

Minutes of Westray Development Trust Board Meeting
Thursday 4th July 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), Margaret Rendall (MR), Coilla Drake (CD)

Attending: Gina Rendall (GR)

2. **Apologies :** Peter White (PW), David Stephenson (DS), Douglas Leslie (DL)

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

Minutes of Board meetings on 5th June 2024

Proposed – AB , Seconded – MR

4. **Matters Arising:**

None

5. **AFO Report:**

- i. **Financial Reports** – Margo Makin (MM) has been on annual leave and there were no reports circulated this month.
- ii. **Micro Turbines** - Sid Milton from Burray Boatyard is still waiting for an inverter to arrive. MM is waiting for the servicing reports.
OVO have still not paid our FITS after more lengthy discussion, the account name has changed and a meter reading was submitted up to 30th of June 2024. We are to receive £100 compensation for the time this had taken and we have been assured that we should receive payment in 8 weeks. Margo will continue to remind them every Friday.
GR reported that if this payment is not made that a decision that MM should contact out local MSP for help was made.
- iii. **Finance Sub Group Meeting** - A meeting was held on the 13th of June 2024. The sub group proposed that WDT deregister for VAT. **The board agreed to** progress the de-registration of VAT.
- iv. **Accounting Year End** - Work on the year end continues and that is our accounts closed now for the financial year.

6. **WRE Report**

- i. **FITs** – All payments received and up to date. Meter reading due mid month.
- ii. **Turbine** – Happy to report that there is nothing to report. All ok for now.
- iii. **Power Purchase Agreement (PPA)** – After investigation the decision was made to stay with Smartest and WRE have fixed with them for another 12 months.

7. **Forward Planning Update**

- i. **Aquatera** – The meeting with SSEN had taken place. DRS has been away so an update will arrive soon.

ACTION DR to circulate minutes.

8. Wellbeing Report

- i. **One to one support** – This service continues to grow. We have been advised that we can't just knock on a door without the folk knowing we are coming and why. This means we will have to heavily rely on self-referral or referrals from the GP. Erika Pottinger (EP) has produced leaflets with information on it so that folk can pick them up or pass them on.
- ii. **Wellness classes** – The chair exercise class still has an average of 8 people each week. The wellness pool session numbers continue to grow. Weight management / support group started in June with 4 people and growing. The SAD lamps lending policy for them and paperwork is now all ready to go and people can come and borrow them.
- iii. **Community Fridge – Waste not, want not** -87 folk using it and 63.2kg Food waste saved from landfill. Leaflets about the fridge are now available for folk to understand more about it. EP has also been setting up an account with Fare Share. They help re-distribute food waste across Scotland. We would receive a pallet of dry/canned food every month which we would then distribute through the community fridge.
- iv. **Chiropody/Podiatry** – EP has less involvement in this now as folk are just re-booking themselves.
- v. **Here to Help** – EP has taken over the organisation of this.
- vi. **Risk Assessments** – EP is progressing this.
- vii. **Island Wellbeing Project** – GR and Mark Bailey have clarified the roles and the partnership continues.
- viii. **Move 4orward Neuro Physio** – Mary Cowieson from Move 4orward Neuro Physio is planning to arrange a trip to Westray. We are helping advertise this in Westray, notices are in the shop window, social media and auk talk.

9. Operations Report

- i. **Office cover and changes**- GR will be on leave from tomorrow until after her knee replacement recovery. The plan for cover in the office was shared with directors and all project management plans. **The board agreed** that changing the open to public times from 9.30am-3.30pm Monday to Friday.

- ii. **Housing**

Bayview –

Flat 1 – NHS Orkney procurement team have approved the tenancy agreement for Flat 1 at Bayview and should be leased on the 1st of August 2024. MN will progress this in GR's absence.

Furnished Flat – There was a discussion on the merits of having a furnished flat on offer. GR to discuss this with MN as she will have experience in this department.

Jerusalem –

Scottish Land Fund (SLF) – We have met with SLF for some follow up questions which went well.

Purchasing - The owners have been in contact and accepted the offer verbally. The family would like to have their mother's property helping the community. **The board agreed** that GR should contact our lawyer and make an official offer. owners to make an official offer, dependent on a funding decision. **The board agreed** that when the time comes there will be a tribute to Doris Ewing in some form at the development as a reminder of her contributions to the community.

Davie Campbell – Davie can come on board and project manage, GT will be his point of contact. **The board agreed** that Davie should be proactive in his approaches and progress the project. He will be asked to write a report to the board each month which will be included in board papers.

We are progressing a pre-planning application now.

ACTION – GR to progress

Another property offer – GR had been approached by a member of the community offering their property. **The board agreed** that with the funding situation and the moment and the capacity within the office that this would not be sensible time to take on more.

ACTION – GR to let the owner know and thank them for their generous offer.

