

Minutes of Westray Development Trust Board Meeting
Thursday 6th March 2025 in the Community Classroom 7pm

Present: Geordie Thomson (GT) (Chair), Peter White (PW), Anne Burgher (AB), Gill McEwen (GM), Coilla Drake (CD), Kirsty Sinclair (KS), Douglas Leslie (DL), Margaret Rendall (MR)

Attending: Gina Rendall (GR)

1. **Apologies :** David Stephenson (DS), David Seatter (DRS), Louis Pottinger (LP)

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

Confidential Minutes of Board Meeting on 16th January 2025

Proposed by KS, Seconded AB

Minutes of Board meetings on 5th February 2025

Proposed PW, Seconded AB

3. **Matters Arising:**

None

4. **OPS Manager/ AFO report**

i. **AFO**

Fuel Grants: 4 applications waiting for more information.

Financial Activities by Month: January financial activities and project budgets for the year so far were also presented to the board.

Scholes: GR met with Scholes this month to discuss the accounts half way through the year. All of the recommendations Scholes set out at the end of last years accounting period is now either in place or in hand.

ii. **Housing**

Bayview

Maintenance issues sorted – Damp in Flat 4 bedroom window, washing machine in Flat 2 and drains at the back. Thanks to Daniel Harcus Construction. The board agreed to not extend the warranty on existing appliances.

Tenancy: No new applications for flat 4.

Jerusalem

Renovation: Jerusalem still has quite a lot in the house and sheds. The Mens Shed have offered to help with the removal. Mike Cooper will be in Westray the week beginning the 17th of March 2025 to carry out the percolation test for the building warrant.

GT had met with Billy Groundwater and Danny Harcus today. Davie Campbell thinks we will have a decision on the Rural Housing Fund application by mid April and DHC would be ready to start then.

GR is already talking to our insurance providers about insurance cover. She will contact the funders to ask if they would like signage on site.

ACTION GR to progress

iii. **Community Spaces:**

Community Hall

Feasibility: CDF money still to draw down but we are waiting on invoices, we have until 2026.

Purchase: Date for clearing the property was the 24th of February. There is still clearing to do. GR to progress.

Rates: OIC were in Westray surveying for rates on 4th of February 2025, GR hasn't had any correspondence since.

New Build: Nothing new to report.

Sailing Club Shed

Servitude and Disposition: Eoin Thomson from Lows had indicated that around £2000 would cover the work required to transfer the piece of land.

ACTION – GR to progress with landowners and ET from Lows.

Golf Club:

Feasibility Study: PW had discussed progress with Davie Campbell. Everything should be done by the middle of the month. GR needs to claim the grant money before the 17th so will chase invoices.

iv. **Development Plan/Place Plan**

The board discussed the tenders for the Westray Place Plan. The Board Agreed to continue as we are and work in partnership with stakeholders as previously planned. Alison Barclay had mentioned that there is the potential for funding out there which GR will explore.

ACTION – GR to explore funding options

v. **Hofn**

Turbine inverter: Mhairi Noble (MN) has chased the plywood today.

ACTION – GR to arrange installation when it appears and contact Burray Boatyard re inverter.

Youth Support Worker: Hayley Robinson and Sarah Fergus have both verbally accepted the position of Youth Support Worker. GR to progress PVG, references and induction packs. Nick Wood and Maggie Drever continue to cover the Hofn.

vi. **Accessible Westray**

Still to finalise paperwork and advertise properly.

vii. **Climate Action Plan**

GR held a public meeting on the 1st of March 2025 with ten folk contributing. More people have been in touch to say they have things they would like to share and GR will make time to meet with them next week.

GR was in Kirkwall today at a face to face meeting with the group where they worked on the plan and finalised some of the wording. It was good to work on this together as there were projects which could be joint isles projects identified, for example recycling. The afternoon was spent with representatives from THAW, Warmworks, Home Energy Scotland, Highland and Islands Climate Change and Orkney Islands Council.

viii. **WDT Audit**

Staffing Structure: The scope was shared via email and meetings were held with staff and GT. This work was complete today and the decision to let the HR Sub Group Review, they will then meet and a separate meeting of the board will be held after this to focus on this.

ACTION GR to organise.

Recruitment Training: This will be happening on the 18th of March 2025 at 2pm

ix. **Orkney Towns Fund**

Nothing new to report apart from they have appointed a worker, Harvey Crew.

x. **Highlands and Islands Enterprise (HIE)**

Green Grant Gina met with Shona Flanagan, HIE and Shona has sent an expression of interest to the trust for this grant.

ACTION – GR to progress

xi. **Community Development Winter Conference**

PW and GR attended this conference. Thursday evening there were speeches from Graham Bevan, OIC Tobias Joss, National Lottery and Neil Stevenson, Kirkwall Businessman. All very interesting and useful, particularly the National Lottery talk as there were grants that neither were aware of.

Friday included speeches from Sheila Tulloch, Anderson Strathearn, Alice Duthuille, DTAS, Sheila Garson, Shapinsay Development Trust and VAO. There were also workshops held during the day. GR was involved in the panel of the Housing workshop so couldn't attend any of the other workshops. PW attended the Building Capacity and Community Enterprises workshops.

xii. **WDT Grants – Review**

This was delayed again but will be a March priority with first draft of peedie grants ready for the board meeting in April.

xiii. **Charities Act 2025 and PVG changes**

GR attended a webinar discussing the changes to the charities and Disclosure Scotland. One big change is that OSCR will hold full details on trustees. These changes must be implemented by Summer 2025.

