

MINUTES OF THE MEETING OF EIGHT PARISHES WINDFARM CIC

Held at South Kilworth Village Hall, Leys Crescent, South Kilworth, Leicestershire

Monday 8th October 2012 at 18:30

Minute's number – 1

DIRECTORS PRESENT

Mr Michael Murphy
Mr Ernest Roberts
Mr Aubrey Adcock
Mr Peter Bernard
Mrs Elizabeth Marsh
Mr Frank Fisher
Mrs S Wetton (Clerk to the CIC)

Apologies

Mr Ray Fisher
Mr John Everett

ELECTION OF CHAIRMAN & VICE CHAIRMAN

The opening of the meeting began with the appointment of the Chairman and Vice Chairman for the CIC Committee; it was decided that Chairman would be Michael Murphy (Swinford Parish) and the Vice Chairman Ernie Roberts (South Kilworth Parish).

The present directors were all in agreement with this decision and as there were enough votes to make a quorum. (It states that a minimum of 5 of the directors including the directors to make the quorum in any meeting. 0

ACCOUNTS / FINANCE MATTERS

The yearly intake of £44,000 from Vattenfall was discussed and all directors feel that consideration should be given to depositing the money in a high interest account to earn interest to cover the expenses throughout the year.

The money will then stay in this one account to which each Parish will have a sub account and can only be accessed as and when each Parish requires a sum of the amount for individual projects. SW will control the account and look into finding an appropriate deposit and current account ready for when Vattenfall pay the amount.

The address for all relevant correspondences will go to the CIC Clerk.

It was also agreed that any payments that are issued by cheque will need to have a minimum of 3 director's signatures

The directors also expressed their concerns about having a "cut off" date for any projects and expenditure before the end of a financial year. Possible to have a 3 month cut off before the next instalment for each of the Parishes to adhere to, this will also give the Clerk chance to complete and file the end of year reports in time. This date could be brought forward over the next year depending on how long the reports etc will take.

Each Parish will need to complete a report to cover what the yearly spend has been used for, Vattenfall may possibly have a report/spreadsheet that we can use to ensure that it will be acceptable for them.

CORRESPONDENCE RECEIVED

The Vice Chairman had the relevant documents for the directors to complete, these were:

IN01 – Application to register a company
Articles of Association – this has been taken my Michael to review with a Solicitor
Memorandum of Association
CIC6 Declarations of Community Interests

It was decided that the roles of Secretary and Treasurer (for the purpose of the forms) would be incorporated and would be the full role and responsibility of the Clerk.

Each of the directors completed their qualifying section on the IN01 forms, which will be taken away by the Clerk to complete and signatories to be added at the next meeting.




EM will take away the CIC6 forms to review and complete ready for the next meeting.

The forms that were looked at required no form of identification, so the directors mentioned that they would bring along any form of ID with them in case this is required.

Meeting Closed
20.30

Date of the next meeting
Tuesday 23rd October (CIC meeting after the Steering Group at 18.30)

Minutes Signed..  Dated.. 27.10.12