

Minutes of Westray Development Trust Board Meeting
Wednesday 5th June 2024 at 19.00 in the Community Classroom

1. **Present:** George Thomson (GT) (Chair), Anne Burgher (AB), Louis Pottinger (LP), Gill McEwen (GM), David Seatter (DRS), David Stephenson (DS), Douglas Leslie (DL), Margaret Rendall (MR)

Attending: Gina Rendall (GR)

2. **Apologies :** Peter White (PW), Coilla Drake (CD)

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

Minutes of Board meetings on 7th May 2024

Proposed – DRS , Seconded – GM

4. **Matters Arising:**

It was noted that Steven Drever (SD) has resigned as a director of the board. The board noted their appreciation for the many contributions SD has made to the board.

5. **AFO Report:**

- i. **Financial Reports** – Margo Makin (MM) had circulated the reports on Friday, the content of the reports were noted.
- ii. **CCLA** – Heather Lamont retired on the 31st of May 2024. The new account manager is Ceilia Waring.
- iii. **Micro Turbines** - Sid Milton from Burray Boatyard is still waiting for an inverter to arrive, but they will install as soon as possible.
MM has requested the service reports for both turbines.
OVO have still not paid our FITS and have again asked for verification of account holder, which has been sent several times. An official complaint was raised with OVO and since then we have been assured that a payment should with us in the next week.
- iv. **Finance Sub Group Meeting** - A meeting will be held on the 13th of June 2024
- v. **Accounting Year End** - Year end work has begun and a provisional date of 12th of November was set for the AGM. MM to liaise with the accountant on this and aim for a beginning of August accounts into Kirkwall.

6. **WRE Report**

- i. **FITs** – The latest FIT payment from Scottish Power has been received, this was paid within the 30-day payment term. WRE are in the process of changing the contact name from MM to Clare Walker (CW)
- ii. **Turbine** - An air gap sensor fault with the turbine in mid-May resulted in a loss of generation until Enercon attended a week later. Jeemie Stout (JS) spoke to the engineers who attended. The faulty sensor was one of six, all six were checked and two further faulty sensors found, these were also replaced so now we have all six functional sensors.
- iii. **WRE Board meeting** - The Board of WRE met on Wednesday 1st May 2024 which CW was able to attend in person having been in Orkney at the time.
- iv. **Financial Year End 2023-2024** - It will be year end at the end of this month. CW is not expecting any issues or complication, particularly as we now have all the money owed to us by Scottish Power and there are no insurance claims etc. outstanding.

7. Forward Planning Update

- i. **Meeting** - The group met on the 31st of May to discuss the information that Emergya Wind Technologies BV (EWT) needed, DS to circulate response following receipt of minutes from CW.
- ii. **Aquatera** – Ian Johnson has been in touch following the All Energy event and said there are several groups in Orkney looking to re-power and perhaps it would be a sensible idea to have a joint discussion with SSEN. DS advised that aspects of the power networks of the various groups would differ therefore Westray required its own meeting with Aquatera and SSEN. Johnson agreed to arrange a meeting.

ACTION DR to circulate minutes.

8. Wellbeing Report

- i. **One to one support** – This service continues to grow.
- ii. **Wellness classes** – The chair exercise class still has an average of 8 people each week. The wellness pool session started in May, promoting rehabilitation and wellness so a slowed down calm session. Numbers are small but good reports from all attending. Weight management / support group will be starting in June. The SAD lamps have been purchased and we will be sorting out the advertising and lending policy for them.
- iii. **Community Fridge – Waste not, want not** - 74 folk using it and 67.5kg Food waste saved from landfill. Leaflets about the fridge are now available for folk to understand more about it.
- iv. **Chiropody/Podiatry** – Continues to grow with 9 folk seen at the last clinic and a waiting list has been started.
- v. **Art / Craft class** – Westray Craft Association has been in touch to discuss craft lessons in Westray, this would make more sense in Winter. WDT will have various ways to help and GR and EP will work on this together.
- vi. **Here to Help** – GR is trying to pass any planned cover arrangements onto EP in preparation for full handover. EP will be visiting service users soon.
- vii. **Risk Assessments** – EP has recently attended Risk Assessment Training and will now work on updating forms and making sure everything is covered. GR and EP have discussed that it's a shame there wasn't pro-forma to use but will be adopting a simple and effective risk benefit system.
- viii. **Island Wellbeing Project** – As we are now past six months a discussion was held to review the involvement with the project. It was agreed by the board to continue with the relationship as EP felt it was beneficial but to be more selective with meetings and input so that Westray receives the more hours they can from the role.

ACTION GR to speak to the team enabler to clarify roles.

9. Operations Report

i. **Housing**

Scottish Letting Day Conference – Tuesday 19th November 2024 – It was felt that this would be beneficial, and Mhairi Noble would be asked to attend if she is available.

