

Minutes of the Board meeting of Westray Development Trust (WDT) held Tuesday 7th February 2017 at 7.30pm in the community classroom

Present: George Drever (GD) Chair, Peter Needham (PN), Douglas Leslie (DL), William Turnbull (WT), Andrew Seatter (AS), Edith Costie (EC)

Attending: Janice Rendall (JR), Andy Makin (AM), Alan Flint – Bank of Scotland

1 Welcome and apologies: Apologies received from John Stout, Kayleigh Seatter, Ian Ricketts, and Philip Bews

2 Introductions: The Board introduced themselves individually to Alan Flint.

3 Minutes of the previous board meeting: 24th January 2017 Proposed WT, Seconded PN
Matter's arising: AM had passed on the letter from the OFLAG to Westray Processors Ltd for their information and further action.

4 Operations Manager's report:

1/ Northend: an objection against the planning has been received from a neighbour of the project – AM has responded against the objection twice and also spoken with the planning department. One part of the objection is concern for privacy; in order to address this issue, it is proposed to install the greenhouses so that the entrance is facing north-east.

2/ Growing project: any change to the proposed project requires a change request to be submitted to LEADER; AM & Mark Dickinson will be meeting to contact all suppliers and once all details have been obtained, AM will submit the change requests to LEADER all together.

3/ Housing report: the report has been finalised and Highlands Small Communities Housing Trust have emailed AM a copy. The initial housing sub group meeting will be held once IR has returned to Westray. IR will be attending the housing conference on behalf of WDT.

4/ Quarry: Ease Archaeology have been appointed to complete the required report on the quarry site.

5/ Hofn refurb: work has begun on the refurb with the breakfast bar being removed. The furniture has been ordered and should be delivered this week and the flooring should arrive within a few weeks.

6/ Administration post: interviews will be held on Monday 13th. A recommendation will be taken to the Board for the final decision.

7/ Scotgrad Application: a meeting of the financial sub group members able to attend will be held on Wednesday 8th at 1pm in the office to discuss the main requirements of this project.

8/ Tourism Development Officer: Hazel's employment will come to an end at the end of February. PN will contact Anne Marwick regarding her report. **Action: PN**

GD and AM had discussed the possibility of drawing up a maintenance contract and putting it out to tender. AM will draw up a proposal on this for the next board meeting. **Action: AM**

5 Administration & Finance report: this was for information only: the transfer to the Ethical Investment Fund has been actioned. JR has also contacted Triodos bank regarding opening new bank accounts and will complete all necessary forms.

6 Correspondence:

One item: from THAW Orkney – a proposal to employ a life-skills coach to assist those in need in relation to fuel poverty. THAW Orkney have put in a request for £7,200 funding in principal towards this project from WDT. Some questions were raised regarding the data supplied for the outer islands and match funding (i.e. if some of the other proposed joint workers couldn't supply the funding required, would it mean that WDTs share would increase). It was agreed to reject this proposal on the basis that this type of project has been done several times before in Westray and it was unclear what, if any, benefit this would bring for the funding requested.

8 AOCB:

Westray Golf Club will be holding its AGM on Friday night and WT will provide a report on the financial position and projection progression to WDT to allow review of the funding awarded last year.

Natural History Report – PN was asking for permission to include additional photos and information on the Neolithic flora and fauna in this report which will then be available for download from the new Westray Tourism website. The inclusion of this additional information will have no cost. The Board agreed that the report could be edited.

New Westray website – the proposal is that Go Westray CIC would take ownership of this website and that the sale of the new guides would be used to fund the maintenance. This was agreed by the board.

Diary – some discussion took place regarding this and it was discovered that the community association had agreed to fund an online diary at a cost of £400 per year. AM will inform Phil Hellewell to proceed with this and the new diary will be included in the new website.

9 Date of next meeting: Tuesday 7th March 2017 at 7.30pm in the community classroom

7. Support from Alan Flint, Bank of Scotland:

Alan gave an introduction to himself and explained that this was a joint venture with Highlands and Islands Enterprise to offer groups support and advice that they couldn't access elsewhere and to offer skills that they perhaps did not have within their organisation. Following some discussion, it was agreed that WDT would work with Alan to lay the foundations for a plan which would include how WDT could sustain its income, still remain a grant giving and lending body and run its own projects (income generating, community beneficial and employment creating). This will start with a small group of people from within the Trust but will then bring in other members of the community for input.

With no further business to discuss the meeting was closed at 9.10pm