**Meeting of the Shapinsay Development Trust board,**

**held at the Boathouse on:**

**Monday 14thJanuary 2019at 18.00**

**Minutes**

**Present -** Steven Bews, J B Bady, Jean Coomber, Richard Lawrence.

Also in attendance – Davie Campbell, Rachel Chrin.

1. **Apologies.** Andy More, Fiona Summerfield
2. **Minutes of the meeting held** on 6th November 2018 were read and signed as a true record.
3. **Matters Arising.**KE:TTLE Seven still to action this.
4. **Declarations of Interest.**Steven, Housing.
5. **Finance.** –Davie ran through where we are with BIGHIT & Pitches. He will show us next year’s budget at the February meeting.
6. **Housing update.** The stage 1 application is in, to the Land Fund.We will know if we have been successful on 7th February. Then we can decide where we go next. We can decide to use the Land fund money to purchase the land or buy it ourselves.

Deadline for stage 2 is 5th August 2019 we will need to set up a steering group of an architect, 2 board members and 2 members of the public.

We will hold 2 public engagement meetings on the 25th March at 3pm -5pm and 7pm – 9pm with the architect, someone from OHAL and someone from who has been through the process and can talk us through it.

1. Future **developments using H2 1.** Is it worth having a cell providing heating for housing?

2. Low carbon marine transport?

3. Facilities for visiting yachts i.e. Plug ins, Showers at the pier.

4. Meet with OHAL to discuss ideas, hold a public meeting to get their input.

Could hold a development meeting instead of a Board meeting one month possibly May. Put together and info pack for this.

BIGHIT – Scottish water have accepted the water.

1. **Website –** It will be a Shapinsay website not an SDT one.

Have between 5- 8 pages

Would need someone to coordinate it from this end. Need someone to deal with the admin.

Contact all the assn on the island to see who would be interested in having a page on the site and then arrange a meeting with interested parties by April.

1. **THAW update** – SDT are invited to meetingswhich Davie is attending tomorrow.

We will ask them if they want to put an article in the Shapinsay Sound each month.

1. **Care update –** Age Scotland and Crossroads.

**Crossroads –**Same as Age Scotland but only charge £10.56 per hour if they can get carers on the island. They also offer hospital discharge care and respite care.

Staff must be SVQ2 level trained but they can train anyone interested. The private carer on the island is interested in the job if we go with it.

SDT input would be about 50% of the costs.

We will have an open day for any carers interested.

Jean will go back to Crossroads to enquire about how we recruit.

1. **Wellbeing post –** will be advertised in the Orcadian on 17th January.

How is the funding be dealt with, who is holding it? Steven will ask VAO.

1. **Boathouse.**

Damage repair!

Need to contact Marcus and Samantha to say we need a group of parents to look after the boathouse.

Key Box and policy for users.- Steven will fit the key box. Policy drawn up.

Generator update - Steven to chase electrician re fitting.

Defibrillator update - we will contact Scott Garson re possibility of putting it at the fire station. Rachel to email.

Relief driver. Steven to contact the only applicant.

Staff time sheets – to be ongoing but don’t need as much detail.

1. **Correspondence**.

Ownership of Shapinsay Speaks Oral History Website –  I am writing to draw Shapinsay Development Trust's attention to the need for the Trust to take ownership of the 'Shapinsay Speaks' oral history website which I set up as part of funding won by SDT for the project from the Heritage Lottery Fund. Initial funding from 'Your Island Your Choice' kick started the project but the website was part of a HL follow-on project which included creating a public space for a selection of the material gathered in interviews with local people to be accessed. The website [www.shapinsayspeaks.com](http://www.shapinsayspeaks.com/) was set up by me on WordPress and I paid the initial costs for which I was refunded by the Trust. Renewal of the site is due on January 16th and will probably be taken direct from my own bank account so I will need to claim that back from the Trust also but the site needs to be transferred over to SDT so that in future they can pay the annual fees to keep the site active and give access to anyone adding to the material with their permission (3 volunteers were shown how to do this). WordPress have instructions as to how this transfer can be done <https://en.support.wordpress.com/guided-transfer/> (cost £109 if you use their help or it can be done by someone who is computer savvy). The blurb says some premium sites cannot easily be transferred as this is a premium i.e. not free site (in order to host the audio clips) so I will email WordPress for clarification and update you – Lynne

1. **Electric car charging point**. This has been out of action since last power cut and is being referred back to the manufacturer by Charge Point Scotland.
2. **AOB -** Invite Andy Golightly from North Isles Landscape Partnership, to the next board meeting.

- Orkney Harbours Contact them to ask about updating the facilities at Shapinsay pier. I.e. toilets and waiting room. Copy Graham Sinclair in to the e-mail.

1. **Date of next meeting. Monday 18th February 6pm in the Boathouse.**