Minutes of Shapinsay Development Trust August 20th 2021 7.15pm

Held at the Boathouse

* Present: Jean Coomber, Richard Lawrence, Rachel Garson, Lenka Mellor, Stewart Leslie
* In attendance: Lisa-Marie Muir. Davie joined at 8.15 via zoom
* Apologies: Ashley Boyd
* Minutes of previous meeting: Richard approved these, Stewart seconded.
* Declarations of interest: None
* To do list: Defibs are now fitted and ready for use.

Ebike Sundries are all purchased, security camera, chain oil, lockbox etc

Lisa-Marie got library statistics and reported an average 50 person per visit usage during school term. She spoke to Emma who would like it to go back to monthly visits. Lisa-Marie to speak to Community council to see if they would fund an extra visit in the winter months and we will also fund one (cost of £224.04 per visit)

Research has been done into horticultural project, they looked at Keder and Polycrubs and have come up with a basic outline plan to present to the public. The sub-group hope to meet with someone from UHI that has more knowledge on what grows well locally. They are also looking into aeroponics and have looked into the sepa floodmap.

Smithy plans – Andrew has been busy but hopes to have plans ready in the next week or 2

Open day – was a success.

Maintenance contract is now in place.

Skills register – still to be completed by all board members

CDO job advert was put out and the closing date has been.

Lateral flow tests are now available from the boathouse.

Transport review – job description to be sent to HR.

SLF stage 2 – Davie still working on.

Request from non-member – Lisa-Marie to seek advice from DTAS.

* Financial report: Davie ran through a brief summary as he hasn’t completed end of month yet as it’s only the 20th.
* Development plan questionnaire – 38 responses received – another 40+ needed for the grant application. All board members to complete and encourage others to do the same.
* AGM: Date set for Thursday 7th October in the hall at 7pm. There will be a half hour meeting with SRL before hand. New board members will be needed at the AGM to fill gaps in the board. Possibly have a pre-agm meeting for potential new directors.

Agenda needs to be set for a post AGM meeting.

* Housing: No 9, tenant will potentially leave within the next month. LM to get quotes from cleaners to make ready for new residents.

Schoolhouse: Contracts are signed, moving date of the 8th of October. Meason family are cutting the grass.

* Ebikes: Shed almost complete, waiting on tin. Lenka has offered a bike rack, the trust gratefully accepted. The grant for Alex continued employment has been approved and he has been offered a further 12 months and has accepted. Contract to be created before his old one runs up in November.
* Horticulture – this was covered in the to do list.
* SWAPS – 2 SWAP grants were received. S Dunnet was awarded £875 to attend climbing competitions

R Evans was awarded £313 to attend a riding competition.

LM To update the guidelines sheet

* SLF stage 2 – Davie had not heard back from OIC regarding either the Smithy or the potential site at Helliar View -Davie to chase on Monday.
* Wellbeing: If VAO can get the funding for 2 days a week for the wellbeing post, SDT would be willing to match fund it with a further day, this was unanimously agreed by the board. Jean to inform Harry. Ashley is continuing to work well at the Charity shop, he contract for 8 weeks has now ended, it will change to a monthly rolling contract – LM to arrange this with AM. AM is researching the need for a mens shed on the island. Lunch club are having their AGM in preparation for meeting again. AM to attend.
* Transport: EV calendar to be set up by LM. The board agreed to trial 7days per week with shorter days on a Sunday. It was suggested we offer a retainer for the trial period. LM to put together a couple of options and ask the board for feedback.

Transport for medical appointments – this was done as a one off, through the surgery, to help someone get to town for a vaccine appointment. It was suggested to offer this as a future option, if requested through the surgery, the board all agreed to this going forward – LM to email Surgery.

Ann needs a new, permanent contract – LM to organise.

* Boathouse: Staff reviews went well. The cleaner asked for a cordless hoover. The board felt that there have been 3 new hoovers in the last 5-6 years and that there is nothing wrong with the current one except possibly needing a new head – LM to organise.

Lawnmower – LM requested that now SDT have a shed, that we buy our own lawnmower and employ someone to cut the grass, Insurance would be around £200 and lawnmower between £200 and £300.

Window cleaning: LM to look for old tender contract and put out to tender.

CDO update – StronsayDevelopment Trust are looking into getting funding for a North isles lounge. They would like to see if they can fund a place where people who are in for hospital appointments for example, can sit, in comfort and warmth, between boats. They would also potentially like a space where people can stay overnight. They wondered if we would like to be part of the conversation. The board felt that, although this isn’t such an issue for us, we would still benefit from being part of the conversation. LM to set up a steering group.

Board/staff communication – LM fed back after doing staff reviews, that the board/staff relationship could be improved and suggested, post AGM, that a social evening may be beneficial to all.

* Correspondence: Request from school for help in getting clubs going again and helping them towards their sports award. Alison is going to be a representative on their committee, so it was felt that SDT would be best placed to assist if they have financial requests. LM to feed back.
* AOB – none
* Date of next meeting 21st September 6.15pm