

## **Minutes of the meeting of the board of Shapinsay Development Trust held at the Boathouse on the 25<sup>th</sup> of November at 6.30pm.**

**Present:** Adrian Bird (ABird), Barry Moncrieff (BM), Christine Leslie (CL), Toby Diamond (TD), Simon Meason (SM)

**In attendance:** Davie Campbell (DC), Lisa-Marie Muir (LM)

- 1. Apologies:** Ashley Boyd (AB) and Graham Rendall (GR).
- 2. Declarations of interest:** SM – SWAPS
- 3. Minutes of the meeting held on 14.10.24** – proposed by SM, seconded by TD.
- 4. Action Log:** Heritage Centre license to occupy agreement is now with SHAC to go over and feedback before we finalise.
  - White car update – ABird has organise a trade in for the white car to get a combi van in January.
  - RBS Credit card – DC spoke with RBS, they can't give a credit card without the bank account, the board agreed to switch over bank accounts ss they have a dedicated business advisor and some good rates currently. DC to organise. AB, SM and BM to be signatories.
  - Youth Provision – no applicants for the youth worker posts, so no further progress. Very low turn out to the youth event held at the end of October, LM to try and re-organise in an evening as some people were working.
  - Maintenance tender – LM created, DC to feed back.
  - Photo competition – Horticultural group won't be hosting a photo comp, so LM to post categories in January for another competition.
  - Map – LM and AB met with SHAC chair. They are going to ask BM to assist in moving it back to the Smithy in a van.
  - Hardship fund policy – LM to look into best practices from other trusts and revisit in the new year.
  - Smithy Broadband – LM to engage with a broadband provider.
- 5. Accounts-** DC shared the latest set of management accounts. LM and DC to work on sharing some facts and figures on transport.
- 6. Turbine report** – ABird shared the latest report – curtailment was low, ABird stated that this will be the last year where export tariff is so high, so low curtailment and high winds are ideal.
- 7. Project updates- Rulinvoe** – Planning and building warrant issued for porch, so that, along with fencing works are underway. Unfortunately, the tenants that were engaged to move in December are no longer moving to the island, D&H have readvertised and once it is complete we will do a promo video showing the whole house.
  - **Balfour Cottages** – Planning granted at a special meeting in October, still awaiting conditions from the planning committee. Once received, DC will put together funding applications. The tender process to start early January.
  - **Wellbeing** – Various activities are on-going – AM continues to support the mens shed, a dry stone dyke workshop to be held, another creative practice session this week and a Christmas cheer workshop. The Kirk have offered to partner on running a Financial

wellbeing course, AM advertising to gauge interest. AM asked SDT to contribute financially towards the Christmas cheer, the board agreed. AM requested use of the Smithy, the board declined, as maintaining the Community Centre as a hub was important for the community.

- **School house** – LM is trying to arrange pest control, also a plumber is required – LM to call around to see who can come before Christmas. Guttering also needs cleared.
- **Solar panels** – complete and we can monitor online. DC to submit claims, the final cost to the Trust will be around £3000 with grant support from HIE and CES. Deviate did a fantastic job, so SDT would highly recommend them to anyone!
- 8. Living wage** – LM was asked to leave the room while a whole discussion on pay rises was discussed. LM was invited back – the decision was taken to defer the pay raise until February.
- 9. Transport** – ABird finding it hard to engage an insurer who will take on the fleet. Only one underwriter agreed and the cost is now up to £3000.
  - The board analysed survey data. The boat feedback was for councils ZEV1 project, but due to survey and engagement feedback the decision was taken to increase the OOH fares from January onward to £10 per adult and £3 per 12-18 year old.
  - Own boat – LM to explore selling as without the necessary changes being possible, it is not going to meet the communities needs.
  - The survey revealed low demand for a weekend transport service, with only eight respondents indicating they would use it regularly. Previous trials showed limited success, with few trips and frequent last-minute cancellations. As a result, it was concluded that there is insufficient demand to justify reinstating the service.
  - While some expressed strong support for a pub or event transport service, few indicated they would use it. SDT will trial a pre-booked weekend evening service at £10 per person. LM will recruit drivers for unsocial hours and develop policies for cleaning and behaviour management.
  - LM to collate figures of car service and boat service unique.
- 10. 5 year plan** – Draft delayed due annual leave. Once available, the board will review and a public engagement event will be held.
- 11. Smithy sustainability** – Deep dive into the Smithy finances to create efficiencies without too much compromise on social value. LM to follow up with the consultant she tried to engage pre-Summer season.
- 12. SWAP** – Review of the accommodation grant planned, to allow people to attend activities on the mainland that don't meet in with boat times. The board have suggested LM work on the wording for board approval before publicising, this can then be reviewed along with the hardship fund.
  - **SWAPS awarded** –

Keuffling -£600 – training

Hall - £53.76 – Swimming lessons

Meason £100 – Rugby equipment (SM Stepped out for this decision)

Chaney - £23.88 – Climbing lessons

**13. AOCB** –LM to organise 25 £10 BID vouchers for staff as Christmas gift from their employer, to support local.

- Bike maintenance station – Offer from HITRANS to fund a bike maintenance station – this could go at the end of the shed.
- Ebikes on long term hire – first phase ends December 2024 – currently no funding to pursue phase 3.
- BM has received the frame for the noticeboard at the top of the piers, so this will hopefully be fitted soon.
- Christmas staff/board gathering 11<sup>th</sup> January – LM to engage Kerrys dining – 4.30pm - 7pm

**14. Date of next meeting** 20<sup>th</sup> January 6.30pm.

*Ray Marshall 20/1/25*

