Edit STEP home working policy (KH/AH) – **action carried forward.**

## **7. Balgair update (GC)**

- GC had circulated a report prior to the meeting. Replacement of the Heat Interface Units (HIU's) is on hold whilst Reheat rethink how they are going to do the work. GC has received an email from them to say they will be supplying a proposal of works soon.
- Steve has had no success in selling the system although there is still the possibility that the site owners might take it on after the remedial work has been done. GC had invited Steve to attend the meeting tonight but he had a prior commitment. He will be attending the Board meeting in January.
- There were some operational issues last week – the bio-mass boiler was struggling to supply the heat required due to a 3-way valve not working correctly. AMP supplied a visit report and the problem has been sorted. It was not connected to the remedial work that has been done recently.
- There was a question about Steve's contract which was originally for a year. It is a fixed-price contract and will terminate at the end of March.
- SM questioned whether it had been the right decision to go with Reheat as they are now having issues with replacing the HIU's. GC felt that the other option (AMP) would not have been a good option – they are not good at customer management and communication and Steve had raised concerns about the HIU's they were proposing to install. IF noted that Reheat had identified safety hazards that they had been unaware of when they provided their initial plan of works and, although this meant that they had made assumptions, they were not unreasonable assumptions to make. IF felt that it was good that they were doing the job properly and had identified the issues.
- Scott Walker is going to start his role at the beginning of December.

## **8. Grant update (KM)**

- KM had circulated a report prior to the meeting – applications for log grants are picking up. The criteria for the business and community grants have been altered. Funding has been granted to the Bowling Hub to extend the heating system; there has been an enquiry from the Brownies and they have been encouraged to apply. Another recent enquiry led to a discussion regarding the eligibility of B&B's and Airbnb's to apply for the business grants – some are set up as businesses and pay business rates but some are just part of people's homes. The business grants were set up to help people who cannot apply for the Energy Efficiency grants. The Board agreed that the criteria would be payment of business rates.

## **9. Website update (KM)**

- The website is almost ready to launch. Definitely before Christmas. Training will be available for staff to enable them to make changes to the website as required.

## **10. EV charger replacement (KH)**

- The replacement charger will be an Evolt 22kw charger. It will be installed on the path between the two old charging points. KH will mention this in the Christmas newsletter and that the tariff will be increased. KH has a spreadsheet showing tariffs over central Scotland. The average is 45p/kWh and this is the suggested tariff for Fintry. Some chargers have an admin cost built into the first hour of charging; some chargers have a maximum time for charging and then charge a penalty fee. It is also possible to set different tariffs for locals, staff, etc. The Sports Centre seem positive about taking over the management of it once it has been installed.
- Charge Place Scotland is shutting down and there is a lot of information available about what to do to change to somewhere else but Evolt will deal with it.
- KH completed a form for Swarco – if you own an EV charging point it is no longer legal if it does not have the capability to pay with contactless (as of 24/11/24) but discovered that chargers under 40kw are exempt.

## **11. Annual General Meeting (AGM)**

- a) Standing for election – AH and FH
- b) Agenda – Wednesday 5<sup>th</sup> March, 6.30 p.m. – 8.30 p.m., Fintry Museum
  - i. Apologies
  - ii. Welcome by Chair
  - iii. Financial Report (IF/JR) **ACTION: KH to check that JR knows the date and can attend.**
  - iv. Manager's report
  - v. Consultants' reports
  - vi. Election of Directors
  - vii. Thank you and close
- c) Anything else?
  - i. Need to add questions from the floor.
  - ii. DH asked if the members should be asked if they happy with the proposal for investment. The Board discussed this and it was agreed that they should stick with what has been agreed for now and open it up for discussion at the AGM in 2026.

KH will mention the date of the AGM in the Christmas newsletter but will provide more information in the next one.

## **12. Christmas Newsletter**

- The Christmas Newsletter will include ideas for a carbon free Christmas, how to make your own wrapping paper, information about the FDT grants, an update on the EV charger, feedback on the IT recycling and a

request for members to indicate if they have more IT to recycle, and the date of the AGM. **ACTION: Directors to let KH know if they have anything to add to the newsletter.**

### **13. Any A.O.B. items**

- An email has been received from a resident who has applied for retrospective planning permission for a change of use of land and is asking for a letter of support from the FDT. The FDT has remained impartial on planning issues in the past but AH asked for thoughts from the Board.
  - Following discussion, it was agreed the FDT should retain impartiality. **AH to reply, explaining the position and informing the resident that they may be able to apply for a Business Grant to help with some of the intended work once all appropriate permissions are received.**
- IK had an idea for another grant which would be for garden improvements for example, raised beds, ponds, planting of native species hedgerows. There would need to be well defined criteria. The Board agreed to give this consideration for the Spring.
- KH has been receiving some complaints from some residents about grant payments. One was with regard to the fuel payment which is not managed by the FDT. One was about one of the other grants. KH suggested issuing a statement reminding people that any grants supplied by the FDT are not government grants and are not guaranteed and that they are managed by a group of volunteers and staff who work limited hours. It was agreed that application forms should contain a statement outlining this information and reminding fuel payment applicants to respond to calls from Energy Action Scotland. **ACTION: KH/KM to draft a statement.**

### **14. Christmas closure**

- Close 18/12/24, return 07/01/25

Next meeting: Christmas night – 11<sup>th</sup> December 2024 (Christmas jumpers compulsory)  
Board meeting – 29<sup>th</sup> January 2025