

Ray Windfarm Fund CIC

Board Meeting

Date 25th February 2021

Place via zoom

Time 7.00pm

Action

- 1 **In attendance**
David Burn, Chair (DB); Peter Ramsden (PR); Martin Chilvers (MC); Richard Thornton (RT); Lesley Gosling (LG); Paul Cowie (PC); Chris Robson (CR); Sarah Crone (SC); Andrew Harding (AH); Katie Wood (KW); Joanne Willis, (JW) CDO (Minutes)
CR left the meeting at 8pm.
Apologies
Non-attendance
- 2 **Minutes of the last CIC meetings 28th January and 5th February 2021 and matters arising.**
All accepted as a true and correct record, no matters arising.
- 3 **Virtual LIC Notes 18th February 2021**
Accepted as a true record.
- 4 **Declarations of interest**
PC declared an interest in the Covid-19 application.
- 5 **Covid-19 Application**
 - **150** – CR gave an overview of the accounts. There are fixed costs of £1,000 per month and the income cannot cover that currently. CR's advice would be to award £1,000 for March, to review in one month and possibly award £1,000 for April if required. Unanimous decision to support that recommendation by the CIC.
- 6 **New Terms of Reference for the LIC**

PR has revised the terms of reference for the LIC, he has proposed that it be renamed the Application Review Committee (ARC). The ARC will not make any grant award decisions on applications but will aid the CDO in reviewing applications and evidence supplied in support of them.
Unanimous decision to change the purpose and rename to ARC.
- 7 **JCCA/ Vattenfall Review**

PC has been reviewing the current Governance Handbook. This needs further work in formatting, cross referencing with the JCCA recommendation document, adding appendices, spell checking and

JW
DB
PC
KW

ensuring all terminology is correct. Discussions surrounding the Governance Handbook wording and order ensued. JW to email BJ to request a further two weeks to complete the first draft. KW to look at formatting the document.

8 **AOB**

Progress report requested on two grants awarded this year but not yet claimed. Both are not in a position due to the pandemic to utilise funds this grant year, therefore the funds can be used for other awards if necessary and ring fenced once again in the new grant year 2021-22.

9 **Key Dates**
25th March 2021 Next CIC Meeting
Closed 8.15pm