Minutes of Shapinsay Development Trust board meeting 21.09.21 at 18.15

Present: Jean Coomber, Richard Lawrence, Stewart Leslie, Rachel Garson

Attending: Davie Campbell, Lisa-Marie Muir

1.Apologies: Ashley Boyd, Lenka Mellor.

2.Minutes of the last meeting: These were proposed by Richard and seconded by Stewart

3.Matters arising: None

4. Declarations of interest – LM declared an interest in the CDO update.

5.To-Do list – Lisa-Marie spoke to HK about job descriptions and retainer options, Lisa-Marie to speak with Val around 7 day trial – starting with only offering pre-booked runs.

Haven’t heard back from CC re library visits.

Haven’t yet talked to UHI around horticulture as still researching options

Questionnaires all received and information collated and sent to Davie

Basic AGM prep done, but a lot more to do

Agenda for post AGM meeting decided – Lisa-Marie to create and send agenda

Team up calendar is going into use

Anns contract is signed

Hoover yet to be sorted

Lawnmower – HIS didn’t have any, Taits too expensive – suggestions to try – Robertsons, K2 and Macgregors

Steering group for north isles lounge – waiting to hear back from Anna from Stronsay

Skills profile – wait for new board to be in place

AGM info went out in sound, along with director drive – taster session set for Monday 27th

6.Finance Report – Davie ran through the finances for the previous month along with the projected budget for 2022/23. Discussions were had around the projected budget and the SRL contribution.

7.Smithy Café – Davie has applied to CDF for a grant towards the feasibility study. They suggested that if they are involved in the initial feasibility aspects, they are more likely to match fund the grants on the project, up to half of the costs could be met by CDF. This would potentially leave NILPS funding toward another project. Davie has spoken to Hayley Green at OIC, he is going to send an official offer for the Smithy and the land at Helliar view this week, the board decided to offer £60,000 for the Smithy at this stage, based on how much we could potentially get funding for. The trust would put in a caveat that no housing development would ever go on the site at Helliar view.

Davie ran through the plans provided by A. Beadie-suggested revisions are – open plan the kitchen, remove one toilet and enlarge the kitchen. Reduce the size of the hearth, if planning allows and find out if it’s possible to remove one internal wall and put in a steel beam. Decent lighting would be needed as it’s quite a dark area, and re-lining the chimney would need to be considered. Upstairs plans would need to be run past SHAC.

Lisa-Marie was approached by Community council to see if they should renew the premises license, they would then be able to transfer the license to SDT at a later date – if they stop their license, SDT would need to apply from scratch, with no guarantees of being permitted again in future – it was decided that this would definitely be of benefit and SDT can fund if need be.

The board looked at the results of the community consultation – the top priorities were Smithy for a cafe and community hub further down the line.

8. AGM: Date was set for 7th of October. The Agenda has been set as it’s governed by what we are required to do. Discussions were held around what would be discussed post AGM. Horticulture will be touched on, with assurance that no housing will be built on the land, that a natural space and possibly sensory garden are possibilities. Smithy plans shared, along with results of the community consulation. Assurance will be given that transport options are being looked into, and will be consulted around soon.

The board will meet with SRL at 6pm at the boathouse, and all will go over and set up the Hall for 7pm.

9. CDO update: Lisa-Marie left the room for this discussion – discussions were had around pay and conditions. Lisa-Marie to organise a contract.

10. Housing: No9 tenant has handed his notice in and the tenant that already applied is still keen – LM to talk to D&H and find out dates etc. LM was notified of land that might be available for the Housing project.

11. E-bike: Shed now complete, but waiting for a water butt before completion can be given, until then we still cannot trade from there.

Grant funding has been approved for 8-10 bikes, dependent on some conditions, LM and DC sent a project timeline and revised price for 10 bikes today, LM working on a survey for the applicants to decide which 10 get a bike, out of the 20 applicants.

