**BLACKHILL WINDFARM COMMUNITY FUND**

**Meeting of Directors, Wednesday 17th May 2023, Longformacus Village Hall at 6.30**

**(Longformacus Village Hall, Duns, TD11 3PB)**

**MINUTES**

1. Present – Stuart Renton, Adam Prokopowicz, Keith Dickinson, Tim Myer, Sharon Cleghorn
2. Apologies – James Robson, Hazel Smith
3. Declaration of interest –
4. Approval of minutes from February 2023 - Approved
5. Applications – Update
* **BF02**50 – BAVS - £2,000.00 – Rejected Ltr sent 28/02/2023
* **BF0252** – Berwickshire Swap - £1,491.67 – Awarded 05/03/2023
* **BF0253** – Duns Tennis Club - £4,500.00 – Awarded 15/03/2023

Email received from Chris Jackson – 10/05/2023 –

* To date DTC have only raised £30k of the £60k needed for the project and have requested the following -
* They would like to hold onto funds until the current season finishes in Autumn.
* Use the funds towards the proposed project costing £60k or use the funds towards the cheaper option costing £40k.
* **Response** – The directors are happy for the club to hold onto the funds until the Autumn when the current season finishes. However, they request some clarification on the proposed use of these funds and assurance that they will be used for the purpose of the original application.
* **BF0254** – SWI - £1,000.00 – Awarded 05/03/2023
* **BF0255** – Duns Community Nursery - £1,732.80 – £2,000.00 Awarded 15/04/2023
1. New Applications – Bank Balance – 01/05/2023 = £39,873.43
	* + - **BF0256 – Duns Countdown 2000 - £4,000.00**
			- SR declared an interest.
			- Looking for funding to repair Christmas lights, replace equipment, structural testing & PLI
			- Previous funding received in 2013 (£10+k) for the power supply and 2017 (£2k) to repair lights.
			- A poor application, frustrated when an application is not taken seriously.
			- The community need the Christmas lights and a good display brings joy to the whole community.
			- Would like to support but propose a smaller amount.
			- Beneficiaries are the businesses in the square, should they contribute financially to the lights?
			- Contributions in kind from businesses in the community to the value of £6,500.00.
			- Will a smaller contribution lead to the failure of this initiative?
			- **Approved** - £3,000.00
		+ Advise - Next funding period we would expect a much higher financial input from the local businesses and suggest a fund raising committee would be beneficial going forward.
		+ To acknowledge the support from BWCF we request a plaque or similar be displayed i.e., on the fence around the Christmas Tree?
			- **BF0257 – Duns Summer Festival - £3,630.00**
			- Would like to purchase a 40ft storage container.
			- Received £2k in 2015 but funds returned.
			- No other funding sought and current reserves of £34k.
			- Would like to support but propose 50% support.
			- **Approved** - £2,000.00
		+ Advise – A 45ft storage container to optimise value for money as costs approx. the same as a 40ft.
			- **BF0258 – Allsorts Childcare - £517.24**
			- Would like to purchase new toys and equipment.
			- Received funding in 2013 (£7.5k) to upgrade office, outdoor play, kitchen. 2020 (£995.00) to support local child with autism and 2021 (£851.00) to part fund purchase of a tablet.
			- Good application for a modest sum and very specific.
			- **Approved** - £550.00 – Subject to receiving supporting documents.
			- **BF0259 – Greener Duns - £798.99**
			- Looking to purchase a gazebo, display boards and flip charts.
			- Received funding in 2022 (£600) to fund meeting space.
			- Their aims fit neatly into what our aims as a Windfarm Fund are.
			- **Approved** - £800.00
		+ Could acknowledgment be fixed to the gazebo
			- **BF0260 – Reston Junior Agricultural Club - £400.00**
			- Looking for funding to support a young person’s travel to Canada and another young person’s travel to Croatia.
			- Applied for funding in 2021 to buy a marquee, which was declined.
			- Outwit our catchment area but may have members within our catchment.
			- Modest application to support 2 young individuals that have been selected following a specific process.
			- Supporting cultural exchange is worthwhile.
			- **Approved -** £400.00
			- **BF0261 – Live Learn Earn CIC - £5,000.00**
			- Requesting funding to partner with a host org, BHS, as well as local businesses to deliver 30 R-evolve workshop sessions over 11 months.
			- Aims, in essence, are good and has been part funded by BHS.
			- Good application and very specific however it feels like a blanket application to local funders.
			- R-evolve Workshop Programmes is a national organisation funded by Scottish Government and Local Government.
			- Live Learn Earn CIC is private company based in Peebles and the sole director is the main recipient of the funds.
			- Registered with Company House since 2021.
			- Have rejected 2 similar applications from local businesses.
			- Aims and objectives are worth supporting.
			- Although a private company/business their accounts show a modest sum allocated to salary/travel expenses.
		+ **Response** - Very sympathetic and like the project, however we have various constraints relating to the use of our funds. See the extract below from our Guidance Notes 2.1.

