

Minutes of the board meeting of Westray Development Trust (WDT) held Tuesday 6th November 2012 at 7.30pm in the Haff Yok

Present: David Seatter (DS) Chair, Margaret Hutchison (MH), June Harcus (JH), Philip Bews (PB), Ann Rendall (AR), Douglas Leslie (DL), George Drever (GD), George Costie (GC), Stewart Rendall (SR)

Attending: Janice Rendall (JR) Minutes, Anne Cooper (AC) Westray Community Council, Corinne Curtis (CC) CDO

1 Welcome and Apologies: DS welcomed everyone to the meeting. There were no apologies to record.

2 Minutes of the meeting held Monday 1st October 2012: Proposed DL Seconded GC
Matters arising from the minutes:

-Play park support letter: some discussion was held on the situation of this and the decision was made that CC should write to the group and advise them to submit an application to PEG for assistance. CC

-Mobility scooter: pictures will be taken of the scooter and adverts will be put in the shops. CC/JR

-Electric car: the container will be cleared and Colin MacAllister will be advised when he can come and collect the car. DS/GD/JR

-Office at Old Kirk: Christopher Bain was away at the time and so Colin Drever has carried out the painting.

3 CDO report: CCs report had been circulated prior to the meeting.

The main points arising from the report:

-An approach had been made by Phil Hellewell to use the old website name and domain (www.westray-orkney.co.uk). There was discussion held on this and the decision was taken that Phil could take control of it provided there was no cost or obligation to WDT.

-There was discussion on an approach that had been made with regards to the local shops. The decision was that WDT would issue a statement as part of its policies that it will actively look at assistance for taking over local businesses where the need arises.

-Key worker accommodation: discussion was held and it was decided that WDT should apply for a council house as key worker accommodation.

-Westray processors feasibility study: this was discussed and the main point raised was that the study should be directed by the WDT board therefore CC will meet with GC and AR to discuss this.

-CC had been finding it difficult to work within the 28 hours per week contracted especially while JR was on leave. GD and DS had approved reimbursement for the extra time worked in that period. The board approved that, if the need arises, CC will be entitled to claim hours up to a maximum of 35 per week.

4 PEG: The recommendations were circulated prior to the meeting.

The PEG made recommendations regarding policy and procedure. Most of these were accepted with exception of one which will be looked at once the enterprise manager is in post.

Applications:

- 30/2012 Westray School Poland Trip: The board approved 50% funding, based on estimates of total cost of £17,000 (i.e. grant of £8500). This meets youth development and education goals of the trust.

- 24/2012 Westray Connections Weekend: The board approved payment of £750.08 to WPWTA to meet shortfall.

- 14/2012 and 33/2012: Two applications from individuals for loans to assist them in business ownership were supported in principle. The PEG will continue to work with the applicants and if a formal offer is made this will be made public.
- 32/2012: A further grant request for £2500 is awaiting more detail before a decision is made.
- No applications were declined.

5 Westray Enterprise CIC: The board received an excerpt from the proposed Articles of Association of the company and discussion was held regarding the set up of the company. The board agreed to submit the Articles as they stand to the CIC regulator.

6 Hofn: Two firms have expressed an interest in carrying out the work for the extension. A decision will be taken once quotes have been received.

Daniel Marcus Construction will carry out the inside work that has been requested: turn one toilet into a storage cupboard, paint the big room and repair the outside door.

7 AGM: Work for the AGM is under control. JH will do the refreshments. The issue of the Singing Group being upstairs was raised but it was thought this would not cause any problems.

8 AOCB:

A meeting will be held with Alan Long at 5pm in the Heritage Centre on Saturday 10th to discuss the accounts for the year ended 30th June.

An area in the roof space of the office will be floored to allow storage. JR will order the wood required for this.

JR

Westray Community Council had received a letter from Meridian Salmon regarding feed barges at two sites around Westray. The first part of the next WCC meeting will be public and Stewart Rendall (Manager of the Westray sites) will do a presentation.

The option of a purpose built building is being looked at for the Chapel of Rest. Lindsey Blair is the architect in charge of this and an area of land is being looked for to site the building.

A feasibility study into waste water is being carried out by Bio Matrix and HIE are paying for it at a cost of £7500. A copy of the report will be given to WDT.

9 Date of next meeting: A meeting for the board will be held on Monday 12th November at 7.30pm in the Haff Yok to discuss the recommendations made after the interview weekend.

The next full board meeting will be held on Monday 3rd December at 7.30pm in the Haff Yok.

10 Staffing issues: This was discussed once CC and JR left the meeting.

Under the HIE contract, a pay increase of 2.5% is included in the budget for the project. Discussion was held regarding this and the board decided to offer the 2.5% pay increase to JR. CC will also be offered this rise.

With no further business to discuss, DS thanked everyone for attending and closed the meeting at 9.30pm.