A revised hire agreement was passed round and okayed by the board.

LM shared quotes from art machine for a banner – board agreed to a slightly smaller banner than priced.

12. Horticulture – HIE suggested a graduate for all the isles pursuing horticultural projects, this person would do all the ground work and studies on various options across the whole island group. SDT agreed to be involved, but it looks like this option is now off the table as only 2 islands agreed to be involved and the other one doesn’t have the funding.

The sub-group needs to be formally set up, using the housing subgroup rules as guidelines.

Quotes were received for 2 polycrubs and building of polycrubs.

Richard and Jean visited Papay and viewed their community garden. They preferred the keidas and said they actually grow better in there. The only worry is cats bursting the polythene as they are basically made of bubble wrap.

13. Transport – Eileen is going to try the new booking system.

Jean shared figures for the OOH Saturday boat, it was started up as a trial. Out of 21 Saturdays, 10 passengers used the service. This came at a cost of £1320, which based on those all being adults, comes at a cost of £132 per passenger. It was suggested we look at alternative ways to run this service as this is very costly as because technically each sailing is already booked in advance, and the contractor only finds out at 5pm the night before that he is not required, so, as he can’t take other bookings, we are charged for every single Saturday. Suggestions – if Saturday bookings are required, they need to be booked a week in advance? Speak to Harvey to see what options might work for him. Also ask CC for feedback on the outcome of their meeting regarding changing ferry times.

LM brought up the miscommunication at the weekend that resulted in no sailings over the weekend – Eileen was to arrange a boat if there were any bookings, Ann wasn’t informed, so put on the calendar that there were no bookings. LM has spoken to Ann to ensure this doesn’t happen again.

EV charger – Sanday afternoon club were out a visit to find out about our EVs, they offered to buy our old charger for £50 – the board agreed.

14. Wellbeing: AM is still waiting for an answer from CC about future use of the Smithy for the charity shop. It’s thought that Downstairs will be available still.

Piece place is going to start up in the Clubrooms with help from Glynis.

Darn good yarn is going to start back up on Saturdays in October.

Podiatry – AM waiting for new nurse to settle in a bit before talking over the issue with her. AM asked if SDT would cover half of the costs of podiatry – not enough information is known at this stage, to be looked into, with possibility of Crossroads carers becoming trained in basics.

15 – SWAPS: Community Association asked for help with up to half of the funding of the fireworks. The board agreed in principle, with a SWAP application to be filled in once location and figures are known. SDT suggested that the event should be used as a fundraising opportunity, to part fund next years fireworks. LM suggested that as SCA are struggling for funds at the moment because of no income due to covid, so they might use it as a fundraising opportunity for their own funds this year. RL suggested that if SCA are struggling for funds, they could ask SDT for help.

16- Boathouse: Flagstones have been sold to someone on the mainland for £400. Collection to be arranged once payment is received.

Staff meeting was held and feedback was that they would like them to continue regularly – LM to try to organise them every 2nd month.

Boat bookings and cancellations were discussed, in that there are certain people who book the boat and don’t use it. LM to speak to Ann to see how regularly this happens.

Tables – new ones arrived, old one is in the shed – to be sold for £20 to first person interested. The 2 old Computers are to be sold for £50, 3rd one will need scrapped as it blue screened and won’t come on.

Correspondence: None

AOB: Broadband – discussions were had around r100 role out, fibre coming to Shapinsay, but not every household will be covered by this. A 1 off grant of £400 is available to anyone who needs it, to cover until the fibre is in place, which for most will be in 2023.

Jean brought up things that will need sorted right away under the new board - Wellbeing line manager, (Rachel doing the CDO line managing role). Someone to oversee staffing issues, timesheets and pay.

Someone to take charge of the equals card payments and treasurer role, authorising payment runs each month.

Date of next meeting 7th October for AGM – 6pm at the Boathouse, 7pm at the school.