



Lochbroom Community Renewables			
Minutes meeting held 15.08.23 at Crofton House, Market Street, Ullapool. 8.00pm			
Present: Rob Gibson (Chair), Kathleen Donald, Andy Kaye, Paul Copestake, Alison Parsons.			
Apologies: Alex Cochrane, Seori Burnett, Sandy Osborne.			
Minutes: Alison Parsons			
The meeting started on two urgent issues that had occurred during the week.			
	<p>1. Email from Tim Gauntlett regarding LCR decision to no longer collect shareholder dividends donated to CBF. RG will respond to explain our decision due to the administrative burden it creates and the ongoing drop in member's donations. A final round of payments will take place after the AGM when the position will be explained and discussed.</p> <p>2. Complaint from member via LUCT regarding failure to respond to an email concerning interest payments, we definitely have not received. AP will approach the member to clarify and resolve the matter.</p>	<p>RG</p> <p>AP</p>	
2	Approval of Minutes 19 June, 2023	Action	Comment
2	Prop. AK. Seconded RG.		
3	Matters Arising from Previous Minutes	Action	Comment
	<p>Cash flow update.</p> <p>SO's written report was discussed and AK commented the first quarter is usually a "quiet" period and confirmed it was essentially the same as at 31 May. We have interest payments due after the AGM and pending requests to repay shares. Therefore, we need to build our reserves to meet future requirements.</p> <p>REGO.</p> <p>AK confirmed SO's report and added EDF were now appointed at OFGEM as a "Super User" acting on our</p>		

	<p>behalf. A modest payment of circa £250 is due to LCR and AK will monitor for payment. He will follow up.</p> <p>Gilkes quote.</p> <p>Still waiting on this.</p> <p>Working party to clear vegetation growth.</p> <p>A good deal of this has been done save for some work needed on the slopes which AK, PC KD & RD volunteered to do.</p> <p>Draft minutes from AGM 2022</p> <p>RG has checked these and AP will publish on website.</p> <p>Volunteer appeal</p> <p>AP reported that an appeal was placed in the Ullapool News for 2 consecutive weeks with no response.</p> <p>KD offered to do a leaflet drop in the village with the help of her grandchildren. AKP/ KD to design and produce leaflets.</p> <p>KD suggested investigating possible sharing of treasurer with other groups.</p> <p>Meetings. AK suggested that we move to quarterly reports and schedule board meetings accordingly to reduce work and improve meetings. AK will suggest a suitable timetable.</p> <p>Date of next AGM</p> <p>AP has a diary conflict for the proposed AGM date of 30 September. New date agreed. 23rd September AM.</p> <p>It was suggested that we provide refreshments this year.</p>	<p>AK</p> <p>SO</p> <p>AP</p> <p>KD/AP</p> <p>AK</p> <p>All</p>	
4	Finance	Action	Comment
	<p>AK reported the changes to the Triodos accounts that were agreed are not yet in place. The application to Triodos must be submitted this month. Our accountants have the information needed for the end of year accounts. Last year our accountants failed to submit our accounts to HMRC, resulting in a penalty. This will be paid by our accountants</p>		
5	Strategic Review and Land Purchase	Action	

	<p>Site investigations. Caintech submitted the application for the works with all the necessary details such as insurances, trial pit locations and number etc. mid-June.</p> <p>We should have heard back from Forestry Land Scotland (FLS) by now. SO has chased Kevin at Caintech who is following it up with FLS.</p>		
6	Operating update	Action	
	See generation report from PC attached.		
7	Company Secretary update	Action	
	Nothing to add.		
8	Any other business & date of next meeting.	Action	Comment
	<p>AK asked the board to approve the payment of an invoice from IMServe for £192.45 + vat. Approved.</p> <p>Next meeting: 19th September. Remote meeting. AP to invite LUCT to attend.</p>	AP	