

Minutes



STEERING GROUP MEETING

7.30pm 17th June 2010 – BALNAIN HALL, GLENURQUHART

Attendees: Anne MacDonald, Peter MacDonald, Andrew Castell, Bill McDermott & Erik Trelfer plus Laura Nicholson and Steven Watson of Community Energy Scotland

Apologies: Mary Brook, Edward Redmond, Neil MacInnes, Shona & Frances Jones, Paul & Kate McKinley,

Agenda topics

Minutes of Meeting 27th May 2010

Discussion: the minutes of the previous meeting were agreed and signed

Ballot Results

The votes cast in the community postal ballot were counted with Laura and Steven from Community Energy Scotland serving as scrutineers.

There were a total of 733 votes cast and the vote was 4:1 in favour of the Community going ahead with the project to own a turbine.

Action items:	Person responsible:	Deadline:
Results to be communicated to Glenurquhart Community Council	Anne MacDonald	soon
Results to be e-mailed to Edward Redmond to advise Strathglass CC	“	
Inverness Courier to be advised and publish notice of AGM	“	

Community Engagement

Anne MacDonald

1) The ballot had cost a bit more than originally estimated, partly due to an extra print run for those who had ticked the box on their Electoral Roll Return to opt out of having their details being made available for mailing. It was originally thought this would only be a very small percentage, but now transpires to have been at least 10% or more of the electorate. All who had contacted us asking for a ballot paper were checked against the mailing list and provided with a ballot as appropriate.

2) We now need to have a drive to get the community to sign up and join the community company and to try and get as many people along for the AGM as possible.

Action items:	Person responsible:	Deadline:
E-mail all those who have expressed interest in the project	Erik T	urgent
Talk to friends, neighbours & everyone we can about joining	All	Urgent

Correspondence		
None		
Action items:	Person responsible:	Deadline:
None		

Matters Arising and Any Other Business		
<p>1) All Directors must stand down at the AGM and offer themselves for re-election. All the directors have indicated they are willing to stand for re-election. We also need to bring on more directors to ensure we have continuity later on when a proportion of existing directors have to stand down, and to bring more skills onto the Board – we particularly need accountant and legal expertise.</p> <p>2) Now that we have a mandate to take the project forward we need to have a meeting with Mike Girvan to finalise figures. Community Energy Scotland have offered use of their premises if required. The figures for all Corrimony Energy Ltd (CEL) development costs to date need to be finalised so that we can ensure the current funding will be adequate. We also need to have accurate figures for the rest of the project on which to base our next phases of funding applications. There will need to be a time-line agreed with CEL recording when the cash calls will be materialising and the amounts. This has to be done well in advance due to the long lead-in time we need in order to make applications and the time taken for the granting of funding after an application is made. A firm schedule is essential as otherwise funding may not be in place in time to meet costs, or conversally, we could lose funding if it is obtained but not utilised within the time scales imposed</p> <p>3) Anne advised the Big Lottery’s new funding arrangements are to start in July and it appears there will be a Community and Renewables sector – but not known yet how much funding will be available.</p> <p>4) We now need to determine our Business Plan. To do this we will need better figures to estimate what our Revenue will be. We must then develop our ideas about what the Revenue is to be used to fund as this will be a key part the information we must submit to obtain funding. Once we have determined the projects to be funded, we then need to supply details of what the outcomes will be. Having more directors will make us more representative of the community, so we need to encourage folk to become involved and perhaps co-opt some people with the particular expertise we need.</p>		
Conclusions: N/A		
Action items:	Person responsible:	Deadline:
None	None	n/a

DATE OF NEXT MEETING: THURSDAY 26th August 2010
AGM 25th June

Chairman:

Anne MacDonald

Anne MacDonald

Clerk to the Board:

25:8:10

Erik Trelfer

Date:

25/8/10

E. Trelfer

