



1st July 2024, 6 pm
Village Hall, Cairnryan

MINUTES DRAFT

1. Welcome and apologies

Present:

Kenny Cairnie	Chloe Cairnie	Marc Houghton	Hansa Gajjar
Maggs Hope	Jane Bryson	Mary McCormack	Ben Wallace

Apologies:

Jamie Dalrymple -Hamilton

In attendance:

Linda West, Foundation Scotland

Ben Wallace welcomed everyone to the meeting and agreed to Chair, apologies were noted.

2. Panel Updates

• **Minutes of previous meeting (Paper 1)**

The minutes of the Cairnryan Community Fund Panel meeting held on 22nd April 2024 were approved as an accurate representation of the meeting with no amendments, proposed by Jane Bryson, and seconded by Chloe Cairnie.

• **Matters arising not on agenda:**

None

• **Outstanding actions:**

Marc Houghton provided an update on gym equipment. Cairnryan Community Council distributed a survey to every household in Cairnryan, which included a proposal for an outdoor gym. Eight surveys were returned, and the responses showed minimal interest, with all respondents indicating they would likely not use it. It was suggested that the idea could be revisited in the future if residents express a need for such an option.

At the last Community Council meeting, the continuation of Energy Grants for the winter of 2024/25 was discussed and the Community Council supported the Grant. Foundation Scotland

noted that the decision to issue these grants rests with the Panel, which initially considered them at a previous Panel meeting in October 2022. The Panel agreed to issue the £300 Energy Grant to Cairnryan households for winter 2024/25. However, they decided that applicants should be informed that the award amount might be reduced in subsequent years.

ACTION: FS to start the planning for awarding the Cairnryan Energy Grant of £300 to applicable households.

There was an outstanding item on governing documents, some of these are being agreed with senior staff at Foundation Scotland, once finalised these will be issued to the Panel.

ACTION: FS to send governing documents for discussion when finalised.

3. Fund updates

- **Fund Statements (Paper 2,3,4)**

The Fund Statements were presented for Greencoat North Rhins, ScottishPower Renewables Glen App which have live balances of £15,697.47 and £130,372.36 and £4,800.00 on education and training fund.

It was clarified that the balances were moving because the Energy Grants were continuing to be paid out.

It was noted that one Education and Training award had been released since the Panel last met, relating to an individual who is completing a Hons Degree in Nursing and has received £600 towards the cost of a laptop.

4. Grant making

- **Funding Requests**

There was one funding request for consideration (Paper 5):

Applicant	Purpose of Request	Amount Requested	Amount Awarded
Stranraer Water Sports Association -	The grant will contribute towards the delivery of SkiffieWorlds 2025; an International St Ayles Skiff Coastal Rowing World Championship event.	£10,000.00	£0

ACTION: FS to send the grant decision (rejected) to the applicant.

5. Fund Newsletter (Paper 6)

The updated Fund Newsletter has been circulated for distribution. The Panel agreed the Newsletter was now complete and would be issued to all households in Cairnryan.

Action: FS to process paper copies of the Summer Newsletter and distribute.

6. Group Interim Report (Paper 6)

This item was not discussed due to the lack of clarity, and the length and content of the group's submission. The Group have been asked to resubmit their interim report requirement. This item will be added to the agenda for the next Panel meeting.

7. Invitation to Tender (Paper 7)

The proposed tenders for the Cairnryan Interpretation Boards were discussed, and it was agreed that a comparison table would help evaluate them. FS will circulate the tender documents along with the comparison table. The Panel decided to communicate via email regarding the tenders.

ACTION: FS to send the tenders to the Panel and include a comparison table.

8. Any other Business.

A Panel portal short demo was provided to the Panel, features discussed were the use of the red, amber and green ratings and the live information available on the Funds. The Panel were hopeful that this would help support the decision-making process. Hansa Gajjar requested a reissue of the portal access and Mary McCormack requested a link to reset her password.

A question was asked by a Panel member about the availability of information on what cannot be funded. FS agreed to include this information in the circulation of the Panel minutes.

The Panel agreed that a draft version of the meeting minutes would be posted on the Fund web page, with any significant amendments to be addressed and approved at the next Panel meeting. As this is only the second time publicising draft minutes, the Panel agreed to view them as draft before posting.

ACTIONS:

FS to re-issue portal access for the two Panel members.

FS to circulate a paper on what cannot be funded.

FS to post a draft version of the minutes on the Fund webpage, and change the previous draft minutes to approved.

9. Date and venue of next meeting

Foundation Scotland to confirm by email.

Summary of actions:

Item	Action	Date	Who
2	FS to start the planning for awarding the Cairnryan Energy Grant of £300 to applicable households.	Before next meeting	FS

2	FS to send governing documents for discussion when finalised.	At a future meeting	FS
4	FS to send the grant request decision to the applicant.	ASAP	FS
5	FS to process paper copies of the Summer Newsletter and distribute them.	ASAP	FS
7	FS to send the tenders to the Panel and include a comparison table.	ASAP	FS
8	FS to re-issue portal access for the two Panel members.	Before next meeting	FS
8	FS to circulate a paper on what cannot be funded.	with draft minute.	FS
8	FS to post a draft version of the minutes on the Fund webpage, and change the previous draft minutes to approved.	ASAP	FS
9	Foundation Scotland to confirm the date of next meeting.	Before next meeting	FS