Lochbroom Community Renewables Ltd

DRAFT Minutes of the meeting held on Thursday 21st May 2020 via Messenger.

Present: David Maxwell, Andy Kaye, Paul Copestake, Sarah Di Rollo (minutes), Kathleen Donald, Tim Gauntlett, Sandy Osbourne, Rob Gibson, (Alex Cochrane unable to join due to Messenger group being full – future meetings to be held by Zoom using UCT business account as offered by TG)

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| Item | AGENDA item | Discussion | Actions | Owner |
| 1 | Apologies | Alex Cochrane |
| 2 | Minutes approval and amendments | RG requested that Feis Rois spelling be amended appropriately, Item 4 – amend wording to 'Northern site' and Item 5 – 90% of our target (not above our target).Proposed by RG and seconded SO. KD to amend accordingly. |
| 3 | MOU | PC reported no action from UCT as yet. TG will chase. |
| 4 | Finance update | AK circulated this in an email on 17/5/20 to all. Book-keeping working well. All in group to inform AK asap if any upcoming expenditures expected for finalising operating budget for upcoming year. | All | AK |
| 5 | Legal update | No further progress from Harper Macleod as per AK email 17/5/20 to all. All agreed that this should be escalated again to Gail Ross MSP, RG to speak with Kirsteen Currie at office of Gail Ross and AK will then draft an email to Fergus Ewing if necessary. | RG, AK | AK |
| 6 | Art Project | On hold due to Covid 19 restrictions. |  |  | SD/TG |
| 7 | Kirkham Wind Farm | TG advised that no further progress. Last noted status was that all 5 communities involved in process so far agreed that the offer was not in their interest.  | PC has drafted an addendum to the MOU with UCT to clarify the annual allocation of funds allowable for the administrative costs of the CBF. PC to check with Ben Williams re progress through UCT. | TG | TG |
| 8 | Power Purchase Agreement | AK sent an email update 17/5/20. Locogen felt to be essential to the process and AK would recommend using them again next year. DM will discuss how Strontian manage this process. Maybe advisable that small BenComs like ours do a joint process each year?  | PC and SO to carry out greasing of turbine as done every 1000 operating hours. PC cleaning the screen monthly and emptying the rain gauge. PC and SO to progress enhancement of flow plans in spring. | DM | AK |
| 9 | Community Benefit Fund | DM and TG advised that match funding has been obtained by UCT through Scottish Government Covid Fund. Smaller volunteer panel has been agreed to streamline and speed up division of funds to projects and organisations affected by Covid 19 restrictions. Scottish Government states that funds should be distributed in a non competitive format before end of September 2020.  | AK reported that he would circulate most recent correspondence. AK continues to investigate the possibility of reducing financial burden of insurance costs. | DM | DM |
| 10 | Operating Update | PC sent an email 20/5/20 with latest generation graph and compared with 2019. If no further generation this year then will have achieved 97% of expected. Only need 4 days generation to reach 100%! DM to post on FB. | SD explained that the UHS exhibition had gone well. TG has negotiated with Kevin Peach for use of the Harbour as an ongoing exhibition space for the exhibition. This will be supplemented by further information about LCR and BroomPower. The second phase of the project is to involve the UHS students/Caroline Williams artist and the Dolphin Project. SD/TG to meet with those involved to progress the plans. DM and AP will be asked for LCR information for display. | DM | PC |
| 11 | Flow increase project | PC reported no progress and none for the foreseeable future. | KD explained that HES may be interested in doing a project with UPS pupils and Ullapool Museum to produce a video of the 'history of hydro' in and around Lochbroom to tie in with Visit Scotlands 2020 year of coasts and waters. KD/SD to discuss with museum staff/UPS staff and HES. Video could be shown at AGM in october as part of festival. | PC | PC/SO |
| 12 | Land Purchase | AK sent update in email to all on 17/5/20. No progress. Scottish Land Commission, HIE and Scottish Government have a community resilience group requesting applications by mid June. RG, SD and AK to investigate whether InverLael land purchase could be registered for support under this scheme. AK will request UCT agreement that LCR progress this to secure on-going funding and exploration. |
| 13 | AGM 2020 | TG proposed that this take place by Zoom to enable as many people as possible to be involved and possibly still include some presentations as planned. General agreement that the 'Festival' as planned should be postponed for another year. |
| 14 | Loch a Bhraoin Hydro | TG reported no change. |
| 15 | Land and Building Tax | AK reported this has been paid up for the next 3 years. |
| 16 | Emergency Mobile Phone | AK advised that this had recently become damaged beyond repair. He proposed that the emergency number be changed to the UCT office as more often manned and the wooden post be changed on site to this effect. |
| 17 | Further Education/STEM project with UHI | TG advised that he had attended a recent meeting with UHI who are looking to pilot a STEM project in Ullapool High School and would be keen to involve LCR and the Hydro project. We will await further developments. All agreed in principle this would be a good idea. |
| 18 | Energy Saving Schemes | KD presented a newspaper clipping of a similar BenCom in England that distributed funds from the scheme for Community Energy Saving schemes. She will investigate and distribute the information for all to read and see if any application to our ongoing aims. |
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**Date Time and Place of Next Board Meeting** - Thursday, 16th July 2020 at 7.30pm via Zoom.