Jetty at Gill Pier – Progress was asked about this. Due to the condition and location it was felt that it might be more feasible for Westray Processors LTD to contact Harbours. WDT thanked Westray Processors LTD for the offer.

iii. **Community Spaces**

Old Community Hall – Again we have had a conversation with SLF which went well.

David Campbell – David can come on board and project manage; GT will be his point of contact. **The board agreed** that David should be proactive in his approaches and progress the project. He will be asked to write a report to the board each month which will be included in board papers.

We are progressing a pre-planning application now.

iv. **Golf Course** – Fencing has been ordered and arriving. Golf Club to organise the work.

v. **Westray Conference 2023/Community Plan**

GR has applied to CLLD to cover some of the costs of producing the Community Plan. There should be no follow up with this until she is back.

vi. **Hofn** – The new rules seem to be working well.

vii. **Bargain Box** – No takers for the old box. DRS to talk to the Mens shed and see if there are any parts that they would like taken out of there.

viii. **Accessible Westray** – Wheelchair has been ordered and two rollators. GR has spoken to Val Thomson (VT) who organises the Tri-Shaws and there is plenty of storage in their container. Sarah Cowe (SC), MR and VT will progress this.

Survey Results - MR had been asked to enquire about the transport survey results. GR explained that there was very little returns but that what we have will be circulated.

Community Transport Event - MM had also attended a community transport event in Kirkwall this week where she was advised by the Community Transport Association that it would be difficult for WDT to obtain an operational licence as we already have public transport on the island. We now have contact details for the organisation and will be able to get advice from them. MM will attend the next information meeting on the MOOVE Flexi app and pass on any relevant information to our service providers on the island.

ix. **Climate Action Plan** – PW will progress this along.

x. **WDT audit** – GR has an Expression of Interest application in for CLLD to help fund a Board Governance review. GT to work alongside Anderson and Strathern to progress this and GR to update on funding.

xi. **Highlands and Island Climate Hub** – We have two applications in to hold two events, £150 grant each event. One is to hold an open day, knowledge sharing event in our garden. The other is for a top up beach clean, buying new equipment and a bbq for volunteers with bbq. John Berry will take the lead on the beach clean. **The board agreed to** match fund the beach event so that costs are covered. MN to let JB know and also organise the purchasing of the new equipment to add to our stock.

- xii. **Young Person Grants** – We have been looking at trying to streamline this process. OIC have just distributed books of tickets via Orkney Ferries to young folk for free trips to combat the cost of living crisis. MM will discuss with Orkney Ferries to see if it is possible to have a similar set up for WDT young persons grants and if possible we can streamline this grants process from our side.

ACTION MM and SC to progress.

- xiii. **Orkney Matters** – GT, DS, MR and GR attended this event. It was thought to be a worthwhile discussion, update will be circulated.
- xiv. **Alice from Yell Visit** – Alice had been here today and she is a fountain of knowledge. Yell has just started a Junior Membership which she will share with us as this was something WDT had expressed an interest in before. Also the enthusiasm from the conference and helping us progress some of their own suggestions would be a good way to encourage our young folk again.

10. Sub Group Reports:

Garden – CD reported that things were going well. The strawberries were now beginning to produce good quantities. A pick your own day was suggested and will be organised for the weekend. John Fordyce and CD will be away at the same time soon and MR has kindly agreed to step in and supervise. It was also noted that a lock on the shed now would be sensible as there is a lot of expensive equipment in their now.

Trip – The board agreed that a suggestion from MN to organise a trip for the Gardening team and volunteers to visit a similar garden would be a good chance to share knowledge and a thank you for their efforts.

Westray in Bloom – A suggestion from the community to have a Westray in Bloom type of event was thought to be a good idea and food for thought for next year.

ACTION MN to organise trip with CD.

ACTION MN to organise lock's on property.

11. Correspondence

- i. **Orkney Science Festival** – MN will be liaising with Westray Junior High School and the Orkney Science Festival to help facilitate the events. There is now marketing happening for the events across social media.
- ii. **Digital Voice is coming** Posters have been distributed. A discussion was held on what happens when there is a power cut for emergency situations. Are they ready or do we as a community need to pre-empt this.

ACTION GR to contact Ewan Kennedy at OIC for more information.

- iii. **Westray Heritage Centre** WDT had received a letter of thanks from the Westray Heritage Trust for the support they have given the centre over the last three years to support covid recovery. It was noted that the position of the WHT had improved sufficiently to be in the black, beyond the grant received from WDT. An excellent achievement.
- iv. **North Ronaldsay – SIF island of the month** WDT directors had read the information presented and commented on all the hard work happening in North Ronaldsay, exciting times ahead for them.
- v. **Support for event** – Westray Sailing club will be bringing the Island Picnic back to life on the Sunday after regatta. The board agreed to sponsor £500 towards the event.

12. AOCB

– LP advised the board that Westray Community Council will no longer be looking at a Roads Scheme this year.

13. Date of Next Meeting Wednesday 7th August 2024

Meeting closed at 8.45pm

[Handwritten signature], 7/8/24

