

## Minutes from the Jack's Lane Wind Farm Community Liaison Group (CLG)

<b>In attendance:</b>	Terry Austin (TA) – Chairman, Jack's Lane CLG Ann Harvey (AH) – South Creake Parish Council Cllr Robin Maslin (RM) – South Creake Parish Council Cllr Gerry Taylor (GT) – Syderstone Parish Council Cllr Malcolm MacArthur (MMac) – Syderstone Parish Council Cllr Adam Bunkle (AB) – North Creake Parish Council Cllr Geoffrey Kemp (GK) – North Creake Parish Council Sam Mayes (SM) – Community Relations Coordinator, RES Gary Scrowther (GS) – Jack's Lane Construction Site Manager, RES Graham Tuttle (GTut) – Norfolk Community Foundation Billy Taylor (BT) – Bellenden Twenty eight members of the public
<b>Venue:</b>	Syderstone Village Hall, 7pm
<b>Apologies</b>	Jonathan Powell (CAPE) Cllr Andrew Morrison (West Norfolk)
<b>Date:</b>	Wednesday 12 March 2014

## Welcome and Introduction

TA opened the meeting and welcomed the committee and thanked members of the public for their attendance. TA stated that membership of the Community Liaison Group (CLG) does not indicate support or opposition to the wind farm.

A member of the public stated that there had been a lack of publicity advertising this meeting. SM advised that dates of future meetings are always published on the project website and that posters had been distributed to CLG members for placement in appropriate places such as village and parish notice boards.

## Approval of Minutes of Previous Meeting

Some members of the public asked why they had not seen the minutes of the last meeting and why they were not handed a hard copy. TA explained that the Terms of Reference of the CLG states that minutes can only be ratified by members of the CLG and not members of the public. TA reminded everyone that this is a meeting of the CLG which is open to members of the public to attend in an observational capacity.

The unconfirmed minutes from the meeting of Wednesday 4 December 2013 were unanimously approved with no amendments. The motion to approve was proposed by Cllr Gerry Taylor and seconded by Cllr Malcolm MacArthur.

## Jack's Lane Project Update

### a) Construction update presentation

GS provided the CLG with an indicative timetable of construction works and an overview of the road and footway closures which were now in place. It was announced that significant construction activity would begin from the following week commencing 17 March 2014 with the delivery of turbine components taking place in October 2014.

Further to the last meeting of the CLG, GS confirmed that the display of signage has been identified in agreement with Norfolk County Council. RES will liaise directly with the civil contractor who will manage road signage and signal road closures and subsequent diversions.

GS also confirmed that relevant signage will only be advertised when the construction route is in operation between Monday-Friday from 7.30am until 5.30pm.

### **Road and footway closures**

GS presented the CLG with a drawing illustrating the sections of road that would be closed and the associated diversions.

A member of the public asked which roads and pathways are being closed. In response, GS stated that the road connecting Green Lane to Burnham Road would be closed for construction traffic.

A member of the public asked whether the road connecting High Park and Hawk Farm would be closed. GS said that it would not be closed. However, this was disputed by the member of the public who believed that route was highlighted on the map included in the presentation.

GT asked GS whether the road would be closed permanently. GS confirmed that the road will be re-opened at weekends.

### **Grid connection**

GS referred to the grid route map which was displayed at the last CLG meeting that gave an overview of the cable route.

GS confirmed that UKPN had today (12 March 2014) given a three month notice to Norfolk County Council to secure licences to install cabling connecting turbines to the grid.

A member of the public asked GS to explain the cable route. In response, GS stated the route would begin at Hempton and would go through Burnham Thorpe to Hunstanton. In response to another question from a member of the public, GS confirmed that the cabling would run under the river as opposed to overground.

A member of the public complained that the grid connection map was of low quality and was therefore confusing and believed that the information provided was contradictory to the map.

Following a comment from a member of the public stipulating that RES had once advised the route would run to Egmere, GS said he would seek clarification on the route from UKPN and revert to CLG members.

TA requested that RES bring a high quality map of the exact cable route to the next meeting of the CLG. GS agreed.

**POST MEETING NOTE:** It has recently been confirmed that the grid connection route previously advised can no longer be used as an offer has been accepted from another developer. Though the route to Egmere was once an option for Jack's Lane Wind Farm, this decision has been made by the District Network Operator and is outside of RES' control.

Therefore the new route the grid connection will take is as follows:

Hempton – Burnham Thorpe – Hunstanton.

### **Construction Q&A**

A member of the public asked what the purpose is of the “two towers” installed onsite. GS said the masts monitored wind speeds; he said one would be removed after 12 or so weeks with the other remaining for 12-14 months.

TA asked GS whether a track was being built on the inside of the construction route to possibly accommodate cycles. GS queried whether this question was raised because TA had seen pegs in the ground. When confirmed, GS explained that the pegs are for marking out the construction areas, road edge, and spoil storage in the landowner fields - an additional track was not being constructed.

A member of the public asked whether any construction traffic will access the B148 through Bircham via the Bircham Road and Barratt Road. GS said no, and restated that there has been no alteration to the construction route.

A member of the public asked how RES will ensure construction traffic will adhere to the prescribed route. GS said that correct signage will be placed at key junctions and construction vehicles will be provided with maps and postcodes before they embark on their route to the site.

