# SCBF Directors Meeting

# 8th June 2022 at 1800

# (held via Zoom)

**Present**

Chris Bunyan, Aileen Brown, John Parry, David Cooper, Colin Clark, John Dally, Karen Hannay, Alistair Christie-Henry and Jim Anderson

**In Attendance**

Eleanor Gear, Administration Officer

**1. Apologies**

Robin Black, Neville Martin and Jamie Macbeath

**2. New declarations of interests**

None.

**3. New Directors/Observers**

CB advised that a nomination for a new director for Delting had been received. Jim Milne was proposed by CB and seconded by Alistair Christie-Henry. Jim was invited to attend the meeting but sent his apologies, CB welcomed him to SCBF in his absence.

**4. Minutes of 11th May 2022**

Proposed by John Parry, seconded by Colin Clark. Agreed.

**Matters Arising and not covered by the agenda**

None

**5. Audit and Governance group**

**(a)** Role of Subgroups

Aileen Brown and Neville Martin drafted a template TOR for the subgroups to use which was circulated prior to the meeting. CB raised that there had been little response to emails regarding the roles of subgroups and opened the topic up to comments. David Cooper felt that the paper/template was very useful and doesn’t restrict the subgroups but gives clear guidelines. It was suggested that voting should feature in the template, but following discussion it was decided that decisions should be reached by a consensus (due to low group numbers) and if this did not happen, the issue would be referred back to the monthly management meeting.

EG is to send out a reminder email to each of the subgroups asking them to confirm the role of each subgroup. On receipt of this information, EG will complete the TOR’s for each subgroup.

**6. Administration**

**(a)** Hybrid meetings

Directors agreed that from July onwards, the SCBF monthly management meetings will take on a hybrid format. The Audit and Governance group will draft an expenses policy and form detailing allowable expenses for attending meetings in person.

**7. Financial Report**

**(a)** Report on 2022-23 income and expenditure - circulated

The main change on the income and expenditure report is the movement of funds between the savings accounts and business current account. Funds are moved as required to meet SCBF’s financial obligations. Finance report noted.

**8. Legal and Accountancy Advice**

**(a**) Corporation Tax – paper circulated

HMRC are satisfied that SCBF activities at this time would not be subject to corporation tax. If the second MoA is largely based on the first MoA it is hoped that this opinion would remain.

Report noted.

**9. Viking Energy**

Nothing to report

**10. Business Plan Sub-Group**

Eddy Graham (IBP) is coming to Shetland at the beginning of July and the Business Plan Sub-group will be meeting with him for a 4-5 hour meeting where the practical details of the consultation and business plan will be discussed. A further update will be given to the monthly management meeting following this.

**11. AGS**

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

The director’s attention was drawn to page 2 of the report which details applications rejected during the due diligence stage. Report noted.

**(b)** SCBF Appeals Procedure V2-1 – circulated

Amendments to the procedure were highlighted in yellow. Policy proposed by John Dally, seconded by John Parry. No dissent. Appeals Procedure V2 adopted.

**12. Shetland Aerogenerators Community Benefit Fund**

Nothing to report

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

CB has been invited to meet with ESB who are interested in developing the NE1 site. Peel have advised that the CFD needs to be submitted by the end of the week with a further update expected at the end of July.

**14. Any other business**

Date of next meeting – 13th July 2022 at 1800

**Meeting closed at 18:40 with nothing further to discuss.**