

Loch Broom Community Renewables			
DRAFT Minutes meeting held 4 November 2020 19:30 - Zoom			
Present:	Rob Gibson (acting Chair), Seori Burnett, Alex Cochrane, Paul Copestake, Kathleen Donald, Sarah Donald (Di Rollo), Tim Gauntlet, Andy Kaye, Dave Maxwell, Sandy Osborne, Robert Mackenzie		
Apologies:	None		
Minutes:	Edel Walsh		
No	Details	Action	Comment
1	Approval (and publication) of minutes of 30 September 2020: Prop DM/ Sec SO		
	Welcome Robert Mackenzie who may fill vacant Treasurer role		
No	Details	Action	Comment
2	Matters Arising From AGM and Previous Minutes		
2.1	FLS: Poor and incomplete response by Chris Wheeling to OME (Official Ministerial Enquiry) AK has responded and OME being revisited	AK	Chris Wheeling will sign once complete. See Agenda Item 6.
2.2	Flow enhancements – Desktop exercise required PC has spoken with Locogen <ul style="list-style-type: none"> PGC & SO will consider flow enhancement costs, feasibility of construction, potential revenue & regulatory requirements Appropriate assessment needs to be undertaken Assess existing site in consultation with Jan Breckenridge to establish designated features Contact Nature Scotland for current status of SSI 	PGC/SO PGC RG	Carry Forward
2.3	Land purchase agreement. Meeting 20/07/2020. Still awaiting FLS valuation.		Ongoing. See Agenda Item 6
2.4	Community Benefit Fund		See Main Agenda Item 5
2.5	Hydro project with High School: Actions carried forward	SD	Carry Forward
2.6	Treasurer: Awaiting response to advertisement Discuss with Robert Mackenzie	AK/RG	See Agenda Item 7.2
2.7	Power purchase agreement: process starts in Feb, to approach Locogen to carry out on LCR behalf. Are there other options? Investigate and report back	AK and SO	Review & action February 2021
2.8	UCT aware of obligation to have representative on LCR and still unresolved. TG to remind at next UCT meeting	TG	Carry Forward
No	Details	Action	
3	Treasurer's Report		
3.1	Quiet June to September period; Normal direct debits were processed. Too early to deliver combined September/October report; will deliver at next meeting.	AK	
3.2	Repayment of Capital: AK has prepared correspondence to shareholders, final version will go to Alison Graham	AK	

3.3	<p>(Bookkeeper) prior to circulation. (AK has confirmed with Co-op that capital donations do not pose any difficulty).</p> <p>Cashflow Forecast DM, SO, AK & RG presented their work modelling cashflows which reflects a comprehensive volume of variables and a cashflow scenario for next 20-30 years. Model capable of balancing income, expenditure, capital repayments to allow monitoring and speedy reaction to cost/income impacts. Model is stored in Finances folder on Dropbox; all are encouraged to examine. It's immediately clear that once FiT expires, difficulties will arise. This highlights the vital importance of maintaining as low operating costs as possible.</p>		
No	Details	Action	Comment
4	Generation		
4.1	<p><u>Performance Report</u>: PC circulated comprehensive diagrams. With exception of a four-day period, October was continuously wet. Load factor was very high resulting in best income in a single month to date. November outlook is less positive.</p> <p>Difficulties being encountered with getting <u>income generation</u> payments through in timely fashion. Unclear whether the problem lies with submission of readings or with EDF. Revert to Locogen to ask them to determine how to make process smoother. PC will chase up quarterly payment and SO will contact Locogen.</p>	PGC SO	
No	Details	Action	Comment
5	Community Benefit Fund		
5.1	Letter sent to Terry Rose (Chair UCT) & Sandy Gill re MoU PGC will follow up with SG.	PGC	Ongoing
5.2	Applications open during November and awards should be made before Christmas. Normally funds should be allocated within current year but Covid should allow for flexibility.		
No	Details	Action	Comment
6	Lease Update / Hydro Land Purchase		
6.1	<p>AK has received response from Chris Wheeling. Legal costs will be capped at £4k + VAT. HLS will absorb any costs beyond that.</p> <p>The process will work as follows: Harper Macleod will issue the fee invoice and remit to Lochbroom Community Renewables' solicitor Joe Duncan. LCR will settle by cheque</p>		

	<p>and simultaneously sign the lease (which requires signature by a Director and witness).</p> <p>RG & DM will arrange for cheque signatures and forwarding to Joe Duncan in AK's absence. AK will advise Joe Duncan accordingly.</p>	AK, RG, DM	
6.2	<p><u>Background:</u> Ongoing attempts continue to establish LCR grievance with original lawyers. LCR has paid for the lease twice. Original solicitors (Gateleys) claimed the lease had been shredded by Harper Macleod. An out of date lease eventually turned up when LCR moved to Anderson, Shaw & Gilbert. Forestry Commission were slow to respond which resulted in a requirement to draw up a replacement lease. Harper Macleod's slowness to deal with Forestry and Land Scotland (FLS) has added significantly to LCR's costs. There are no templates for leases of this sort; as long as no provision exists, community enterprise and empowerment are negatively impacted.</p> <p>RG has communicated with Fergus Ewing and has sent him a timeline of events. FE has promised to revisit issue and revert.</p>		
6.3	<p>The question is whether to pursue compensation via insurance (not necessarily submit a complaint to the Law Society). Gateleys have been taken over; should LCR submit a claim to their successors, it will go to their insurers.</p> <p>Ultimately agreed that LCR should push as far as possible at the lowest cost possible.</p> <p>RG placed on record the team's acknowledgement of the volume of work carried out by AK in this matter.</p>	RG RG/AK	
6.4	<p><u>Hydo Land Purchase</u> Area being considered is at Inverlael. UCT has approved a quote from FLS on who will conduct a land valuation. Full consideration will be undertaken on its receipt.</p>		
No	Details	Action	Comment
7	AOCB		
7.1	Register for free version of Zoom; consider purchase at end of trial period	DM	
7.2	<p><u>Position of Treasurer:</u> Robert Mackenzie has indicated a willingness to consider the post and some background was outlined to him. AK has no accounting experience and has had too much work to carry in the role. However, everything is in good shape. The lease problems are coming to an end. A bookkeeper is in place (Alison</p>		

	Graham). AK is happy to carry on for a further year but all going well, he'd be delighted to hand over to RM at some point. AK will share the template drawn up with RG which outlines how much less onerous the role has become. RM happy to sit in on a few meetings and DM happy to have further discussion with him.	AK, DM, RM	
7.3	Trees surrounding gauge and satellite dish getting a little tall, PGC would appreciate some help to cut back.	PGC, AC	
Date Next Meeting			
	Wednesday 16 December 2020 @7.30pm		