# SCBF Directors Meeting

# 12th June 2024 at 1800

# Market House Conference Room

**Present**: Chris Bunyan, Alistair Christie-Henry, Colin Clark, John Dally, Alistair Laurenson, John Parry, James Garrick, David Cooper, Jim Anderson, and Paul James.

**In Attendance**: Eleanor Gear, Fund Manager and Emma McKay, Administration Officer.

**1. Apologies**

Aileen Brown, Jim Milne and Graham Booth.

**2. New declarations of interests**

None

**3. New Directors/Observers**

None

**4. Minutes 15th May 2024**

Proposed by John Dally, seconded by John Parry. Agreed.

**Matters arising and not covered by Agenda**

None

**5. Audit and Governance Group**

Nothing to report.

**6. Administration**

**(a)** Chris raised that following the AGM the membership of each sub-committee needed to be determined.

Audit & Governance members – Aileen Brown, Jim Anderson and Alister Christie-Henry. Agreed.

Fund Management members – Chris Bunyan, Colin Clark, Aileen Brown, John Dally and John Parry. Agreed.

Other Schemes – Chris Bunyan, Colin Clark and John Parry. Agreed.

**7. Financial Report**

**(a)** Report on 2024-25 income and expenditure

Report Noted. David Cooper thanked Eleanor for the simplified financial overview to help understand the financial figures.

**(b)** Nominations for charitable donation

A report was circulated with 6 different charities suggested by directors to receive a charitable donation from the bank interest. It was proposed that the total bank interest was divided by the total number of votes received and distributed on a share basis per vote to all 6 charities. The charities are Shetland Food Bank (£3,114), RNLI (£3,114), Mind Your Head (£1,557), Dogs Against Drugs (£1,557), Citizens Advice Bureau (£779) and COPE (£779). Agreed.

**8. Legal and Accountancy Advice**

Nothing new to report, SCBF are still waiting on RSM to come back with report on tax position and applications to HMRC.

**9. Viking Energy**

**(a)** Viking Year 1 Payment - SSE Letter

Letter from Lindsay Dougan confirming the first-year VCF payment would deduct the earlier donation of £200,000 to the MRI Scanner appeal. Payment in year 1 will be £2,015,000. Letter noted.

Colin Clark raised that the public should be reminded about the earlier donation of £200,000 to the MRI scanner in Shetland as this may have been forgotten.

**(b)** Business Plan – Letter from SSE

SSE Renewables have formally accepted the SCBF Business Plan which meets all the necessary criteria required under the Minute of Agreement. All formal and legal requirements have now been met for the fund to start.

Letter noted.

**10 Fund Management Group**

**(a)** Business Plan Priority ‘Transport’ – Tunnels

A paper was circulated on tunnels and where, or if, they fit into the strategic priorities of the fund. Following discussion between directors it was agreed that an application from a Tunnel Action group would be treated the same as any other application from a community group and would be assessed against the criteria for that fund (CGS or Strategic).

**(b)** Launch of VCF, publicity and attendance at local shows

Promotional leaflets for the Viking Community Fund are to be circulated to every household via Royal Mail and 3 pull-up banners will be printed to be used at presentations and local agricultural shows.

The agricultural shows begin in August and Chris suggested that a minimum of two directors volunteer to attend these shows – Emma to circulate dates and ask for volunteers for each show.

NB Communication are on the finial stages of the new website, this is looking to be up and running around the end of July.

**11 AGS**

**(a) Application Summary Report – (circulated)**

Report noted. It was discussed that any remaining funds from the Advance Grant Scheme will carry forward to the Community Grant Scheme on 1st September 2024. Revised Memorandum of Understanding and Data Sharing Agreement have been finalised and will be sent out soon to all Community Councils. Both documents remain largely unchanged.

**12 Shetland Aerogenerators Community Benefit Fund**

**(a)** Brae School Parent Council application

The project involves the purchase of science equipment to be used in Shetland schools and by senior pupils in STEM leader clubs and the reintroduction of an annual Shetland science fair. The four-year science fair plan will start in 2024 building up to a full science fair by 2026/2027.

Press release was discussed and noted.

**13 Other Commercial Renewable Energy Schemes**

Nothing to report.

**14 Any other business**

None

Meeting closed at 1851 hours

Date of next meeting will be Wednesday 10th July 2024.