

**Minutes of the meeting of Shapinsay development Trust held on the 11<sup>th</sup> of November 2025 at the Boathouse**

1. **Present:** Ashley Boyd (AB), Graham Rendall (GR), Toby Diamond (TD), Simon Meason (SM), Barry Moncrieff (BM).

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

2. **Declarations of interest:** None

3. **Minutes of the meeting held on the 1<sup>st</sup> Of September:** Proposed SM, Seconded AB

**Minutes of the meeting held on the 29<sup>th</sup> of September:** Proposed TD, seconded GR

**Minutes of the meeting held on the 6<sup>th</sup> of October:** Proposed AB, seconded BM

4. **Action Log:** Smithy Broadband: Passed to Ewan Kennedy to find out if current number can be retained.

**Stonechips for driveway at Rulinvoe:** GR/AB to take forward

**Risk Register:** DC to arrange for next meeting

**Changing banks/credit card:** DC to take forward

5. **Turbine report:** LM shared. Future Generation meeting 6.30pm on the 17<sup>th</sup> of November at the Boathouse for those that can make it.

6. **Accounts:** Craig Spence from OHAL attended virtually join to share community share opportunities. The board agreed to defer any investment decision until the next meeting. There is a hard deadline of 15<sup>th</sup> of December. Seek advice from accountant before then.

7. **Project updates: Balfour Cottages** – awaiting building warrant, all queries have been addressed. OIC grant – queries answered at planning stage have been repeated – DC to convey trusts confusion regarding this but answered questions accordingly. Roads and compound don't need building warrant, so this can start any time the contractor is ready.

**Spion and community gardens-** Decision required by March at the latest about what is going to happen at Spion brae site. LM has asked OIC again, after a positive conversation with a councillor, about the potential purchase or asset transfer on the site at Helliar view. This may be a better location for a community garden, with upper section of Spion used for tree planting

**Wellbeing** – LM is collaborating with other trusts to develop “Wellbeing day” framework so that all the islands approach wellbeing consistently and are working with the same data should we decide at a later date to try to work together on a funding bid. The board approved LMs proposal to publish the findings from the wellbeing tree and to consult the community on 2 options:

1. a community liaison person to run community groups and sign post

2. a here to help option

**Mental Health and wellbeing grant to be repurposed** – Christmas workshops in November and December,  
Additional Winter warmers

Purchase of Sola lamps to lending out to the community

The wellbeing day.

**Community larder** – 3 pieces of written support for the continuation of the larder. The board agreed to contribute £50 per month and to ask the community if anyone would be willing to donate money or goods to help sustain it.

**Community Resilience** –OIC and CES are looking at community resilience as part of the wider climate conversation.

**Key elements include** - food resilience and community growing, (this could also be included in the wellbeing day consultation).

Preparedness for weather related disruptions (Ferry disruptions, power outages)

Emergency response (Triage multi-casualty

LM to organise a meeting with OIC resilience officer, SCC, SCA, shop, SAS responders and fire service to create a resilience plan for the island.

**OOH Ferry** – The board approved the draft proposal for NM for a 2-year contract, however deferred the formal agreement pending discussion with OIC and OF – NM are aware and happy to wait.

Welding work completed by RCG on trailer, new storage location has been found  
LM to photograph and advertise it locally.

8. **Policies and HR:** LM presented the first draft policies –

Lone working,

Whistleblowing,

Menopause,

Evening transport,

Grievance

Flexible working.

All approved

LM contacted SCVO for help with further policy updates, they recommended taking up membership and HR with them for £500 +VAT - cheaper than the current provider and suited to charities. The board approved the switch.

DC suggested Andy White for Health and safety – LM to follow up

9. **SWAPs** – Keuffling – education grant £600 – approved

Chaney – swimming - £16.92, climbing £21.60 - approved

Mellor – £36 – Judo – approved

Shapinsay Community Council – Tree lighting – salvation army expenses inc boat and food up to £350 – approved

Thanks received from C Lemarr for the BDMLR rescue kits and from A McDougall for the funding towards training and accommodation

10. **AOCB – Living wage rise** – set to rise to £13.45, wage review to take place early next year.

**Archive of community ownership** – request for information – LM to reply

**Christmas Cheer**- request from the Kirk for a donation towards it – LM to find out how much was contributed last year and email the board for discussion.

**Date of Next meeting** 1.12.25