*“Your organisation can apply if you:*

* *Are a community led organisation.*
* *Are a not-for-profit group with charitable aims.*
* *Are working in, involve, and benefit people from the communities of the above four Community Council Areas.*
* *Have a bank account, in the name of your group, which requires at least two signatories, who should not be related*
* *Have a constitution or Articles of Association, dated and signed as “adopted” by the Chair, or other senior office holder on behalf of the group*
* *Can spend the grant within one year or return it, or part of it, to the Fund, unless otherwise agreed.”*
	+ - If you would like to discuss this further, please get back in touch and I can put you in contact with our Chair.
			* **BF0262 – Keeping Duns Blooming Marvellous - £2,988.71**
			* Looking for funding to replace the battery in the Polaris Electric Vehicle.
			* In 2022 they received £920 to enhance the floral display in front of Volunteer Hall.
			* Great local group with many volunteers.
			* Without this vehicle they are unable to carry out the work needed to maintain the current flower beds and green areas.
			* **Approved** - £2,988.71
			* **BF0263 – Duns Players - £860.00**
			* Requesting funding to go towards the restaging Jim Clark The Musical 2023.
			* Written by 2 local writers about a local boy made good.
			* Previous funding was received in 2013 (£3k) for new sound equipment, 2018 (£1,700) for O What A Lovely War, 2019 (£3k) for Duns Play Fest and 2021 (£4,500) for signboards & to help a young film maker.
			* Relatively modest amount in terms of the total project cost.
			* **Approved** - £860.00
1. Development of Code of Practice
	* A recent discussion Keith had with Shona Glenn from Bigger Economics, regarding how we made and use our funds, stimulated a number of questions.
		1. Do we have a Code of Practice regarding the running of our meetings?
		2. Do we have anything written regarding confidentiality?
	* A working meaningful Code of Practice would be beneficial however reluctant for our process to be become over bureaucratic.
	* Our Memorandum of Association, Articles of Association, Grant Funding Agreement and Guidance Notes all relate to how we deal with the funds from the windfarm and how we allocate the money.
	* A Code of Conduct/Practice would deal with best practice during meetings while managing discussion and assessing applications.
	* What would we want to capture within 1 to 2 pages? – Only things not covered in existing documentation.
	* Code of Conduct and Code of Practice cover similar codes.
	* Keith to look through the SBC’s Code of Conduct for Community Councillor’s and SBC Councillors to see if there is anything that would benefit BWCF that is not covered in our documents.
	* Sharon to produce a document to cover confidentiality and GDPR.
2. AOB
	* Keith had a discussion with Luke Comins of Tweed Forum, who look after Falligo Rig Funds, following a request from Luke to discuss how BWCF operate.
	* Falligo Rig has an annual budget of approx. £200k compared to BWCF budget of £30k approx.
	* Keith advised that we do not have an absolute ring fence to our catchment area and will support good applications that come from outside.
	* They agreed to an open line of communications regarding any questions relating to applications received.
	* AGM in August Sharon to email invitation to previous successful applicants and start process for Directors Report.
3. Dates of future meetings
* 16th August 2023 AGM – Volunteer Hall, Duns
* 15th November 2023 – Preston Village Hall – TBC
* 14th February 2024 – Gavinton Village Hall - TBC
* 15th May 2024 – Lammermuirs - TBC