Meeting of Directors of the Shapinsay Development Trust held on the 9th of June 2022 at the Boathouse

**Present:** Ashley Boyd, Adrian Bird, Barry Moncrieff, Graham Rendall, Stewart Leslie, Simon Meason

**In attendance:** Lisa-Marie Muir, Davie Campbell

1. **Apologies:** Lenka Mellor
2. **Declarations of interest** – Adrian withdraws his plot of land from the lot, so no longer has any interest in the housing situation.
3. **Minutes of 17.05.22**: Barry Moncrieff Proposed these as an accurate account of the meeting, Graham seconded.
4. **Action Log** – LMM Bought a step for the car, winning SWAPS were informed, discussions were had on portacabins, but a new fund has become available, so new suggestions to be discussed later. Paypal has been updated, awaiting confirmation on charitable status. Card reader purchased and payments being taken. The keybox has been fitted onto the shed.

AB looked into trackers and says there is a significant saving on insurance if trackers are fitted, but that the cars will have to be overnight at the Boathouse. These can be fitted at Omands in Stromness at the next service. HIE and Orcadia were informed of changes to the board and ebike Job was advertised.

1. **Financial update** – there wasn’t much to report since the last meeting, but Davie gave a quick financial update. LMM Reported that there had been fraud on her equals card, this is being dealt with, but it will be a few weeks till it’s sorted and money is returned. It was suggested that a company credit card may be more secure and any fraud would be dealt with instantly. LMM to look into business credit cards
2. **Project updates** – **SMITHY** – Davie updated on the Smithy – there was a 2 week extension given to contractors for Tendering for the contract, due to extra information required from the architect.

Setting up a Smithy Sub-group was discussed, it was suggested Lenka should be on it for the SHAC group, and Graham and Simon indicated that they would be happy to be on the group, Stewart is happy to step in if needed. It was suggested that people with previous experience in working in pubs or restaurants would be helpful and LMM has a couple of names to try.

**HOUSING:** DC shared the findings of the site \*\*\*STUDY\*\*\* and after reviewing the findings, a preferred site was identified for up to 4 dwellings and up to 3 serviced sites. The board agreed to go ahead with pricing up 2x 2 bed semi detached and 2 x3 bed semi detached. Luke Fraser suggested putting en-suites in the 2 bed homes to make them more appealing for young folk to share a home.

DC to look into costings of a road and paths to that site and to get a rough drawing of some plans.

DC brought up a possible pot of funding for the charity shop at this point as the site also lends itself to having the charity shop included. The board discussed this and decided to ensure that the structure was future proofed by ensuring enough space for storage and the charity shop, as well as rentable space for offices/salon space.

**Wellbeing update**: Alison has advertised both the BALL group coordinator role and the Piece Place assistant. She has had no interest to date. She asked if the board were happy for her to do it if there are no applicants. The board agreed they were happy for her to trial it for 3 months. AM also wanted to know what the board wished her to do with the proceeds from Cast Affs and Piece Place as early on it had to cover it’s costs, but then it was decided that the Trust would cover them, The board asked her to keep £1000 in the wellbeing pot so that she has a pot for helping people out in times of hardship with things they need, and to be able to do so discreetly. The rest would be split between local charities groups.

**YOUTH** – LMM met with SCA and the school and discussed the findings from the consultation she did with young folk on the island. One of the main things to come from it was football, closely followed by badminton. SCA are going to look into getting people trained up and disclosure checked for Badminton, and going to look into the nets for the goals for outdoor football play. GR suggested that the goals may no longer meet regulations, so this may need to be looked into.

There is a funding pot available from NILPS to cover 2 youth workers for 4 hours per week, each island that is included, is able to decide how they want that cover to be split. As the Shapinsay Youth that are missing out at the moment is the secondary age, it was decided that the focus at this stage would be on that area.

**Garden:** DC has spoken with OIC and they are still not in a position to confirm anything, but are still working on it and we should hear soon.

1. **Public engagement** – we are continuing to work hard and make progress on various projects, but there has been very little to update the public with, it was decided that some form of update is needed in the next newsletter so the public know where we are at with each of the projects
2. **Transport** – There has been on application so far for the position of weekend ebike caretaker, Simon agreed to help out with interviews.

There have been a few requests for child seats and trailers, LMM to look into the legalities of towing children on an ebike as it is illegal for children to ride an ebike.

Ebike hires have been quite busy recently, LMM suggested getting some ordinary bikes for children so that they can also ride around the island. AB also suggested that we may be able to buy conversion kits for ordinary bikes to increase our fleet in the future. LMM to look into the price of the childrens ebikes and look into selling them as they currently do not get any use as most 14 year olds are too tall for them and prefer an adult bike, we could then use the funds to buy some childrens bikes.

LMM to advertise for a relief Driver as our usual relief is currently unavailable so we are running a reduced service while the driver is on holiday. Directors are willing to step in where possible if needed, but a pool of drivers would be best.

1. **SWAPS:** There was one SWAP request from J Follwell for a dog first aid course - £144 for 4 people, this was approved.
2. **Contracts and Handbooks:** New director and employee handbooks were sent to the board, these were discussed by the board and AB is to forward some suggested reviews. LMM reviewed what was required for a driver medical, LMM to forward findings to AB.
3. **Correspondence**: One of the tenants forwarded some information about getting involved in a study on heat pumps, this is something that LMM and AB had discussed with people from REFLEX and are keen to be involved, LMM to get in touch to find out more.

Heating at NO9 – This wasn’t working when they moved in, so S Patersons came out and had a look at it, they thought it was fixed, but the tenants feel they have no control over it, it’s running all the time, and their energy bill was huge for the 2 months they have been in it. Patersons have been asked to come and look at again and are due tomorrow (10.6.22). It’s thought that heating probably hasn’t worked properly since day one as the first Tenants couldn’t get the house warm, but didn’t inform us till they’d left.

HIE sent through SURF award information – LM to forward to the board, but general feeling is it’s too soon to apply

**AOB** – There are concrete strainer posts being used as a border in the garden, our gardener asked if he could remove these – the board agreed they could go.

AB shared the turbine report

**Date of next meeting**: Monday 4th July 6.30pm