# SCBF Directors Meeting

# 9th February 2022 at 1830

# (held via Zoom)

**1. Apologies**

None

**2. New declarations of interests**

None.

**3. Directors/Observers**

Chris Bunyan (Chair), Aileen Brown, Alistair Laurenson, David Cooper, Karen Hannay, John Dally, James Garrick, John Parry, Jim Anderson, Angela Sutherland, Neville Martin, Colin Clark, Alistair Christie-Henry and Eleanor Gear (Administration Officer).

In attendance – Eddy Graham (Director, IBP Strategy and Research)

**New Directors/Observers**

None

**4. Minutes of 12th January 2022**

Proposed by John Parry, seconded by Alistair Laurenson. Agreed.

January’s meeting asked Angela Sutherland and Eleanor Gear to investigate SCBF’s insurance requirements as the renewal is due on 1st March 2022. As the current insurance expired before the next management committee meeting the meeting agreed unanimously that the officers should consider any quotes and approve the insurers offering the deal proposals for SCBF.

**5. Business Plan Subgroup**

CB introduced Eddy Graham to the meeting and advised that the first business plan subgroup meeting will take place the following Wednesday (16th February). Eddy Graham said he will lead the community consultation, but other IBP colleagues will form part of this process with the key being to work alongside SCBF. IBP have set out a 4 stage process. Stage 1 – this is the review stage, what we know at present. Stage 2 – idea generation, what could the fund do, areas to look at. Stage 3 – testing stage, filter down ideas, survey the community. Stage 4 – put the business plan together, how the fund will work in practice. The contract with IBP formally begins on the first of April but Eddy welcomes the opportunity to have an initial meeting with the subgroup next week. CB advised directors that the subgroup will then report back to directors. CB thanked Eddy for joining the meeting, he left the meeting at 18:47.

**6. Audit and Governance Group**

Nothing to report

**7. Administration**

**(a)** HIE Board Health Check – timetable circulated

CB urged those who were still to complete the online questionnaire to please do so. The next stage is telephone interviews, and a draft action plan will then be sent to the board by the end of the month.

**8. Financial Report**

**(a)** Report on 2021-22 income and expenditure - circulated

Colin Clark asked if the savings could be noted in the 2021/22 balance as they are still SCBF funds. This was agreed and EG will update the report accordingly.

Finance report noted.

**9. Legal and Accountancy Advice**

**(a)** RSM advice on VAT – paper circulated

A report from RSM was circulated following last month’s meeting when directors asked about any tax implications on unspent unallocated funds remaining in our bank account for long periods, such as two years. The report stated that for any funds ‘earmarked’, or allocated, there was no tax liability. Angela Sutherland asked the chair to check that the advice covered funds unallocated for two years or more.

Report noted.

**10. Viking Energy**

Nothing to report

**11. AGS**

**(a)** Report on applications received - circulated

Report noted.

**(b)** AGS community council expenditure – report circulated

A few comments were raised regarding the report. Angela Sutherland asked if she could share the report with her community council as it would give a feel for where money is being spent. This was agreed. Colin Clark said CB’s interview on Radio Shetland had been very good and this is something SCBF should do intermittently. John Dally noted that quite a few clerks had not responded when asked for information regarding upcoming projects in their areas. Angela Sutherland had also heard a report on SIBC about the fund which she hoped was encouraging applications, CB confirmed this was a news report and not an advert for the fund.

EG will prepare a similar report for the directors meeting on a quarterly basis. Report noted.

**(c)** Review of AGS

At the last meeting a small group of CB, EG, Jim Anderson (JA) and Karen Hannay (KH) was set up. Nothing has progressed. JA and KH to review and respond to the AGS review email.

**12. Shetland Aerogenerators Community Benefit Fund**

Bells Brae School Parent Council are now in receipt of the second payment of £10,000. A monitoring report has been requested and the £400 admin fee is now in the SBCF account.

**13**. **Other commercial renewable energy scheme**

Colin Clark has been in touch with Peel who are still waiting on the CfD auction but are keen to work with SCBF. Statkraft are going through planning and are also still keen to work with SCBF.

Nothing to report from any of the other renewable energy schemes.

**14. Any other business**

CB asked Alistair Christie-Henry (ACH) if he had an update on the availability of meeting rooms at Islesburgh. ACH could advise that rooms were available to hire in line with current guidelines on social distancing and they could be booked up to 10pm in the evening. You can book a room with a projector or portable TV and stream Zoom through our own laptop. A 3 hour booking would cost £50. The return of face-to-face/hybrid meetings will be added to next month’s agenda under administration.

Date of next meeting – 9th March 2022

**Meeting closed at 19:21 with nothing further to discuss.**