**Minutes of the meeting of the Shapinsay Development Trust held in the Boathouse on Tuesday 19th April 2022**

Present: Ashley Boyd, Adrian Bird, Simon Meason, Lenka Mellor, Graham Rendall, Barry Moncrieff.

1. Apologies: Rachel Garson, Stewart Leslie
2. Declarations of interest – None
3. To do list and matters arising- project updates to come later on agenda, no matters

Arising. Minutes proposed by Lenka, seconded by Adrian.

1. Davie shared a financial update and is working on the project budget for next year, he asked the board to decide the projected budget for the Transport elements.
2. Project updates – Smithy - slides Davie shared the Smithy plans that have been submitted to the OIC planning department. The toilet has been removed from upstairs at the request of SHAC. They would also like the office made slightly smaller, if possible, but the plans have already been submitted.

Davie shared a power point on milestones achieved to date, the short-term action plan, long term action plan and funding. – See separate attachment.

Gardening at the Smithy – Tenders were mistakenly sent out by the Community Council, 2 were received so they were passed over to SDT to see if we wished to take them on. SDT chose to go with Tender B which was D Swannie. LM to inform.

Housing

Davie has a contact who would do option appraisals at the cost of £150 per site, including pre-planning, the board agreed this would be a good investment. Davie to contact him to start ASAP.

2-3 houses to go on each site

Larger sites need a full plan for the whole site whether it’s to be rented as farm land, a community garden, trees etc

Davie shared a power point with – Milestones achieved, who is on the feasibility team, a short term/medium term action plan, a long-term action plan, and future funding – see separate attachment.

Youth Project – Katie from NILPS is looking into possible funding for a youth club worker for Shapinsay. Awaiting feedback. LM to talk to Community Association once a new chair is sorted after the EGM. LM and DC looking into possible investing in communities fund to create a youth worker position.

**Investing in Communities fund** – SDT are working with REWDT to see if we can do a combined bid for an ICF grant towards the 4 key elements of the grant. Meeting to be held with REWDT and Mark Hull from CES (to do with working towards Net Zero) on Monday 25th.

1. Transport – Minutes of the meeting held on 24.03.22 – Change “Tender A” to “A Summerfield” and take out quantities – with these amendments Graham Proposed the minutes and Ashley seconded.

LM to type up some clear guidelines for Ann.

LM to type up bullet points for Harvey’s consideration, then send to board for approval before sending to Harvey in advance of the meeting. Options to consider additionally could be seasonal timetables and bi-annual reviews of the service with the service provider in March and October each year.

1. SWAPS – Little inventors - £742.64 towards costs for running a little inventors programme.

Made in the Parish - £120 towards ingredients and travel for competitors

Both the above were approved.

1. SHAC – Valerie from NILPS has suggested that NILPS would be willing to cover costs involved in improving the waiting rooms to include information boards and make it a more appealing place to wait or to have a cup of coffee where it’s warm and dry. Lenka to check with community council and then feed back to NILPS that we think it’s a good idea to have somewhere for people to go. LM to check with Sheena to see if she is going teas/coffees/sandwiches this Summer. It was suggested that the Smithy could be used if it was cleaned up a bit – till works are underway – LM to look into, but may require a lot of extra work and staffing.

Game on – Lenka asked if her and one other member of Game on could get a key to the Bike shed to access board games in the evenings – the board were happy with this.

1. Correspondence – We had a letter asking that we consider setting up a mobile abattoir on Shapinsay. As there is potentially a new one going to be set up in Kirkwall (as per the Orcadian last week) it was decided that this is not something we will look into at the moment, we currently don’t have the man power to take on another huge project. This has also proven to be financially unviable in the past, even for the large butchers, so this is definitely not something we will look into at this current time.
2. A.O.B – Ebikes – maintenance issues were raised – we currently have 3 bikes out of action due to various technical issues. AH is bringing them over to Kirkwall this week for repair and LM is going to set up a maintenance contract with Orkney Bike Shop with a view to including all the ebikes in a regular maintenance schedule. LM to look into purchasing a card reader for the ebike hires and to see what’s involved in setting up paypal for donations.

It was brought up that there had been an issue where the staff were made aware of something before the board members. This was due to a miscommunication of how the board were to be informed, the chair was not present to communicate on the issue, but discussions were had and the issue is unlikely to be repeated.

Jubilee holiday – Staff to get the jubilee holidays and the boathouse will be closed. Discussions were had around the jubilee event to be held on the island and the successful event that was had at the weekend. It suggested that it needs to be made easier for keyholders to become keyholders and that they should not have to join the association. LM stated that it’s a community association issue, but that no members on the association means that all events, meetings and clubs need to have a paid steward instead of people being able to be keyholders. It was suggested to look into funding to allow this to happen. Davie pointed out that long term revenue funding was almost impossible to come by, but that Investing in communities COULD potentially cover part of it as it is one of the very few revenue funds available.

Date of next meeting – Meeting with Harvey Tuesday 3rd May 6pm

Full board meeting Tuesday 17th May 6.30pm

Smithy Visit – Tuesday 17th May 6pm