**Minutes of the Board of Shapinsay Development Trust held in the Boathouse on the 9th of January 2023**

**Present:** Ashley Boyd, Graham Rendall, Barry Moncrieff, Simon Meason (for the first hour)

In attendance: Lisa-Marie Muir, David Campbell

1. **Apologies:** Stewart Leslie, Adrian Bird, Lenka Mellor
2. **Declarations of interest:** None
3. **Minutes of the meeting held on the 5th of December**: there were 2 suggested revisions – Once changed, SM proposed them as a true and accurate account, GR Seconded.
4. **Financial update:** DC ran through the latest financial update and budget
5. **Action log:** most things on the latest action log are now complete. The Bank of Scotland Credit card is still outstanding – LM to ask SL to log in and finalise the process. DC to email certificate of incorporation required.
6. **Balfour Cottage:** Lows have given a completion date of the 19th of January, LM to speak to Lows around a handover date.

Plans for renovation – the board went over the plans again to see if they want to make any changes or have a plan B. Discussions were had around the best plan, it was discussed that if possible, it would be best to have either 2 x 2 bedrooms and 1x1 bedroom or 3x 2 bedroom + garage accommodation for overnight stays. DC to ask Cloustons to look at best options – whether it is viable to removed chimney walls or whether slightly larger extensions would be more feasible. Cost both options

We would need to gauge demand within the next 3 months. An allocation policy needs to be created by the end of June.

Each house would include an EV charger and solar panels on the roof.

SM left the meeting at 7.25pm

More discussions were had around sizes and plans for Balfour Cottage – BM suggested that if the roof was coming off anyway, then peaked roofs on the extensions are more desirable than flat roofs and this is easy enough done if the roof is being re-done.

1. **Smithy:** The final questions were answered for the building warrant on the 22nd of December and it was thought it should take up to 10 working days from that point, so we hope to have the building warrant by the end of this week.

The builder is going to price new doors instead of re-painting the doors for the bathroom area and extra DPC for the floor/external walls of the downstairs, as well as lino for the kitchen, which was originally priced as paint.

LM has been a visit to see progress and was told that there is only wool on stone as insulation for upstairs, overboarding was suggested to add more insulation. It was decided that at this time, as it’s not a domestic property, that wool would be sufficient as heating would be a lot better and more heat would be contained downstairs, so upstairs would be warmer.

LM has had some interest in jobs in the Smithy, but keep putting the word out there.

1. **Standpretty:** Feasibility funding from CLLD on the Enterprise Zone needs to be spent by March, so we need some more firm ideas of what we want the enterprise zone to include.

LM asked again for the board to consider including a shed for the Ambulance as the current one is not water tight and is not up to standard. DC to talk to North Ronaldsay Trust to see what they are doing to fund theirs.

Things to consider are: Charity shop, mens shed, Office Space, rentable space. To be discussed at the February meeting.

1. **SWAPS:** Mellor - £63 for Judo, £94.50 for swimming
2. **AOB**: LM to speak to SCC about travel grants and what they cover.

**Wellbeing:** AM asked about funeral catering – is this something the Trust wish to cover, AM has worked at funerals for the last year, but hasn’t been doing this as a paid job as was not organised through the Trust, do the Trust want to take it on, or should she approach the Community Association? It was felt that this wasn’t a role that the Trust should be taking on at this time and it was felt that it would be more the Community Associations remit.

**No9:** There has been an issue with No9 heating – LM has asked DM to take a look, he is trying to get Patersons out to check it out. They also have an issue with damp on the floor, DM has suggested that the drain at the back is too high, not allowing water to drain away, leaving it sitting at floor level. He suggests digging it back, lowering and putting new pipe in. The other issue discovered is that there is plastic on the inside of the roof, meaning that the property is unable to breath. DM suggested removing the plastic and adding in some vent tiles. The board felt that both of these should be done ASAP. LM to ask DM to do both jobs.

On the subject of drainage – LM brought up the issue with the drains at the School house, this will need dealt with before Summer as the trees will begin to grow new roots in spring. LM to ask some contractors for a price.

SM mentioned earlier in the meeting that LM should think how she words FB posts and not admit that she forgot to update the page with information.

AB asked BM to attend the Wellbeing steering group meeting on the 19th of January. BM felt he didn’t have the knowledge required, so suggested that, as LM had offered to attend, that she attend with him. It was agreed would be ok.

**Date of Next meeting:** February 13th or 20th