

Loch Broom Community Renewables			
Minutes meeting held 31.03.2022 19:30 – Ceilidh Place Parlour + Zoom			
Present: Rob Gibson (Chair, by Zoom), Seori Burnett, Alex Cochrane, Paul Copestake, Robin & Kathleen Donald, Andy Kaye (Zoom), Robert Mackenzie (Treasurer), Dave Maxwell			
Apologies: Sarah Donald (Di Rollo), Sandy Osborne			
Minutes: Edel Walsh (Zoom)			
No	Details	Action	Comment
1	Approval (and publication) of minutes of 27.01.2022: Prop DM/ SB		
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	Insurance claim for 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 examine FLS complaints procedure in order to lodge complaint. Will also raise with Maree Todd, MSP to highlight difficulties encountered by small groups.	AK	Ongoing
No	Details	Action	Comment
3	Operating Update		
3.1	Monthly Generation Period has been wettest February and contrastingly, driest March resulting in highest ever generation achieved in 5-year period.	PGC	
3.2	Turbine Performance Issues PC and SO have changed and re-greased more frequently; no difficulties have been experienced during checks.	RG, SD, Alison	
3.3	Turbine Upgrade (ALOPS) AK reported request to raise invoice to claim grant per ALOPS guidelines in amount of £1500+VAT.	RM	
No	Details	Action	Comment
4	Finance Update		
4.1	RM circulated monthly finance updates for January and February.		

4.2	<p><u>Interest/Share Repayment</u></p> <p>At the Finance Group meeting, it was agreed that in order to lower interest payments as quickly as possible and to maximise funds paid to the Community Benefit Fund, important to proactively start making repayments of around £40k per annum.</p> <p>In the short term, agreed to commence process of making repayments in current financial year and in due course, on receipt of advice, LCR will gain an understanding for the longer term. The rules and wording will be resolved going forward. It will be necessary to amend wording in the letter.</p> <p><u>Accounts admin</u></p> <p>Rationalising operations underway. Still ironing out some issues but at this point, accounting software is allowing for tracking of shareholdings.</p> <p>Working on online accounting software in preparation for VAT returns. Will need to create invoice templates for everything which though time-consuming, will ultimately speed up matters.</p> <p>Currently transferring data held on spreadsheets into the accounts software.</p>	AK RG DM RM	
No	Details	Action	
5	Signage		
5.1	Members to revert with suggestions for replacement signage.	RG	
No	Details	Action	Comment
6	AGM – Wrap-Up		
6.1	No progress. Comms group hasn't met.	RG, DM	
No	Details	Action	Comment
7	Website		
7.1	RG currently working on having films uploaded. Web host contract has been renewed	RG Comms Group (RG, SD, Alison)	
No	Details	Action	Comment
8	UCT Directors		
	RG has held brief discussion with Tim Gauntlett. UCT is requesting LCR board members to attend	RG	

	their meetings. As LCR have same requirement, we are at an impasse. UCT board small at the moment; consider possibility of formal commitment of 2 of their members to attend LCR to 1?		
No	Details	Action	Comment
9	Organogram		
9.1	<p>SB has completed but hasn't yet circulated. Has also completed one for Woodland Project; both will be ready for release when required.</p> <p>RG has questioned whether as chair, he should be involved in multiple sub-groups with impact of resultant lack of arbiter. Sub-groups should appoint leaders, consult with Chair and report to Board. RG will formally seek leader for each sub-group.</p>	<p>SB</p> <p>RG</p>	
10	Insurance		
10.1	Directors' Liability/Cover for Directors, volunteers		
	SO raised question relating to directors' and volunteer's liability and cover. Will review policy documents.	SO	
No	Details	Action	Comment
11	Chair's Report		
11.1	RG circulated report prior to meeting. Inter-relatedness between LCR and any housing trust that happens is highlighted. This is necessary to buy the land and progress LCR vision.	RG	
11.2	The "Golden Share" proposal needs to be understood – suggested that when members cash in their shares, they obtain a Founder Member's Certificate which entitles them to retain a vote, remain a member and have capital repaid.	RG	
11.3	Resolution 1 at the AGM agreed to adopt rules prepared by Coops UK. AK will forward rules to DM who will then submit to Coops UK for onward transmission to FCA.	AK / DM	
No	Details	Action	Comment
12	Lease Update / Hydro Land Purchase		
12.1	<u>Hydro Land Purchase (Lochbroom Community Woodland Project)</u>	SB,AK	

	<p>In order to facilitate first steps towards purchase, SB gave full spec for topographical surveys to three companies who agreed to tender. To date, just one response at an extremely high cost. SO and CHT thought spec too rigorous so possibly needs to be stripped back.</p> <p>SB will redraw tender applications and approach existing and new companies. Test bores will probably be required – anticipated £400 costs would be covered by the Community Benefit Fund.</p> <p>RG and SB attended event facilitated by Community Land Scotland. Rural & Island Housing Fund has been extended.</p> <p>RG & AK attended the Lael Woodland 10-Year Management plan consultation. Strategy turning towards reduction of intensity of monoculture cash crops. Any obligation they undertake will transfer to LCWP.</p>	SB/RG	Ongoing
No	Details	Action	Comment
13	AOB		
13.1	HIE Asset Management contact John McDonald has retired. RG will follow up to establish new contact.	RG	
No	Details	Action	Comment
	Next Meeting		
	<u>Next Meetings (19:30hrs)</u>		
	<p>May 26</p> <p>July 28</p> <p>September 29</p>		