

Minutes of Westray Development Trust Board Meeting
Thursday 6th May 2021 at 19:00 via ZOOM

Due to the ongoing restrictions imposed to prevent the spread of the covid-19 during the spring of 2020, this Board meeting was held using the online video conferencing software, ZOOM.

Present: Anne Burgher (AB), Coilla Drake (CD), Steven Drever (SD), Gill McEwen (GM), Louis Pottinger (LP) (Chair), Andrew Seatter (AS), David Stephenson (DS).

Attending: Janice Kirkness (JK) (from Item 7), Margo Makin (MM), Isobel Thompson (IT), Clare Walker (CW).

1. Apologies: Helen Bain (HB), Douglas Leslie (DL).

2. Minutes of previous board meeting:

Meeting on 08/04/2021

Proposed – AB; seconded – AS

3. Matters Arising:

IT has received contact information from other local development trusts for their renewable energy teams and has passed these on to JK.

IT has made signage for the Midbea telephone kiosk and this will be put up early next week.

Gloves and disposable aprons have been purchased for the Home Help team and these are now in use.

4. Administration and Finance Officer's Report:

The signed accounts have been received from The Long Partnership so MM will now be able to send out the invitation to tender for accountancy services to four local accounting firms. A closing date for tenders was set for 30th June 2021.

ACTION: MM to mail out the invitation to tender.

5. Operations Report:

Covid-19 Response

Orkney Sky-Cam are currently planning which dates they will visit Westray in May. A list of locations has been sent to them. Orkney.com have expressed a willingness to share any stock footage they have with WDT's media library if WDT were willing to reciprocate, the Board Agreed.

£9,364.04 remains unspent of the COVID-19 Budget. £110.01 of this remains of the tech sub-budget which will be used to purchase a small printer for Janice's use working from home.

In 2019 the Board considered funding additional Orkney Library van visits to Westray. For the remainder of this year there is currently no visit planned for June, August, October, and December. Funding four additional trips, assuming the same £360 cost, would be a total of £1,440. The Board Agreed this would be a good use of some of the remaining covid fund providing the Orkney Library was able to accommodate this.

ACTION: IT to speak to Orkney Library.

Housing – Bayview

A quote from Drever & Heddle has now been received for the management of the Bayview lettings so IT will now arrange a housing subgroup meeting to discuss this and the lettings policy.

ACTION: IT to organize housing subgroup meeting.

Bargain Box

Shane Scott has a number of queries of the structural report which require further clarification before submitting the building warrant.

Westray Quarry

An Orkney based company has expressed an interest in submitting a quote for the quarry project and IT will arrange an quarry subgroup meeting once this has been received.

Public Bins

OIC have confirmed that they are happy with the type of litter bins proposed by WDT. The Operations team at OIC are currently considering 'the wording' of any written confirmation that OIC will empty these bins.

The landowner at Backarass has approved the installation of a public bin there.

Governance Health Check

The EGM has been arranged for Thursday 27th May 2021 with the member pack and advertising posted prior to the Board meeting.

Community Garden Project

The HIE Feasibility Study has been further delayed and the report is now expected sometime week beginning 10th May. A garden subgroup meeting is expected to be arranged soon to discuss the HIE study and the draft subgroup 'Terms of Reference'.

Planting is going well and the fence is currently in the process of being replaced. A new irrigation system has been purchased and it is hoped this will reduce losses and labour requirements.

Broadband

WDT have received conflicting information about BT's plans for the North Isles and it is not expected that they will confirm whether they intend to include Westray in their superfast broadband installations until the end of the summer, however, WDT cannot gauge the best way forward until this information is released. The Board Agreed to submit a freedom of information request asking whether Westray will be covered by BT's broadband rollout. If yes – when is this expected to happen? If No – Why not and what alternatives have been put in place instead?

ACTION: IT to submit freedom of information request.

Website Redevelopment

The redevelopment of the WDT website is expected to be completed by Mid-May.

6. WRE Report

JK has spoken to Northern Turbine Services about the possibility of them servicing the WDT small turbines and, unfortunately they usually only deal with larger turbines. LP suggested contacting Burray Boatyard who may be able to help.

JK has confirmed with Enercon that the current maintenance contract for the Gallohill turbine ends on 31st December 2022; they may offer a new maintenance contract and will look to doing this later this year but will only maintain/service the turbine to the end of its design life, which will be October 2029; after that, they only offer a spare parts service. There are a number of options which could be explored further and The Board Agreed that this would come under the remit of the Board of Directors for WRE.

ACTION: JK to contact Burray Boatyard.

ACTION: JK to discuss the maintenance contract with the WRE Board.

JK joined the meeting.

7. VAO Wellbeing Proposal

VAO currently have a project in place with some of the other Isles to fund an employed wellbeing coordinator post on these islands. The post involves assessing the wellbeing needs specific to their island and collaborating with VAO to deliver small projects which address these needs.

Westray was not included when the project was initiated and the funding for it is fixed until March 2022. However, VAO submitted a proposal to WDT which asks that WDT become involved in the project and employ a wellbeing coordinator for Westray, funded by the Trust until March 2022 when VAO would hope to incorporate the post into their funding bid for the project.

The Westray surgery had expressed their support for the proposal and said they felt it would be beneficial for the community.

The Board discussed various aspects of the proposal but concluded that it would be useful to engage with the surgery further to get more clarity on what role a wellbeing coordinator might fulfil here as it was felt by some that many of the wellbeing projects deployed on other islands were already in place here via other community groups and work of the Trust, therefore, the value of a wellbeing coordinator post was in question.

ACTION: IT to set up a meeting with the Board and Westray surgery.

8. NILPS Red Telephone Box Trail

The Board discussed IT's proposal for the refurbishment of the Mossbrae telephone kiosk. The Board Agreed that the Mossbrae site would be too exposed to host a flower display but that this may be more appropriate for the Pierowall box, however, this would have to include a plan for the winter months.

The Board Agreed that an art installation, preferably involving the community and island children, would be a good use of the kiosks.

ACTION: Lead Gardener to draw up a suitable planting plan for the Pierowall kiosk.

ACTION: IT and CW to draft a tender invitation for an art installation.

9. Correspondence

- a. CW had received a response from OIC Trading Standards which outlined how OIC were tackling the issues highlighted in WDT's letter of objection regarding the FAWK transport consultation. OIC made it clear that they were in agreement with the sentiments expressed by WDT.
- b. A Westray resident had submitted a query to WDT about whether there was any funding available for homeowners to upgrade their waste systems on environmental grounds. The Board Agreed that, while environmental issues arising from waste systems emptying directly into Pierowall Bay rather than through a septic tank were important, WDT are unable to financially assist homeowners with upgrades to their private properties.
- c. WAPWTA had approached the Trust about the formation of a covid-19 recovery forum. The Board Agreed that it would be useful to take part in the forum but would be unable to take a leading role.

ACTION: MM to inform Westray resident of the Board's decision.

ACTION: IT to inform WAPWTA of the Board's decision.

10. AOCB

- a. Mr and Mrs Dwerryhouse are now members of WDT.

11. Date of Next Board Meeting

The next Board meeting will be held on Thursday 3rd June 2021 at 19:00 via ZOOM.

The meeting closed at 20:30.



