

Minutes of the Board meeting of Westray Development Trust held Tuesday 18th August 2015 at 7pm in the Community classroom

Present: Daniel Marcus (DH) Chair, William Turnbull (WT), Peter Needham (PN), Douglas Leslie (DL), David Seatter (DS), George Drever (GD), George Costie (GC)

Attending: Janice Rendall (JR), Andy Makin (AM)

1 Welcome and apologies: DH welcomed everyone to the meeting and thanked them for agreeing to reschedule it. No apologies were received.

2 Minutes of board meeting 7th July 2015: Proposed DL, seconded PN

3 Operations Manager's report:

1/ Scottish Land Fund/HIE visit: no further update and no questions.

2/ Housing: will be covered under item 9 on the agenda.

3/ Quarry: AM had received a quote to carry out investigations into stone quality and quantity and, depending on the level of detail requested, it will be between £10,000 and £16,000 for the three sites. Following discussion on potential returns etc. the Board agreed to AM progressing this project further by getting the studies done.

Action: AM

4/ Joint Emergency Services building: no further update and no questions.

5/ Car nousts: no further update but it was asked where these would be situated – Rapness, Westside and Skail with further negotiations to be done before more detail can be given.

6/ Charity shop: WDT had been given the opportunity to submit an offer for Unit 2, Quarry road and it was suggested that it could be used for a charity shop until such time as a more suitable building is in place. It was noted that the unit does not have space for sorting and storage but it was felt that it would be ideal to gauge the need and potential usage of such a facility.

It was noted that WDT had also been offered the old community hall on various financial terms but the Board agreed that the hall would require substantial repairs and upkeep. It was therefore agreed that AM should submit an offer on Unit 2 for £45,000 with no conditions attached.

Action: AM

7/ Electric Vehicle charge points: it was agreed to circulate the information on the grants available to the community.

Action: AM

8/ Links of Noltland visitor centre: AM informed the Board that there would be funding available through HIE for a site visit to similar projects in Shetland or the Western Isles for up to three people. The Board agreed to progress this project to the next stage.

Action: AM

9/ Investments: it was agreed that this should be passed to the financial sub group to investigate and recommend to the Board.

10/ Director profiles for Annual report: directors discussed and agreed the form for the profiles.

11/ Young roots funding: AM had put in a request for the £900 that is left in this pot but it was noted that it was to be used for frames for the Peece Neems maps in the first instance.

At this stage (8pm), AM left to pick up Ronnie MacRae. The Board decided to continue the meeting by moving on to the next agenda item.

4 Admin and Finance report:

The AGM has been pencilled in for Friday 30th October this year. It was noted that JR will be on leave at this time.

As per the Articles of Association of WDT, one third or three directors must step down from the Board each year but can be eligible for re-election. This year, there are five directors who have served the same length of time since election or re-election. GC had expressed that he would be retiring at the AGM so this leaves two places which will be determined by picking at random two names. The names are David Seatter, George Drever, Douglas Leslie and Peter Needham.

The two names picked were David Seatter and Douglas Leslie. David said that he would be retiring from the Board at the AGM and Douglas said he'd stand again for re-election.

AM and Ronnie MacRae joined the meeting at 8.07pm

9 Ronnie MacRae, housing project:

Ronnie Chief Executive of the Highlands Small Communities Housing Trust He gave a presentation on the various types of housing they have been involved in throughout the Highlands including some information on Rural Housing Burden and some discussion on Local housing allowance (in terms of rents). He will discuss in more detail with AM tomorrow, Wednesday but it gave an idea of the kind of things WDT should be thinking about in terms of housing. This information will allow the progression of a potential housing project on Westray.

Ronnie left at 8.55pm

The Board then finished the discussion on item 3 Operations Manager's report:

12/ Island meeting: some interest has been shown in this.

13/ Cleaning post: the proposal is to employ someone for three hours per week to clean both the Hofn and the office. This person would be employed at minimum wage and therefore the maximum cost would be £1014 per year. The Board agreed to create this job. **Action: AM**

14/ Here2Help: No further update and no queries.

15/ Broadband: AM has a meeting on Thursday to discuss this further.

16/ Western Isles visit: AM and GD will be setting off on Sunday.

5 Learning centre report: for information only.

6 Investments: this was covered under the Operations Manager's report, item 9.

7 AOCB: No other business to discuss.

8 Date of next meeting: Tuesday 8th September at 7pm.

JR and AM left the meeting at 9.05pm

10 WDT Board only:

JR had informed the Board that she had five days holiday entitlement left from the current year but didn't envisage being able to use them before the end of September due to workload. The Board therefore agreed that she could carry them forward to the new holiday year.

DH had received an email from Chessa Couperwhite at HIE regarding a free Board skills audit and health check. It was decided not to take up this offer until after the AGM when there would potentially be new directors on board.

With no further business to discuss the meeting was closed at 9.20pm.