

Minutes of the meeting of the Shapinsay Development Trust held on the 18<sup>th</sup> of May 2026

Present: Ashley Boyd (AB), Barry Moncrieff (BM), Adrian Bird (ABird), Simon Meason (SM), Toby Diamond (TD) from 7.40pm.

In attendance Davie Campbell (DC), Lisa-Marie Muir (LM), Andy Whyte(AW)

1. **Apologies:** Graham Rendall
2. **Declarations of interest:** SM declared an interest in the Picnic SWAP
3. **Health and Safety:** AW carried out a health and safety audit of the Smithy, Ebike shed, Boathouse and Cast Affs and will produce a report accordingly.  
AW outlined roles and responsibilities of board members.  
AW will liaise with LM and create risk assessments appropriate to the needs of the charity. These will be reviewed annually and H&S should be an agenda item at each meeting.
4. **Minutes of the meeting held on the 16<sup>th</sup> of March:** Minutes approved AB, Seconded BM
5. **Actions from minutes:** Gashouse – LM sought public ideas for future use of the Gashouse – these ranged from a round library to a quiet spot with a Perspex roof to watch the stars and a coffee machine for public use, to a community garden.
6. **Project update:** Balfour Cottages – progressing well, the building has been demolished in preparation for site clearance and site welfare units.  
A planning enforcement notice was received on the 8<sup>th</sup> of May regarding the roads – LM responded that the road work is continuing and will be completed before further siteworks proceed.  
A site meeting was held earlier in the day and it was confirmed that a pump will be required for sewage, this will necessitate a separate electrical connection that the trust will continue to fund.
7. **Housing allocation policy:** A discussion was had. This will need to be created to be shared at AGM, DC to create a first draft.
8. **Spion:** first steps – Priority given to housing and enterprise zone elements.
9. **Wellbeing:** LM has applied for funding £5000 for a climate wellbeing fund, project will proceed if this is successful.
10. **Smithy update:** Summer menu created – simple core menu with regular specials. Staff training will take place next week.
11. **DTAS visit:** A representative from DTAS (Development Trust Association Scotland) will visit in August to provide governance support and guidance to help on-board new directors.
12. **Turbine report:** shared with the board
13. **SWAPS:** Medical fund requested £5000 for heart monitor Defib – DC suggested that the group seek funding from NHS endowment and reapply once a response is received, the board have indicated a willingness to contribute.

Picnic - £800 requested - £600 approved

Chaney - £22.08 for climbing classes – approved

Kent - £111 for course – approved

14. **AOCB: Bikes** – 2 new ebikes have been delivered making 2 of the old ebikes available for residents for a small donation to the trust. An active travel grant is available for ebikes etc – LM to apply for 2 more ebikes and high vis and safety gear for those that need it.

**Orkney loves local advert-** LM to contact Orcadian for an advert.

**Linnhe Venture update** - someone is doing some work to ensure that she is ready for sale.

**Banking-** The new bank account is almost complete and should be available in 5 days. Ashley Boyd gave notice of his intention to resign after this meeting and stepped down from the board. The board would like to thank Ash for his time and dedication to the trust for the last 5 years, he has always gone above and beyond in his role and will be a miss.

**Date of next meeting:** June 15th 6.30pm