
**WOOLLEY HILL WIND FARM
COMMUNITY LIAISON GROUP**

Minutes of the Meeting held on Monday 16th September 2013

In attendance: Cllr Mark Chapman (Chair, Ellington) - **MC**
Dr John Simmonds (WHAG) - **JS**
Denise Benham (Clerk, Alconbury) – **DB**
Cllr Norman Grundy (Barham and Woolley) – **NG**
Cllr Peter Harrison (Barham and Woolley) – **PH**
Jon Knight (RES) – **JK**
Noel Breslin (RES) – **NB**
Phil Briscoe (Bellenden) – **PB**

Plus 9 members of the public

Date: 16^h September 2013 - 7pm
Venue: Ellington Village Hall

Apologies: Cllr Jill Elliott (Chair, Ellington)
Cllr Graham Leach (Spaldwick)
Mr Shailesh Vara MP (North West Cambridgeshire)
Rosemary Massey (Clerk, Barham and Woolley)

1. Welcome and Introduction

The Chair, MC, welcomed the group to the Woolley Hill Wind Farm CLG.

2. Apologies for Absence

Apologies were received as per the above list.

3. Approval of the Minutes of Last Meeting

The Chair asked for approval of, or amendments to, the minutes of the last meeting of the CLG, which took place on 14th May 2013. All were happy to confirm the minutes of the previous meeting.

4. Matters Arising

The Chair asked members if there were any arising matters. No matters were raised that were not already covered elsewhere on the agenda.

5. Woolley Hill Project Update and Timeline

JK gave a brief update, outlining that construction work was due to start in early November 2013. This represented a delay to the start date of just over a month, because of various reasons, however the grid connection works had already started.

JK updated members on the planning conditions and said that a number of outstanding conditions still had to be discharged, along with a non-material amendment to deal with a change, i.e. the removal of the previously proposed new bridge.

JK added that he would be happy to take public questions throughout his update.

A member of the public asked about the bridge and JK confirmed that the original plan had included the provision of a new bridge over the brook to use for site access, but this was not now required.

A member of the public asked about the additional traffic on Grove Lane and JK confirmed that there would only be an additional 32 loads on this road.

JS asked about the length of time involved in unloading the abnormal load vehicles and JK explained that the process would typically take around 2 hours to unload each blade. NB added details of the transport requirements as set by the Highways Agency; that the deliveries should only take place at the weekends, between Saturday morning and Sunday night.

A member of the public raised the problem about the current construction contractors' yard, where hours of operation seem to be especially early, making noise from 5am. JK confirmed that the works were not directly under the control of RES, as it was UK Power Networks, but he would put a question to them about the hours of their working operation.

6. Community Benefit Fund Update

JK gave a presentation about the fund discussions to date and the new additional inclusion of the RES Local Electricity Discount Scheme (LEDS) for the surrounding communities.

A member of the public questioned why Spaldwick was not included in the list of parishes in the community benefit fund area, and JK confirmed this was an oversight on the presentation itself, but they would be included.

A discussion was held over the role of the Cambridgeshire Community Foundation (CCF) with some uncertainty over what had been discussed and agreed at the previous CLG meeting. Some members of the public felt that no agreement had been reached to involve the CCF, while others agreed with the understanding as explained by JK, that the CCF would support on the administration of the fund, while the seven parishes would make the allocation decisions.

DB added that this was her first CLG meeting, and that she had not been informed as to how the fund would operate or the requirements for parish involvement. PB agreed to send through previous sets of CLG minutes for information.

PB outlined previous experience of working with the CCF on Wadlow, and similar examples of using other administration organizations from around the country.

A member of the public asked about the cost of the CCF and who would pay the liable, with JK confirming that it would be 10% of the fund and would be paid from the fund itself.*

This prompted a number of other contributions including JS suggesting that an offer of 5% is made for just the administration of the fund, and other members of the public suggesting that the CCF would not be an issue for most people if RES paid the 10% fee. Others suggested that individual parishes (or an individual parish) would be prepared to undertake this work and it would be fair to invite them to compete for the work.

JK offered to double-check any alternative examples and to revisit the minutes of the previous meeting before reverting back to the group to confirm next steps.

JK went on to outline the LEDS process, including the package, included area and forthcoming leaflet.

A member of the public asked if LEDS included business as well as residential addresses and JK confirmed that it did.

Note

* Please see the attached addendum to the minutes from the Community Relations Manager, which clarifies the role of the Administrator for the Community Benefit Fund, particularly in relation to the cost of the fund management.

A member of the public asked if a list of the included addresses (or a map) could be provided to parish councils, so they are in a position to answer local questions about the radius when the leaflets go out. JK confirmed that he would provide more information.

The prospect of LEDS was generally well-received with some surprise being expressed that anyone would decline to register to receive the discount.

7. Future Meeting Dates and Topics

No dates were agreed for the next meeting.

PB agreed to circulate the next draft minutes and then communicate with members to agree a suitable date later in the year, to coincide with construction updates.

