

**Minutes of the meeting of the Shapinsay Development Trust held at the Boathouse
on the 13th of July 2026**

Present: Adrian Bird (AB), Simon Meason (SM), Steven Bews (SB), Barry Moncrieff (BM).

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

1. **Apologies:** Graham Rendall, Toby Diamond
2. Declarations of interest: None
3. Minutes of the meeting held on the 15th of June 2026: Proposed by SB, seconded by BM
4. **Action log: Ambulance parking** - LM spoke with R Rendall, it was suggested that stone from Balfour Cottages would be used, they will clear site next to the bike shed and create a dedicated hard stand for Ambulance Parking, GA Barney Group will install external socket.
RBS changeover – should be around 1 week
Stonechips for Rulinvoe driveway – AB has not yet heard from contractor – AB to follow up.
Housing allocation policy first draft – DC to create first draft for next meeting
5. **Accounts:** DC shared the most up to date information for the last quarter
6. **AGM date:** Provisional date set for 21st September – DC to inform accountant
7. **Project updates: Balfour Cottages** – Site meeting held last week. Road work required before building work can commence is almost complete. Kit being manufactured in Kirkwall, foundations will start very soon.
2 decisions for board consideration– Foul water pumps - single pump for waste for all 4 houses, or individual pumps for each house- board decided individual pumps would be best. Surface water drainage - Board requested to find out if current set up would be sufficient, if not the gravity fed option would be best.
Boat – LM spoke with the crew member that has been investigating getting the Linnhe Venture up and running, he suggested launching it and bringing it over to Shapinsay. The Board agreed.
Spion Brae– The board reviewed the original plans for Spion Brae and discussed options. It was agreed to fence off the top half mean time and concentrate on developing the lower half. DC to organise some conceptual drawings of the lower incorporating 4-6 houses and the enterprise zone.
Ebikes – LM collected 3 new ebikes and 2 children's bikes yesterday. Old bikes to be advertised for around £200 each, if demand exceeds availability names will go into a draw and drawn at random.

Wellbeing - £5000 funding received to run 6months of a community liaison coordinator to run wellbeing workshops etc – 8 hours per week. The board agreed to match fund to extend it to 1 year of funding.

Crisis Fund – An application will be submitted for funding to support shared community meals over the winter period

8. **SWAP** – Mellor - £57.60 – Gymnastics

Chaney £124.08 Climbing

Chaney £36.36 Climbing

Lawrence - £50 – Accommodation

The Board agreed to delegate authority to office staff to approve SWAPs provided they meet the established criteria and are within the set budgets. A summary report will be given at each board meeting, any that do not strictly meet the criteria will be brought to the board for discussion.

9. **AOCB** – Smithy kitchen fans – discussion had around airflow in the kitchen. LM to order 2 window fans to replace existing units.

Smithy staff meal policy -updated

Shapinsay Show day – Decision to take a break this year and efforts will be focused on community engagement at the AGM and Piece Place/wellbeing activities.

10. **Date of next meeting** 17th of August 6pm