

# Ray Windfarm Fund CIC

## Board Meeting

Date 23<sup>rd</sup> April 2020

Place via zoom

Time 7.00pm

- |   | <b>Action</b>        |
|---|----------------------|
| <p>1    <b>In attendance</b><br/>Peter Ramsden, Chair (PR); David Burn (DB); Paul Cowie (PC); Martin Chilvers (MC); Ian Rawles (IR); Katie Wood (KW); Richard Thornton (RT); Chris Robson (CR); Tony Pender (TP); Andrew Harding (AH); Joanne Willis, CDO (Minutes)</p> <p><b>Apologies</b><br/>Sarah Crone, Lesley Gosling, Willy Browne-Swinburne</p>   |                      |
| <p>2    <b>Welcome to Joanne Willis, Community Development Officer</b><br/>PR welcomed JW, short address given by JW</p>  |                      |
| <p>3    <b>Declarations of interest</b><br/>AH regarding item 9a – Corsenside Village Hall grant application</p>  |                      |
| <p>4    <b>Minutes of the last meeting</b><br/>Accepted as a true record of the meeting. PR thanked TP for the updated Process with T&amp;C for the Small Donation Fund. All accepted the revised documents.</p>  |                      |
| <p>5    <b>Appointment of Community Development Officer</b><br/>MC updated the meeting on the appointment process. There were 25 contacts, 12 applications and 5 interviews. Jane Cartridge had delivered the hardware to JW and therefore she could now be contacted on the CIC mobile and provided the email address she can be contacted on until 1 July when she will take on the <a href="mailto:admin@raywindfund.co.uk">admin@raywindfund.co.uk</a> after JC left the CIC.</p>                                   |                      |
| <p>6    <b>Community Network Meeting 5<sup>th</sup> March</b><br/>IR had a report from the meeting. IR has a list of email addresses from the attendees, JW to put on contacts list. West Woodburn require a flood warning sign located on the A68, AH to follow up. KW to look into the need for transport from West Woodburn to Bellingham schools. JW will add the report to the CIC website. IR to investigate conducting a Survey Monkey to seek further feedback and comments for possible funding proposals.</p> | AH<br>KW<br>JW<br>IR |
| <p>7a   <b>Virtual LIC Meetings 2.4.20 and 22.4.20</b><br/><b>Community COVID-19 Emergency Fund</b><br/>PC circulated a procedure document, he is responding to enquiries. He covered the details that each applicant would need to provide. The aim is to give decisions within a week. There was discussion of other organisations</p>  | PC<br>KW             |

the CIC should be communicating with including CAB, Community Foundation. If anyone is able to provide other organisations that can be contacted please provide details to PC. PC agreed to contact Community Foundation. KW to follow up the possibility of providing laptops for schools / ring fencing the money for computers. Following discussion there was agreement to fund four of the applications received based on information provided. PC, JC & JW to coordinate database and provide references to each application received. Under this item recent communications from Berry were fully discussed. PR to respond on behalf of CIC.

8 **Virtual F & GP Meeting 8.4.20**

CR provided a summary from the most recent F&GP meeting.

9 **Applications for consideration**

Both applications received were discussed.

Ref (032). It was agreed that there were more details required before a decision could be made. There was agreement that given the commitment to the Covid19 hardship fund no grants would be made at this time. It was highlighted that there was still no agreed process / criteria map for business funding applications. TP kindly agreed to prepare the paperwork for review of the CIC. TP

Ref (078) There was agreement to support this application subject to confirmation of the match funding but it was agreed no payment would be made at this time to allow the maximum funds available for the hardship fund.

10 **Key Dates**

3<sup>rd</sup> June – It was agreed to postpone the Open meeting and rearrange when there was more clarity regarding the social distancing restrictions. IR to record and upload an online presentation. IR

27<sup>th</sup> August Annual General Meeting

Next scheduled meetings:

F & GP alternate months second Wednesday – 13<sup>th</sup> May by zoom 7pm

LIC will be meeting weekly where necessary to consider applications to the Covid19 hardship fund

Board fourth Thursday – 28<sup>th</sup> May by zoom 7pm

11 **A.O.B**

- JW to speak with JC and provide recommendations for the roll-over of directors as they approach their three year anniversary. JW

It was decided to use social media to ask people what needed now in relation to COVID-19 hardship. and to publicize the hardship fund.

Information is also to be passed on to the local publications, JW to ask JC for advice.

**Close at 9.00pm and date of next meeting is 28<sup>th</sup> May by zoom 7pm**