Bayview –

Flat 1 – NHS Orkney now have the tenancy agreement with their procurement team with a hope that we can have a 1st of August date of entry.

Garden – John Fordyce continues to work on the flower beds and clear the bark. Cindy and Simon Owen will cut the grass.

Empty Property Surcharge - This was added to council tax bills for Flats 1 & 4 Orkney Island Council (OIC) have discretion to wave this, as the flats are being actively advertised OIC have agreed to wave this surcharge until November 2026.

Jerusalem –

Scottish Land Fund – Stage 2 application has been submitted. The community consultations saw 70 people attend with the majority of folk supporting the project after seeing plans and talking to staff and directors.

The board agreed that GR should contact the owners to make an official offer, dependent on a funding decision.

ACTION – GR to progress

ii. Community Spaces

Old Community Hall – Scottish Land Fund – Stage 2 application has been submitted. The community consultations saw 70 people attend. There was a lot of memories shared and excellent suggestions put forward with a majority of the folk supporting the proposed plans. A strong sense that community ownership of the site would be a really good asset to the island.

iii. Westray Conference 2023/Community Plan

The youth drop in with 30 young folk attending and 6 adults was a real success. The young folk all listened well and seemed to be positive enough about plans. Saturday saw 5 members of the community attend, although poor numbers the folk there were positive too.

Work will now focus on the creation of a Development Plan, Eve White will continue to work with GR on this with a view to launch later on this year.

iv. Hofn –

A meeting with parents was recently held and the following points brought forward.

Along with parents it was decided that the young folk need to understand why the Hofn is here and be more invested in it to be able to appreciate the uniqueness of this set up. We are also really proud of our young folk and want to “stop the bad press”

To achieve this we will:

- Meet with the young folk and speak about how the Hofn came about and how unique it is.
- Before the Hofn opens again we will be having a Spring Clean. All young folk who use the Hofn will be expected to contribute. When the spring clean is done we will open the Hofn as normal.
- We will also be holding sessions for “Hofn Heros” where we see a need in the community and go and help out. For example painting benches or fencing, helping out in the garden, ditch clean or anything else suggested to us.
- Young Folk will be responsible for fundraising for new equipment.
- Youth Support Workers will spot check more often, checking premises and what’s happening.
- If there is an unacceptable amount of mess or damage then that user group’s session the next week will be cancelled.

CCVT was suggested as an option and although a quote was obtained the board felt that this was unnecessary at this time.

The spring clean was held and was a success, the Hofn was re-opened on the 4th of June. The young folk will also be helping paint the fence at the playpark and plant flowers at the school before the North Isles Sports. Westray Development Trust were asked to provide the paint this time which has been arranged.

- v. **Bargain Box** – When folk were to remove the bargain box themselves then it put them off taking it. GR proposed that we can help with the removal of the units. The Board agreed that this was acceptable.
- vi. **Accessible Westray** – There are still ongoing conversations around the beach wheelchair. If the service user can't transfer themselves then we would like to know if we can fit it into a vehicle. GR will continue to discuss with the company.
- vii. **Sculptures** – GR met with Trish Berry and Penny Martin to discuss the results, the top three were Rapness, Pierowall and Sand o Gill. PM wasn't keen on Rapness or Sand o Gill and the land at Pierowall's ownership is complicated. GR had advised them on ownership and also passed along details of someone who can help them with planning permission. TB will be looking at funding through the North Isles landscape Partnership and potentially a WDT Community Grant.
- viii. **Bag the Bruck and Recycling** – Estimations are that 7 tons of bruck has been gathered this year. £300 was received from Westray Community Council which will be split between the Bargain Box groups.
- ix. **Climate Action Plan** – GR had attended a meeting in Kirkwall with all CDO's. There was a push from all CDO's to work together on this as it's a good lot of work and the view was that we would all potentially be discovering similar things.
- x. **Promotional videos** – at a recent CDO meeting GR was at Alison Barclay from OIC was asking how folk would like the promotional videos used. It was agreed to get them out there as soon as possible. They highlight the good work from Development Trusts across the islands.
- xi.

10. Sub Group Reports:

Garden – Coilla wasn't at the meeting but GR told the board that the plant sale had gone well and we have probably underestimated demand. As it's the first year we can learn from this. The strawberries are starting to ripen.

11. Correspondence

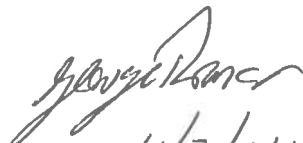
- i. **Orkney Science Festival** – We had passed on information to Westray Junior High School who have agreed to help host the events.

12. AOCB

Sailing Club Shed – LP asked if it would be ok to have the entrance for walkers to the sailing club shed at the Bayview side of the shed. The board agreed that this was a sensible option. GR to chase Lows for land deed.

13. Date of Next Meeting Thursday 4th of July 2024

Meeting closed at 8.30pm


4/7/24