8. Public questions

JS raised the issue of the traffic plan and said he was still unhappy with road safety, asking if the plan had been agreed by all parties. JS had written to the Highways Agency and they had replied to say it was not yet agreed. JK confirmed that the plan had been approved by Cambridgeshire County Council and the Highways Agency. However, the final details of exact dates would still need to be agreed nearer to the time, when exact delivery dates are known.

JS emphasised the issue of the slip lane joining the A14 from Grove Lane, where there is only 158 metres of road, providing insufficient distance for delivery lorries to gather speed and so presenting a traffic hazard. JK confirmed that full consultation had taken place with all parties and this was the best possible solution. He also confirmed that vehicles travelling in this direction would be post-delivery and so unladen, allowing greater acceleration.

MC added that concerns had been voiced through Ellington Parish Council about the traffic dangers at this junction and JK added that everything would be done to ensure improved signage and specific training for delivery drivers.

A number of other public suggestions were made to help alleviate the potential perceived problems, including the inclusion of speed cameras on the relevant stretch of the A14, or the construction of a longer slip lane.

A member of the public asked about the number of loads and NB confirmed that the abnormal loads would all be escorted and that the maximum number of deliveries on a

single day (on concrete pouring days) would peak at 60 – 70 lorries, although there would only be four such days.

A member of the public asked about the health of residents in the village, having heard that the design of the turbines could help alleviate AM, and asked if the turbines had been ordered, and if they were most AM-efficient ones. JK answered that the final turbines had not been ordered yet, but would soon, and those selected would be the most modern with the least impact.

A member of the public asked about a possible site visit and why it had not happened. JK confirmed that he was very happy to organise one but on the last attempt there had been very little interest. However, he agreed to take forward as an action.

A member of the public asked about the construction and operation dates and JK confirmed work would start in November 2013, with an expected operational date of July 2014.

A member of the public asked about the construction timetable in terms of visible activities and NB outlined the initial steps – work would commence on the site entrance, with the erection of some temporary welfare units. The work would move to the proper site compound on top of the hill around Christmas, which would then be followed by foundation works for each turbine.

8. Any Other Business

MC asked if there were any other items of business. The meeting ended at 8.15pm

ADDENDUM RE: COMMUNITY BENEFIT FUND

Dear Community Liaison Group

As Community Relations Manager for Woolley Hill Wind Farm I would like to take this opportunity to clarify the arrangements regarding the Community Benefit Fund.

The Woolley Hill Wind Farm Community Benefit Fund will provide £20,000 per year, index linked, for investment in local social, environmental and educational projects near the site. The Fund becomes available once the wind farm is fully operational.

RES appoints a Fund Administrator to support the local community and work with the decision-making Fund Panel to ensure that the Fund is invested and managed effectively. More details about these roles are given below.

Fund Administration

In general terms, the Fund Administrator's remit includes receiving the Fund payments, working with the Fund Panel (see below) to finalise fund criteria, handling enquiries from applicants, processing grant offers and payments, monitoring and auditing.

The Fund Administrator receives a fee from RES for their services. The administration fee is calculated at up to 10% of the value of the Fund and is paid directly by RES over and above the value of the Fund.

This point was incorrectly reported at the meeting, for which we apologise unreservedly.

At Woolley Hill, RES has appointed the Cambridgeshire Community Foundation (CCF) to undertake this role. (CCF) is a type of charitable trust that helps donors like RES to support local charitable causes that are of interest to them. The CCF is already working very successfully as the Fund Administrator for our Wadlow Wind Farm in South Cambridgeshire and we are confident that they will provide the same excellent levels of support and good counsel to the community around Woolley Hill Wind Farm.

CCF will work with the CLG and wider community to form the Fund Panel.

The Fund Panel

The Fund Panel is the decision-making body. It is made up of representatives of the community within the area of benefit and meets at an agreed frequency to assess applications and make decisions about how the Fund is distributed. RES retains the right to a seat on the Fund Panel, but only in a non voting capacity.

At Woolley Hill, CCF will work with the CLG to gain nominations for suitable representatives to sit on the Fund Panel. It will then work with the appointed Fund Panel members to agree criteria for assessing applications.

Meetings of the Fund Panel are distinct and separate from CLG meetings, although progress on the formation of the Panel and allocation of the Fund will be reported to the CLG.

Area of Benefit

To make sure that the Fund is invested locally, RES specifies an area of benefit to the Fund Administrator. At Woolley Hill, the area of benefit will be defined by parishes of Ellington, Easton, Spaldwick, Barham & Woolley, Buckworth, Alconbury Weston and Alconbury.

The terms of the Fund will specify that it should be invested in projects for the benefit people living and working in this area of benefit. Please note that this does not necessarily mean that the recipient must be within the area of benefit: for example, there may be a community sports facility or school that lies outside the area of benefit but which is used by many people within the area of benefit. Such a facility would be eligible to apply to the Fund for support: but ultimately it is the Fund Panel's decision whether they receive funding.

I hope that this information is useful to you in understanding how the Fund will work and what process we would like to undertake with you to set up the Fund Panel. However, if you have any further questions please contact me direct on 01293 299 328 or email alison.jones@res-ltd.com

Yours faithfully
Alison Jones
RES Community Relations Manager