



Loch Broom Community Renewables			
Minutes meeting held 13.03.23 19:30 –Zoom			
Present: Rob Gibson (Chair), Paul Copestake, Kathleen Donald, Andy Kaye, Seori Burnett, Sandy Osborne, Alison Parsons, Alex Cochrane			
Apologies: Edel Walsh			
Minutes: Kathleen Donald			
No	Details	Action	Comment
1	Approval of Minutes Jan 2023		
1	Prop. Seori, seconded Rob		
No	Details	Action	Comment
2	Matters Arising from Previous Minutes		
3.3	Advert produced for recruiting a new Treasurer sent out to new members but as yet no responses		
5.3	SO & SB reported re regrowth at the intake and some clearance had been done. Cutting of regrowth of trees on pipe track is half done. Blade and strimmer would be useful. Gorse growth and Alex offered to visit and hack back gorse. Paul warned that FLS would not be happy to see evidence of power tools but battery chainsaw is very useful for maintenance. It can get jammed up Now cleaned. Using it on a Sunday when FLS are not around. The chainsaw is kept in the turbine house.	Alex and others when available	
No	Details	Action	Comment
3	Shares administration		
	<p>The board considered the paper presented by AK. Update from Andy sent to Board approx £45K to pay out plus one discretionary payment of £500 More requests came in this week, but they will be on waiting list which will be reviewed in September. One or two had responded to the request but Andy had discovered that they did not really want to sell their shares.</p> <p>Sandy O will do a cash flow. EDF income for February in the quarterly FIT payment will improve income. Revisit the shares situation in Sept/Oct. Tight budget. 10th March – bank balance noted.</p> <p>Community Payment – due to pay est. £12K We need to have more income to meet outgoings but elec. Income will double May to end of April Board agreed Andy’s paper.</p> <p><u>Issues related to Gift Aid payment to Comm. Benefit Fund.</u></p> <p>£900 invoice and payment for CBF work agreed to pay.</p>	SO and AK	Issue agreed communication

	Delays to payment of £15K to CBF for past 2 years actioned by Andy (Covid and ill health) but no up to date record to reconcile the payment. Details held by previous treasurer, Rob, and therefore CBF gift aid claim delayed. However this can be done within 3 years.		
No	Details	Action	
4	Strategic review 2023 including Land purchase update		
	<p>Struan James is currently abroad SB will send him an email re coming on the Board</p> <p>Andy proposed contacting the crofters interested to be board members</p> <p>Caintech has produced a topographical survey of both housing sites, above the turbine house and above the landrover track.</p> <p>Trial pits - Caintech in conjunction with Kenny Maclean with digger will do this. They will also liaise with approp. works access permission from FLS and public liability.</p> <p>SB spoken to Communities Housing Trust who have agreed to submit a pre-app on our behalf. As CHT is a charitable organisation this will incur no fees.</p> <p>Before we progress the details for any pre-app we need to establish the scale of the project which will affect how we frame the application and what additional support we may require</p> <p>LOCAL SMALL SCALE PRE-APPS</p> <p>3 or fewer houses and other types of local development 35% of full planning application fee capped at £1,400</p> <p>LOCAL MEDIUM SCALE PRE-APPS</p> <p>Medium scale developments. For example; housing developments between 4 and 49 units, commercial development and other types of development. 35% of full planning application fee capped at £2,000</p> <p>Discussion re access and what FLS intends by extending track further North.</p> <p>Andy to phone to ask what FLS planning and the use of the road.SB reported what was mandatory and desirable</p> <p>Mandatory</p> <p>Clear description of development Location plan @1:1250 or 1:2500 Details of site access and drainage provision Sketches or drawings as necessary.</p> <p>Desirable</p> <p>Draft design and access statement Photographs of the site Site plans and sections and Elevational drawings</p>	<p>SB</p> <p>SB</p> <p>SB</p> <p>AK</p>	<p>Submit pre planning application</p> <p>Contact Struan regarding joining the board.</p>
No	Details	Action	
5	Operating update		

	See report from PC attached. Alison will post Paul's graphs along with the business plan on our Facebook page	AP	
No	Details	Action	
6	Finance update		
6.1	Treasurers report AK will distribute the february figures from the update from Alison Graham.	AK/AG	
6.2	Shares withdrawals Good response and contact details updated. Any suggestions to update website, investor's page? Alison will send out info to Broompower emails and log in details to files.	AK / AP	
6.3	We still have community memberships to work on and list of crofters interested who could be invited to become members.		
6.4	Proposal to have a presentation and invite them. Possibly in Braemore Hall? Update financial site for share holders with set dates. Several people didn't understand re share interest.		
No	Details	Action	
7	CBF and Gift Aid arrangement		
	These subjects were covered under Agenda item 3.		
No	Details	Action	
7	CBF payment		
	Covered in Agenda item 3	RG	
No	Details	Action	Comment
8	AOB		
	Sandy O looking into renewing electricity supply contract which will end on 6 th April. Locogen looking at it.	SO	Put in place Microsoft Teams
No	Details	Action	Comment
9	Next Meeting		
	Next meeting. Monday 24 th April		