

Loch Broom Community Renewables

Minutes meeting held 26.05.2022 19:30 – Village Hall+ Zoom

Present: Rob Gibson (Chair), Alex Cochrane, Paul Copestake, Alison Parsons, Robin & Kathleen Donald, Andy Kaye, Sandy Osborne

Apologies: Seori Burnett, Robert Mackenzie

Minutes: Edel Walsh

No	Details	Action	Comment
1	Approval (and publication) of minutes of 31.03.2022: Prop PC/ RG		
No	Details	Action	Comment
2	Matters Arising from Previous Minutes		
2.1	High School Hydro Project & Vision Day Goals Unable to make engineering offer at present. If opportunity arises, will pursue. School under extreme pressure at present. Will raise again in autumn.	SD & SB	Ongoing
2.2	Undelivered lease AK circulated email 17 Feb outlining steps involved in pursuing a case. Costs and work involved coupled with no guarantee of satisfactory outcome mean unlikely LCR will take forward. AK will consider the FLS complaints procedure and also refer the matter to Maree Todd, MSP to highlight difficulties encountered by small groups.	AK	Ongoing
No	Details	Action	Comment
3	Operating Update		
3.1	Monthly Generation Very good first half April but drier second half. Achieved 74% target April; 72% for May and 82% target YTD. PGC to provide financial year figures when available.	PGC	
No	Details	Action	Comment
4	Resignations of Office Bearers		
4.1	The resignation of 2 office bearers – Dave Maxwell (Company Secretary) and Robert Mackenzie (Treasurer) were accepted, and the Board's thanks were expressed for the work they had carried out.		
4.2	The immediate appointment of a new Company Secretary is necessary, and AP has agreed to take on this role. This will allow LCR to apply to Coops UK to get the rules approved by the FCA.	AP/AK	

4.3	It has been proposed the Treasurer's responsibilities be shared. Responsibilities will need to be determined and agreed.	RG/AK	
No	Details	Action	
5	Monthly Finance Update		
5.1	Bank Mandates		
	Interim difficulties have arisen in respect of bank payment authorisations due to a lack of signatories. RG now signatory for the Triodos accounts and is being added to the BoS account. AC & AK are signatories for both banks. AP has volunteered to act as a further signatory. Lapsed authorities also need to be removed.	AK and authorised signatories	Update bank mandates
5.2	Turbine upgrade The ALOPS invoice has been <u>issued to SSE</u> .		£1,800 now paid
5.3	Shares Withdrawals Following previous discussions, RG dispatched the letter to Members at the end of April. Whilst aimed at all Members the letter also referred to those Members who had expressed a preference for withdrawing their shares after 5 years. They were not the people who replied. The total value of the withdrawals requested was £74.5k including one of £50k. All were approved with payments processed as laid out in the Rules. Confusion and disagreement has arisen regarding the priorities and timing for shares withdrawals and a clear understanding of the current rules is essential to any future consideration of changes. A guidance note will be drawn up. For the AGM the priority is to determine how much LCR can commit to further sharers withdrawals in the current financial year. This will be assessed when the financials are available for the 2021-22 financial year and cash flow projections have been updated. Note: From the end of the "5 year period" on 31 October 2022 Members can make requests to	AK Finance Group/SO AP/Finance Group	

	withdraw shares and under the rules these requests must be accepted; with repayments strictly in accordance with the order the requests are received in writing as and when funds allow.		
6	Details	Action	Comment
6.1	Signage		
	Members to revert with suggestions for replacement signage.	RG	
7	Details	Action	Comment
7.1	AGM – Wrap-Up		
	No progress. Comms group hasn't met. Needs to be re-constituted.	RG, AK, DM	
No	Details	Action	Comment
8	Website		
8.1	RG currently working on having films uploaded. Web host contract has been renewed	RG Comms Group (RG, SD, Alison)	Ongoing
No	Details	Action	Comment
9	UCT Directors		
9.1	RG met with TG and discussed co-operation. Both groups interested in housing and environment issues and happy to co-operate. They don't have personnel at present.	RG	
No	Details	Action	Comment
10	Organogram		
10.1	Draft circulated RG highlighted structure; how the split between Broompower and LCR feeds into this organogram. Roles need to be filled and RG would welcome feedback in this regard.	All	

11	Insurance		
11.1	Directors' Liability/Cover for Directors, volunteers		
	Confirmation received that we do have it.		
No	Details	Action	Comment
12	Chair's Report		
12.1	The upheaval caused by matters surrounding the shares withdrawal strategy has now ended. Unfortunately, the previous company secretary and treasurer decided to stand down. (These items are dealt with in other parts of these minutes) The Board will be working towards the 2022 AGM backed by the positive prospects of sound finances and clarity of vision that can underpin the agreed goals of Broompower and LCR.		
No	Details	Action	Comment
13	Hydro Land Purchase		
13.1	<u>Hydro Land Purchase (Lochbroom Community Woodland Project)</u> SB has found topographical surveys difficult and expensive to obtain. CHT will determine whether it's adequate to put Baby Hydro report to planners for pre-planning consultation. SO has offered to assist and will see whether he can obtain assessment from RJ McLeod assessor. The sites are ready to go forward for pre-application.	SB/SO/RG	Ongoing
No	Details	Action	Comment
14	AOB		
13.1	HIE Asset Management contact John McDonald has retired. Sandra Holmes interim replacement; appointment due soon for Wester Ross area.	RG	
13.2	Importance of attracting more board members and populating the organogram.		A key aim for the AGM
No	Details	Action	Comment
	<u>Next Meeting</u>		
	<u>Next Meetings (19:30hrs)</u> July 28 September 29 October 1 (AGM)?	RG	

