

Minutes of the meeting of the Shapinsay Development Trust held on the 15th of June 2026 at the Boathouse

Present: Simon Meason (SM) Acting chair, Adrian Bird (AB), Barry Moncrieff (BM), Toby Diamond (TD)

In attendance: Lisa-Marie Muir (LM), Steven Bews (SB)

1. **Apologies:** Graham Rendall, Davie Campbell
2. **Declarations of interest:** TD – SWAP and letter of complaint.
3. **Co-opting new director:** AB Proposed Steven Bews as a co-opted director until the AGM, TD seconded this motion. SB to be co-opted on to the board. LM to send induction pack.
4. **Minutes of the meeting held on the 18th of May 2026:** Proposed by TD, seconded by AB
5. **Action Log: Gas House member consultation** – to take place at the AGM.
Smithy Fibre Broadband – Connected but now needs router connected.
DTAS visit – Arranged for 17th August
Helliar View site – update that OIC are willing to sell the site –price to be confirmed before doing further community consultation.
Community resilience – LM attended a meeting with the community planning partnership with the SCC chair on this subject. LM to reach out to OIC resilience officer.
RBS bank changeover – this will be completed on DCs return from leave
Bikes – LM to purchase 2 replacement ebikes to as the Kalkhoffs are showing signs of age.
Stonechips for driveways and turbine road – works expected to take place in the next few weeks.

CDO Update: This month I have focused on reviewing processes at the Smithy, refreshing knowledge of the till backoffice, supporting staff training, reviewing pricing, encouraging forward planning among key staff, and strengthening our social media activity.

I have also been working on health and safety, policy reviews, board induction processes, completed an introductory project management course, and attended an Equality and Diversity Group meeting focused on resilience in ferry-linked islands. This group, part of the Community Planning Partnership, now has a clearer direction under DC's chairmanship. Initial work will focus on identifying what partner organisations including NHS, Fire and Rescue, OIC, VAO, Orkney Ferries and Development Trusts, can realistically address to improve island resilience. Feedback from the meeting is expected shortly.

The CNI Network has secured a further year of funding to continue Climate Change Action Plan work, with a new focus on island resilience. The first theme is energy resilience, supporting islands without existing solar and battery systems to apply for CARES funding. As the Trust already has this infrastructure, our role will be to contribute to discussions on future energy and communications resilience measures. Food resilience will be the next area of focus and is a subject where we will need to pay close attention.

There was discussion around undertaking farm and fish farm audits to gather additional data, but it was agreed this was not the best use of resources at this stage.

I have prepared an application for three new e-bikes and associated safety equipment, with quotes now received from Cycle Orkney. Bike hires have picked up, alongside more visitors using both the bike hire service and Cast Affs.

Pupil Council had a successful event, and the Men's Shed are hoping for similar results this week.

Monthly coffee afternoons continue, providing a social opportunity on one Tuesday each month when the Smithy is closed. Four visitors attended the last session and were very appreciative. I would like to trial moving these events to the Smithy in September and October. Costs are covered through donations, cakes are bought in which makes things easier.

It has also been encouraging to see more people seeking advice and support, suggesting that our open-door approach is slowly getting through.

On 25 June, I will attend a Business and Community Conversation event at the College, organised by HIE.

6. **Project updates: Balfour Cottages** – Project remains on hold until tarmac is laid. A complaint was made by a member of the community about right of access from a garden onto the road. LM to reach out to OIC regarding this matter.
7. **Health and safety:** LM reviewed current risk assessments and the highlighted actions, including improved signage at the Smithy regarding road crossings. All points to be actioned ASAP.
8. **Risk Register:** LM reviewed the risk register and the work being done to mitigate identified risks. Succession planning was deemed the highest risk, the board are addressing this by co-opting SB and continuing to try to recruit new directors. 2 new directors by the AGM would be ideal.
Sustainability in terms of finance remains a risk. AB suggested a written policy that rent will always be assessed and increased where possible between tenants in all properties, noting that rent levels are controlled by the funders.
9. **Smithy:** LM presented figures for the first 2 months of the financial year, the losses are reduced from last year, which the board were pleased with. The early

June are lower than expected, but we hope that the school holidays will see things pick up.

Pub to be open on Saturday nights for an 8 week trial. Performance figures to be reviewed at the end of the 8 weeks.

Show day – SM asked about plans for show day, LM said there is a plan being put into place, but it will be serving food till 1pm only.

10. **Turbine update:** Latest report shared, curtailment remains low.

11. **SWAPs:** Men's shed Hoy trip – Application declined as this did not meet SWAP criteria

Shapinsay School Fund - £1000 towards the garden project – The Board discussed the condition of the existing polytunnel frame and whether replacement should be considered alongside installation of polycarbonate sheets.

– TD to ask salmon companies if they have old cages available. The board are agreed in principle to support the garden project provided it will have longevity.

Chess Club – £221.99 requested for Chess Boards – SDT can fund 60% of it but suggested that the club operates under the umbrella of the Community Association.

Mellor – Judo lessons - £42 - approved

12. **AOCB: SAS Request** - A plot of land for the ambulance was requested, with an electricity supply and ability to erect a shed. The site at Spion would be ideal, but feasibility, grants, planning and building will take 2-3 years, would not meet short term needs. Temporary use of parking at the Boathouse may be an option if no shed is needed – LM to investigate requirements.

Boat update – BM asked for an update on the boat, we are currently waiting for someone to get back to us about the work needed before the boat can be sold.

Letter of complaint: Complaint concerning a tenant was received, the board agreed this would be passed on to OIPDL as the letting agent for formal response.

13. Date of next meeting: 13.07.26

