

**Minutes of Westray Development Trust Board Meeting**  
**Thursday 21<sup>st</sup> March 2024 at 19:00 in the Community Classroom**

**Present:** George Thomson (GT) (chair), Peter White (PW), Anne Burgher (AB), Coilla Drake (CD), Louis Pottinger (LP), Margaret Rendall (MR), David Seatter (DRS), David Stephenson (DS), Gill McEwen (GM)

**Attending:** Gina Rendall (GR)

**1. Apologies :** Steven Drever (SD), Douglas Leslie (DL)

GT gave GM a warm welcome back to the board.

**2. Minutes of previous board meetings:**

Minutes of Board meetings on 15<sup>th</sup> February 2024

Proposed – DS, Seconded – AB

**3. Matters Arising:**

**Board approvals since board meeting 15<sup>th</sup> February 2024 –**

- 01/03/2024 – The Board Approved via email and in person that Hofn Charges should be waved for late cancellations if they are caused by travel disturbances. The Operations Manager and Chair will have discretion relating to cancellation charges.

**Matters arising from board meeting 15<sup>th</sup> February 2024 –**

- 01/03/24 - Housing subgroup approved via Email and in person the installation of fire detection system in Bayview's common stairwell.
- 07/03/24 - Housing subgroup approved via Email and in person the installation of secure entry system at Bayview as required by new Repairing Standards. It was noted that this may invalidate the warranty on the entrance door. The subgroup felt that this would not normally be required on Westray but it would be best to go ahead now rather than wait for a possible future grievance.

**GR reported that both these matters were now well in hand.**

**4. AFO Report:**

- i. **Financial Reports** The contents of the reports were noted. The Bargain Box shows an overspend, there was no budget set for it this year and we added the additional collum before the move to the snooker room. It was suggested that this would need its own budget next year.

**ACTION Finance sub group to discuss at budget meeting.**

- ii. **Pension** MM has completed the pensions information but will wait until April payroll to see if there are people to opt out. We have until the 31<sup>st</sup> of July to finalise everything.
- iii. **Fuel Grants** There are still some queries outstanding which are dealt with when they come in.
- iv. **OSCR** The annual return has been completed and sent to OSCR. Clarifications on savings will more than likely be requested which will be dealt with as normal.
- v. **Grant Claims** CLLD Wellbeing project and the CLLD Conference Report claims have all been completed this month. PW expenses for the trip to Edinburgh to the Scottish Government was approved and should be paid shortly.

- vi. **Housing** We have received the invoice from Cloudnet for the installation of the broadband. We have paid D&H for their work in Bayview, they have also transferred the first months rent from the tenants. We have also been reimbursed for the council tax we were wrongly charged.
- vii. **Micro Turbines** MM has chased Burray Boatyard with no reply yet, she had asked DRS if he could make contact too. DRS has been in contact with Sid and there was no inverter in Orkney as soon as it's here he will be in touch. Photographs of the Kalisgarth Turbine will be sent to SSE before the end of March.
- viii. **VAT** Andrew at Scholes will be more than happy to join the subgroup meeting to discuss the deregistration of VAT. The Subgroup could meet on the 29<sup>th</sup> of March.

**ACTION MM to arrange meeting with Andrew and confirm with subgroup**

- ix. **Here to Help Charges** There have been no increase to the service used since Here to Hel started and it was felt this needed to be reviewed.

**The Board agreed that the charge to service users be increased from £5 per hour to £ 6 per hour.**

**ACTION GR to write to all service users notifying them of this decision and explain that this will be reviewed annually.**

- x. **Defib** 6 new batteries and 4 new electrodes will need to be ordered June/July 2024. Estimated cost £1,420 plus VAT & delivery.

**The Board approved the purchase.**

**5. WRE Report**

- i. **FITs** – A statement from Scottish Power for the FIT payment received in January confirmed that we are indeed missing a payment from last year. Clare Walker (CW) contacted them and they said that the payment had been sent for authorisation but was still sitting there, they assured her it would be with us soon. As of 15<sup>th</sup> March 2024 it is still not with WRE.
- ii. **Gift Aid** - The outstanding gift aid payments have been made to WDT, totalling £424,608.
- iii. **Turbine** – An issue the last week of February meant a loss of production for over a week. After an intentional power down to allow SSEN to carry out work there was no power. This resulted in a joint effort from SSEN and Enercon to return power to the turbine.
  - CW thanked the WRE directors who organised this joint effort.
  - **Repowering event – Community Energy Scotland** – DRS, Andrew Seatter and Clare Walker attended this event in person and DS online. It was a positive event with a number of good contacts established and a
  - better idea of the consideration which need to be made should we decide to 'repower'. GT thanked all who gave up their time to attend this worthwhile event.
- iv. **Dehumidifiers** – GT reported that the dehumidifiers were installed.

**6. Forward Planning Update**

Members of the team attended a Repowering event hosted by Community Energy Scotland in Inverness, all agreed it to be worthwhile. The presentation and answers to questions from the turbine supplier EWT were particularly of interest as, whilst they have been on our radar for some time, we had not had any direct contact. Specific points of interest:

- they have a range of machines fit for Orkney conditions around the 1MW and below range, our current grid connection is 900kW
- they have recently decided to work with customers on multi technology projects – we are currently looking at a mix of wind, solar and battery
- they have installed their new turbines on previous suppliers existing foundations, this would save a significant amount of money.
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#### **DS has emailed the company to set up a meeting.**

The group are working with Aquatera to set up a meeting with SSEN to discuss whether additional distributed capacity is to be made available to Westray, which would allow an increased grid connection and a larger turbine if wanted, and whether they will allow a mixed technology connection to the grid. Aquatera have proposed they undertake some information gathering in advance but we have asked for the meeting with SSEN first to avoid any nugatory work.