### **b) Community Benefit Fund presentation**

SM gave a presentation about RES' Local Electricity Discount Scheme (LEDS). SM stated that LEDS would be available to approximately 350 properties located within 2,400m of each of the six turbines. It was stated that RES works on the basis of providing a minimum annual discount of £100 per property. SM said that RES was in the process of writing to every property that qualified to receive LEDS at Jacks Lane.

GT asked whether RES would be able to provide the CLG with a map of the LEDS qualifying area. SM said that this might not be possible due to possible confidentiality of the data used in the methodology such as the separate postcode polygon areas. GT asked SM to review that position and produce a map which could be made available on the Jack's Lane website.

MMac asked how much money was being paid to the landowner for each year over the project lifetime. SM said it is not possible to divulge this information as this is commercially confidential information.

A member of the public asked whether the LEDS money would be paid directly to the consumer or to the electricity supplier. SM said it would be paid to the electricity supplier directly.

The member of the public followed-up with a question on changing suppliers. SM confirmed that payments would be made directly to the electricity supplier regardless of who they are. SM said there is a dedicated LEDS team who manage the administration and logistics and will liaise with recipients and suppliers should they have any specific questions. This contact information would be made available in the brochures delivered to the eligible properties.

A member of the public asked RES to confirm whether they have provided funds to local churches and if so, how much. SM advised that financial arrangement was part of the planning permission and is separate to the CBF and LEDS proposals. This response was supported by TA.

AB believed that the LEDS scheme was going to be more extensive following a previous meeting held with LEDS representatives last summer prior to the re-establishment of the CLG in December 2013. AB said that he will now have to feedback this new information to his respective parish.

TA interjected and said that although this information appears to be different to what was originally stated to AB, it was made clear to him at a similar meeting that the LEDS scheme was in the very early stages of the development process and that it has evolved accordingly meaning that some of the original information has changed.

SM advised that the turbine model had only recently been selected – which in turn determines the total amount available to LEDS and the Community Benefit Fund – therefore the amount of money and qualifying properties were only just fixed.

MMac asked whether LEDS is index linked. SM confirmed that it is but will revert with whether it is CPI or RPI.

**POST MEETING NOTE:** LEDS and the Community Benefit Fund will be CPI linked.

A member of the public asked how RES defined the recipients of LEDS i.e. are businesses included, would street lighting be included? SM confirmed that properties with their own electricity meter are the only beneficiaries.

#### **c) Norfolk Community Foundation presentation**

GTut, Director of the Norfolk Community Foundation (NCF) gave a presentation to the CLG which provided an overview of the organisation, its activities and how it would seek to support the Community Benefit Fund. GTut explained that the NCF works on small and long-term projects and since 2005, it has managed more than £12 million donations to 2,500 Norfolk-based charities.

A member of the public asked whether the CBF or the NCF would be influenced by Kings Lynn and West Norfolk Borough Council as this was something that was strongly frowned upon. GTut confirmed that the NCF and the CBF would be completely independent of the aforementioned local authority and would work solely with RES to establish a Fund Panel made up of local people who will ultimately decide where to allocate the funds.

A member of the public asked how the NCF would prevent fraud i.e. fake charities mis-using funds. GTut said that for existing funds the NCF manage, any charity applying for a grant needs to provide audited accounts for a minimum of three years, have a formalised management structure and have formal financial controls in place to avoid fraud.

A member of the public asked why the NCF had been tasked with the administration of the funds – was any other organisation considered? SM explained that an introduction to the NCF had been recommended at the last meeting which was subsequently agreed by those in attendance. SM had provided the CLG with the opportunity to suggest alternative organisations but to date she had received none. SM said that RES had good experience working with other community foundations in Lincolnshire and Cambridgeshire plus the NCF had an impeccable record in the county. Graham said the NCF was the only such organisation that exists in Norfolk.

AB asked how charities are defined i.e. would funds be allocated to religious groups citing funding for churches. GTut said that monies would not fund churches for religious objectives however, funds could support church-based community groups and charities that were open to everyone such as toddler groups.

GT asked when the CBF funds would be released. SM confirmed that the Community Benefit Fund would become available once the wind farm is operational in Spring 2015.

A member of the public asked whether the NCF's commission/fees for managing the Fund would be deducted from the annual allocation. GTut and SM confirmed that those administration fees are paid in addition to the Fund.

GTut distributed some brochures about the NCF.

### **Public Questions**

There were no questions raised at this point of the meeting. TA thanked everyone for their earlier contributions.

### **Future Meeting Dates**

It was proposed by TA and SM that the next meeting takes place on Wednesday 21 May 2014 at 7pm. There was a preference amongst the committee to hold the meeting at Syderstone Village Hall.

### **Any Other Business**

A member of the public commented that too many acronyms were used in the presentation. RES said they would take this on board and try to clarify any acronyms at future meetings. SM reiterated that 'LEDS' stood for Local Electricity Discount Scheme and encouraged everybody to interject and query acronyms they didn't understand if they ever arose in future.

The meeting formally closed at 8.30pm.

### **Actions**

Action	Responsibility	Deadline
Liaise with Sheila from Syderstone Village Hall for availability to host next meeting on 21 May 2014 at 7pm	RES	Complete
RES to confirm whether a map of the LEDS qualifying area can be supplied	RES	ASAP
RES to produce high quality grid connection maps	RES	21 May 2014