



Notes of SSE SDF Keady Windfarm

Annual General Meeting

Date: 14 March 2024 @ 1:30pm

Venue: CSH & Microsoft Teams

Present	Organisation
Cllr Julie Reed (CJR)	North Lincolnshire Council – CHAIR
Vacancy (formerly Cllr John Briggs)	North Lincolnshire Council – VICE CHAIR
Anne Brewster (AB)	Job Centre Plus
Vacancy (formerly Darren Clarke)	Humber Nature Partnership
Craig Mullen (CM)	SSE
Lucy Stephenson (LS)	Citizen Advice Bureau
Vacancy	Young Person Representative
Nikki Garner (NG)	North Lincolnshire Council - Administration
Jason Dew (JD)	North Lincolnshire Council - Administration
Catherine Lowe (CL)	North Lincolnshire Council - Administration
Apologies	
Malcolm Bailey (MB)	Community Energy Representative

Item	Notes	Actions
1.	<p>Apologies</p> <p>A minute's silence was observed to respect the passing of Cllr John Briggs. The panel acknowledged the contribution that CJB had made to the panel and to the wider community.</p> <p>CJR congratulated AB on behalf of the panel on receiving an MBE in the New Year Honours list.</p> <p>MB sent his apologies.</p>	
2.	<p>Notes of last meeting and Matters Arising</p> <p>Notes of the meeting held on 23 January 2024, were agreed as a true record.</p> <p>Panel vacancy - Young Person Representative. CJR advised that elections had taken place to the Children and Young Persons Board and agreed to follow this up with The Grants Team in the next 6/7 weeks. CM commented that the SSE funding panels more widely found it difficult to attract younger people.</p> <p>The Grants Team are continuing to follow up with Humber Nature Partnership or Lincolnshire Wildlife Trust about a replacement panel member from the Natural environment sector.</p>	<p>CJR</p> <p>JD</p>
3.	<p>Projects Update</p> <p>(SDF 092) – Epworth War Memorial Field – Solar Panels / Floodlights Variation agreed by written procedures to cover increased cost of materials and additional scaffolding for installing the floodlights. The site has between 400-500 weekly users and this project will enable prices for all hirers to remain as low as possible, so groups using the venue can be sustainable and continue providing activities for the local community. The project is now complete.</p>	

Item	Notes	Actions
	(SDF 091) – Scunthorpe & District Bridge Association – Replace roof The project is planned to start on 13 May 2024 and expected to be completed by the end of May 2024.	
4.	Finance Update Fund balance b/f from previous meeting: £ 136,147 Less funds allocated via written procedures: £ 693 Add funds from completed projects: £ 350 Funds available for allocation: £ 135,804 Applications for consideration: £ 41,286	
5.	Declaration of pecuniary or personal interests in today's applications None declared.	
6.	Discussions and comments on applications for decision 2 applications for decision. 1 application withdrawn – Haxey Parish Culture & History Group (SDF 097). (SDF 098) Barnetby Central Bowls Club Solar Panels – Requesting £11,286 Awarded - £ 11,286 (SDF 099) Lindsey Lodge Hospice Solar Panels – Requesting £ 30,000 Awarded - £ 30,000	
7.	Decisions made Total of fund awarded: £ 41,286 Fund balance to c/f: £ 94,518	
8.	AGM	
8.1	Elect Chairperson and Vice Chair Panel agreed for a replacement Councillor to be selected to sit on the panel. CJR to seek a nomination at the full council meeting on 15 March and advise the Grants Team. AB nominated CJR to remain as Chair and LS seconded this. CJR nominated LS to become Vice Chair and AB seconded this.	CJR
8.2	2024/25 Fund Priorities It was agreed that the Fund priorities would remain unchanged as follows. 1. Creating opportunities: Create or enhance opportunities for education and employment through activities that develop skills and improve an individual's chance of entering the workplace. 2. Empowering communities: Empower communities to become more resilient and protect vulnerable residents through measures which demonstrate long-term social, environmental, or economic improvements. 3. Sustainable places: Stimulate meaningful regeneration to improve or enhance local infrastructure, landscape, biodiversity, or heritage and make a lasting difference to the places we live, work and visit.	
8.3	Memorandum of Understanding and Terms of Reference	

Item	Notes	Actions
	<p>MoU – JD updated the panel on the following amendment.</p> <p>Context</p> <p>1.4 has been updated in line with the 10-year review to reflect the increase in the fund value to £211,391 and record that it is now index linked.</p> <p>TofR – CL updated the panel on the following additions/amendments.</p> <p>Meetings</p> <p>5.6 1.3 has been added to record that an AGM will be held at the panel meeting at the start of the calendar year in readiness for the financial year and the Terms of Reference will be reviewed annually.</p> <p>Conflicts of interest</p> <p>11.4 has been added to record that any member who fails to declare an interest who receives a personal or professional benefit will be removed as a representative of the Panel.</p> <p>Expenses</p> <p>16.1 has been amended to record that reasonable expenses will be met from the fund but that administrative costs are expected to be kept to a minimum.</p> <p>Panel members agreed the MoU and TofR with the above amendments.</p>	
8.4	<p>Panel Booklet</p> <p>Updated to reflect changes to the wording regarding Expenses in the Terms of Reference.</p> <p>Panel members agreed the Panel Booklet with the above amendment.</p>	
8.5	<p>Declaration of Interest Form</p> <p>Form to be sent to panel members to update their Register of Interests.</p>	JD
8.6	<p>Dates of future meetings</p> <p>11 July 2024 (to consider applications received before 27 May 2024) 10 October 2024 (to consider applications received before 26 August 2024) 13 March 2025 (to consider applications received before 27 January 2025)</p>	
9	<p>Any other Business</p> <p>CJR requested that the panel consider altering the guidance to allow applications from groups without a 10% contribution, to be considered by exception. The panel agreed that applications could be considered by exception with an explanation from the applicant. The Grants Team to update the guidance.</p> <p>JD informed the panel he was leaving his current role administering the SSE funds on 22 March 2024, to take up a new role in the council.</p> <p>CJR thanked JD on behalf of the panel for his role in administering the SSE funding.</p>	JD

Item	Notes	Actions
	<p>NG also thanked JD for his contribution to SSE funding and the wider Grants Team.</p> <p>CJR requested that The Grants Team provide a summary of the projects which have been achieved in the last 12 months. Grants Team agreed to provide this information at the next meeting.</p> <p>CM provided copies of the SSE Renewables Sustainable Development Fund booklet showing how the funding has supported communities over the last 10 years. The Grants Team to send a copy to panel members who were not present at the meeting.</p>	NG JD
10.	Date of next meeting 11 July 2024 @ 1:30pm	