



Minutes of the Board meeting held on
28th May 2024

1. Present/apologies for absence:

- **Present:** Iain Frazer (Treasurer), Fran Hall (Vice-chair), David Howell, Isla Kinnear, Sharon McMurtrie, Kayt Howell (Manager), Kirsty Murray (Admin Officer) Gordon Cowtan (Consultant), Janine Rennie (Financial Consultant)
- **Apologies:** Anne Hislop (Chair), Chris Robinson, Jo Skabara
- 4 FDT members

KH welcomed the FDT members to the meeting and the Board and staff introduced themselves.

2. Any Conflict of Interest (COI) on the agenda items?

There were no COIs.

3. Approve minutes of Board meeting 01.05.24

- The minutes were approved.

4. Actions from last minutes

- a. GC to send info to JR – done.
- b. GC to send heat agreements by recorded delivery – done.
- c. KH to set up meeting with FCC & KH & GC – done.
- d. KH to contact FSRC re ownership of new EV charger – done.
- e. FH email re party pack options – done.
- f. FH to try our Proforma – done.

5. Any A.O.B. items

- a. GC requested one item to be added.

6. Financial Report (IF & JR)

- JR had circulated a spreadsheet prior to the meeting and shared her screen at the meeting.
- JR gave an explanation of the spreadsheet which was a monthly breakdown drawn straight from the ledger. The bank balances are healthy with a total of around £950K and the FDT are in a good position for the end of the financial year in June.
- Nobody had any questions. JR indicated that she would be happy to answer any questions via email.
- DH thanked JR for making the accounts understandable.
- IF will send updated figures to JR when interest goes into the accounts.
- IF noted that a payment is still awaited from the wind farm. **ACTION: GC to contact them.**
- JR noted that it is important to keep a good solvent level for the community now and in the future and explained that she is looking into ethical investments of 50% of the income as requested by the membership.
- FH felt it was helpful to have JR on board and thanked her for her work. She then excused JR from the meeting.

7. Balgair update (GC)

- GC had circulated a report prior to the meeting.
- The changes made to the system and the heat cabin have made a difference to the way the system is operating but the work done by Aggregated Micro Power (AMP) does not seem to have made any difference. **ACTION: GC to speak to AMP.**
- Steve Luker has sent a tender to three companies to get quotes for replacing the Heating Interface Units (HIUs) and the responses are due next week.
- The heat supply contracts have all gone out but only one has been returned so far.
- The biomass boiler was down for a couple of days this month with an issue that took a while to resolve and a couple of the HIUs needed new parts.
- Renewable Heat Incentive (RHI) payments have been received.
- SL will present his work so far to the Board on 12/06/24 and discuss the tenders for the HIUs.

- GC and SL are meeting with the Balgair manager soon to discuss whether they would like to take over the heating system.
- DH gave a brief history of the heating system at Balgair for the FDT members who were present at the meeting.

8. Grant update (KM)

- Round two of the Energy Efficiency (EE) grants is now open. Eight applications have been approved and around £6K has been paid out. KM is still collecting receipts and photos from a few people from round one and is ensuring that anyone who has not supplied this yet does not get approved for a grant in the second round.

9. Website update (KH, KM & IK)

- The website designer is finishing with website design and the FDT website is his last project. He has been getting quite defensive when questioned about the structure and design the FDT were expecting but has now provided more work in tune with expectations. The website will serve its purpose but will require a lot of work from KH and KM to look through it and get back to him with any changes required.
- KM asked the website designer about what support would be available once the website had gone live. He indicated that he would be busy doing other things but that the FDT could give him a call. KH checked the original contract agreed with him and it states that there will be 12 months support to iron out glitches etc. once the website is up and running. Overall, the experience has been disappointing but needs to be seen through to the end now.
- KM suggested it would be unwise to go live too soon as the website designer can then claim his final payment. It was agreed that this will be delayed until the FDT are completely happy with the website.
- DH wondered if support for the website could be provided by a different company. **ACTION: KH/KM to discuss this with him and if it is an option they would ask him to reduce his fee.**
- FH thanked all involved for their commitment to getting this sorted and for taking the time to check the contract.

10. Green grants/OSCR/DTAS (KH, GC)

- The green grants proposal was looking at ways to enable community groups and businesses in Fintry to establish environmental/energy saving projects. Unfortunately, the Office of the Scottish Charity Regulator (OSCR) has said that it is not allowed under their regulations for a charity to give money to a business. KH & GC have been looking at other ways of doing this and will be taking advantage of the Development Trust Association (DTAS) offer of a one-hour free consultation with the lawyers at Burness to discuss this. In the meantime, KH/GC will look at putting together an application form for community groups to apply for green grants and think about the criteria required.