Whilst we are still working with high level financial estimates, currently around £2-3M for a turbine of similar capacity as the existing one plus solar and storage, there is a need for WDT to decide how the project is to be funded. Options are:

- self funding
- loan funding
- a mix of self and loan funding

Work will now be speeding up to refine financial estimates as we get to grips with suppliers but, if self funding is to play a part, there will be a need to make financial provision on an annual basis.

#### **7. Wellbeing Report**

- i. **One to one support** this type of support is really starting to pick up.
- ii. **Groups** EP has been contacted by 2 groups so far to come and tell them about what she does. These have gone really well with positive feedback.
- iii. **Funding (for wellness classes)** Awaiting response to application submitted to VAO Communities Mental Health and Wellbeing Fund Round 3. GR spoke to VAO and they were struggling to get the board together she said that if we wanted to start some of the classes now we could. Zoe's dance class will run for 10 weeks in April supported by WDT as a trial.
- iv. **Community Drop In's** - These sessions are now almost at an end. With seven third sector agencies visiting Westray to share their work.
- v. **Community Fridge – Waste not, want not** February saw 109 users and 178.9kg of food saved from landfill.  
People using the fridge per week remains very good. Increasing as more awareness surrounding the fridge is available.
- vi. **Community Hub** – This is still a great chance to meet with folk and see how folk are getting on. 24 approaches for help from people.
- vii. **Chiropody/podiatry** – With enough requests we can home hold a clinic. This will be held at Kalisgarth, thanks to them for supporting the clinic.
- viii. **Art / Craft class** - 6<sup>th</sup> and 7<sup>th</sup> of April a weekend of activities to suit all abilities and included children. Individuals to book lessons with her online. Quite a few people booked in have re-promoted it on social media.

- ix. **Ferry Vouchers** – There has been quite a bit of interest and people needing help / advice. A drop in session was held at the Hofn with 13 attending. EP will also visit the HUB and Auk Club next week.
- x. **IWB Meetings attended**; 4 meetings
- xi. **Training attended** VAO directors training.

## 8. **Operations Report**

### i. **Housing**

#### **Bayview**

- Danny Marcus proceeding with installation of fire extinguishers in common stairwell.
- Entry Door System quote, accepted via email and in person by sub group as per matters arising.
- Someone else ran into the low wooden fence so Danny chopped a section out for us.
- **Next Rental Property**
- Scottish Land Fund Stage 1 Application was submitted and £7300 has been approved. Rural Islands Housing fund is still to be decided. We can go ahead with some aspects of the work now.

### ii. **Community Spaces**

#### **New Community Space -**

- Scottish Land Fund Stage 1 Application for £10,100 was approved to explore options for a community space. This is to explore possibilities at the Old Community Hall.
- There is now a closing date of the 25<sup>th</sup> of March on the hall **Board agreed** to ask their lawyers to put in a formal offer pending funding decision.
- **Westray Golf Club development plans of land adjacent to their club** – Stuart Baird to get in touch when he is home.

### iii. **Westray Conference 2023/Community Plan**

Report was produced, agreed, printed and circulated to all members. The community spaces workshop was held with around 20 people attending. There was no objections to plans and also some new thoughts to consider as we move forward. Asset mapping was discussed and until the Options Appraisal is here from Aquatera it might be best to hold back as some of that work will be included.

The next workshop will be Housing on the 28<sup>th</sup> of March 2024.

### iv. **Hofn** There had been an issue with cyber bullying at the Hofn. All parents involved had spoken to their own children.

## **ACTION: GR to update policies and circulate to service users and parents**

- v. **Community Garden** The Group now meet regularly with plenty happening. The Nursery children will be visiting next week to plan pumpkin seeds.
- vi. **Land Register** Erin Thomson was in touch with very helpful information which means MN can now progress.
- vii. **WDT Training** -7 directors and 3 members of staff were able to attend this meeting and it was felt to have been really worthwhile.
- viii. **Beach Clean and Recycling** – The annual beach clean is due to take part and lots of folk are showing an interest. WDT had agreed to help promote the event.

- ix. **Rural Affairs and Islands Committee of the Scottish Parliament:** - PW had attended and had circulated a report. The contents of the report was noted.
- x. **Accessible Westray** – with an online and paper survey available we have had over 20 responses so far.
- xi. **Community Land Scotland Talk** – GR to present information on community land ownership at an event on the 26<sup>th</sup> of March in Kirkwall – **The board agreed** that GR should attend.
- xii. **Sculptures** – MN will support John and Trish Berry to hold an event when the artist is here to show them to the community and gather their thoughts.

**9. Correspondence**

None

**10. PEG**

CG13-2023 –Specialist chair for Allan Cooper –

**The board accepted PEG recommendations and approved award of £1457**

**11. AOCB**

**Changes to Grant Procedures:** GR had circulated a proposal for changes but the Board proposed that the whole of our grants need to be reviewed .

**The board approved** that GR and SC will spend time looking at this in April

**12. Date of Next Meeting** 16<sup>th</sup> April at 7pm

**Meeting closed at 8.45pm**

*George Thomson 1/5/2024*