11. New admin role (KH/KM)

- A post will go on Fintry Buddies on Facebook as someone local is preferred for this role. Anyone interested will need to contact KH/KM for a job description and will need to supply their curriculum vitae and job experience. The search will need to be expanded if no-one local applies.

12. Electric Vehicle (EV) Charger replacement (KH)

- The EV charger at the Sports Centre (SC) needs replacing. The idea was the FDT would organise the replacement and then give over the ownership and running of it to the SC. However, the SC has always been cautious about supplying electricity to the charger as they do not want to be seen as an energy supplier. KH has been looking at a direct connection to the grid, but this will necessitate a new quote. Charge Place Scotland (CPS) who has supplied the quote will need to get a new quote themselves from the District Network Operator (DNO) and take it from there. KH has also approached a company called Connected Kerb who has fitted EV chargers in Gargunnoch, but their quote is difficult to compare to the CPS quote at this point. Another company – Osprey – is a third option. They would be completely in control of the charger. KH has sent all the relevant figures to the SC but it is difficult to compare the three options.

13. Party pack (FH)

- FH has put together a few options and asked the Board for their thoughts on what materials the equipment should be made of as this will affect the cost of the initial outlay.
- KH noted that the Bowling Hub already has plastic cups and plates which people can use and wondered if it would be an idea to have the party pack based there. The FDT would provide the funds to establish the party pack. FH also wondered if the primary school Parent Council would be interested in being involved. **ACTION: FH to discuss this with the Bowling Hub management team and the Parent Council.**
- An agreement would need to be drawn up for pack users to ensure that items were returned in the same condition as they were taken.
- It was noted that compostable cups and plates would not need to be washed and dried so they might be preferred.

14. Hub local (FH)

- FH has been in discussion with Ruth who runs The Hub G63. The Hub G63 is a social enterprise standing for food sovereignty. Their purpose is to engage and support the local community in sustainable living. Their focus is on localising food and democratising the food system. Currently, any orders are delivered to Buchlyvie and then volunteers collect the food from there and take to pick up points in the smaller villages.

Ruth is keen to include Fintry and approached FH to see if a collection point could be set up in Fintry. Volunteers who collect the food from Buchlyvie would have their petrol costs covered. FH suggested gauging community interest through an online survey. KH recalled that, prior to the sustainable food event at the Fintry Fund Day, there had been a survey around sustainable food and it had received very few responses. Consideration would also need to be given to where the collection point could be. **ACTION: FH/KH to put together a survey and ask Fintry Community Council if they want any involvement.**

15. Next two policies

- Batch ten has been approved. Batch eleven will now be circulated.
- STEP has been looking at the FDT policies related to staff and employees.

16. A.O.B

- GC gave some background to his role at Balgair – In 2019, Matthew left so GC agreed to step in temporarily to take the lead on resolving the significant issues around the heating system at Balgair. To be employed as a consultant, GC had to stand down from the Board and he did this on the understanding that he would have the opportunity to return to the Board at a later date. Hopefully, SL's work will mean that the FDT can divest themselves of Balgair. Regardless of whether this happens or not, GC does not wish to continue his role after the end of the year. GC indicated that he would still like to be on the Board and asked the Directors to give this request consideration.
- Picnic in the garden – KH has been working with FCC on this. It will be on Saturday June 15th between 11 am and 2 pm. The FDT have helped with the costs of providing all the children with seedlings to plant on the day and have helped with posters and advertising. The FDT will have a small stand there and KH requested help from the Directors to set up and run the stand on the day.

Next meetings

Meeting with SL – Wednesday 12th June 2024, 7.30 p.m. online (Apologies from SM)
Board meeting – Wednesday 26th June 2024, 7.30 p.m. at the Hub (Apologies from IF and IK)

Planning Meeting Number 3:

- An agenda had been set for this meeting but it was agreed that more time is needed to discuss the points in detail and so it would be better to schedule a meeting solely for this purpose. The workload breakdown including budgets, timescales etc. needs to be considered alongside the Fintry balanced scorecard and this has not been revisited since it was discussed (13/12/22). Similarly, time needs to be dedicated to looking at the results of the community consultation which took place on 20/07/22.
- A good link has been established with Strathclyde University who are interested in assisting with various projects. This would hopefully be valuable for the Fintry community with minimum input from the FDT.