There are also changes to PVG checks. By April 2025 it will be a legal requirement that all staff and volunteers must have a PVG check if they are working with Children (18 and under) or vulnerable adults. The other significant change is that all PVG checks need to be done every 5 years.

xiv. **Bird Hide**

A community member had asked if there would be any appetite to install a bird hide in Westray. They were going to discuss with landowners which would be the first port of call.

xv. **Rosebank**

A community member had asked the Trust to look at creating a parking area at the kelp green on the corner at Rosebank. GR suggested discussion with the Westray Community Council (WCC) on this one.

ACTION - GR to discuss options with WCC representative.

xvi. **TRICE**

GR and GT had attended the TRICE meeting arranged by Community Led Development at Orkney Islands Council. This saw representatives from WDT, WCC and Westray Community Association, OIC, HIE and Voluntary Action Scotland (VAO) gather together to discuss current projects, future plans and funding streams. It was agreed that all groups felt that there were good working relationships but know that they can contact the team to set up a meeting if needed.

xvii. **Red Phone Box**

North Isles Landscape Partnership have given WDT a £500 grant to put towards the maintenance of the Red Phone Box WDT own. This is the Westside phone box which holds the Defib.

xviii. **Rugby Club Sponsor**

Westray Rugby Club had asked WDT to consider the sponsorship for the Man of the Match trophies for the Hubert Memorial Cup match on the 15th of March 2025. At a cost of £60. The board agreed to sponsor the trophies.

ACTION - GR to organise.

xix. **Pop up Sign**

Our pop up sign was used at the recent Westray Community Association event celebrating the upgrade at the community room and looked very shabby. GR had a quote from Art Machine in Kirkwall for a new one, £165 which included one hour of artwork time additional artwork is charged at £60 per hour. The Board agreed to purchase the new pop up sign which can be used for future events.

Action - GR to organise

5. WRE Report – From Clare Walker, AFO (CW)

i. **FITs**

Meter reading were submitted at the beginning of the month, payment should be received shortly.

ii. **Gift Aid**

WRE will be required to make donations of £605,345 to WDT to extinguish its corporation tax liability. £300k has been paid so far.

iii. **Turbine**

The turbine is still down, Enercon had responded to CW emails and indicated that the generator needs to be replaced. A team did come out last week and a meeting was held today. GT reported that 6 or 8 coils were showing faults indicated that the generator and hub need to be replaced. This has been ordered and Enercon expect it to be available the end of May beginning of June. The parts are covered under warranty but the labour and transport will be WRE responsibility.

Engineers are due in Westray next week where they will be repairing other issues but also trying to get the turbine turning to keep it warm. There may be the opportunity bridge coils so that a low level of generation could happen, 50-100kw.

Refurbishing the turbine at this stage was discussed and the team were advised that it couldn't happen at the same time. There are planned worlds to check all blades in July. There will be some preparation

necessary as the area the crane needs is no longer 21x15m but 22x30m, and potentially 16 workers on the island this summer at the earliest.

DL asked if the 16 year warranty then begins again? GT said yes and with a new generator the production will be more efficient which is a positive.

We have had our availability report from Enercon for the 2024 period, it indicates turbine availability of 92% for the year. Our warranted availability is 95% so we can expect some compensation for the period.

iv. **CES Repowering Event**

CW attended the repowering event which was, once again, informative and it is a great networking opportunity. CES will be releasing notes on all the sessions shortly and I will circulate these to the forward planning subgroup once they are published.

6. **Forward Planning Update**

No update from the group.

7. **Wellbeing Report – Erika Pottinger (EP)**

i. **Community Fridge**

147 users over January and 614.9kg of food waste saved. There will be a food waste survey for community members and business to take part in as we reach the end of our years trial with Fareshare. GR has already had feedback from some business which can be used.

ii. **Footcare**

Another clinic in Westray in March.

iii. **VAO Communities and Mental Health Fund**

Six more sola lamps were ordered and a bigger lamp that can be borrowed by groups to use. Our first alternative therapy event is happening the beginning of March with the mobile Sauna coming to Westray. There are bookings for every day so far. Everyone has received a user guide and waiver.

8. **Sub Group Reports:**

i. **Garden –**

Phase 1 Kedar Unit: Scaffold boards have arrived, CD to discuss with Mens Shed the start of work. Daniel Marcus Construction has been asked to look to the Electrical and Water Supply.

The Vegetable Garden Workshop, Orkney Science Festival: MN and CD have been working with Orkney Science Festival on a project to increase potential of growing vegetables using free rock-dust from Crustier quarry. They met with Ed Bollom following a Westray workshop on growing vegetables on the 3rd of March 2025. He was very impressed with the garden set up and had lots of helpful suggestions for the group. The hope is that the community garden will be able to take part in trials, and that a larger gardening event could be held on Westray during the Science Festival this year.

Funding – The VAO Communities Mental Health and Wellbeing Fund application for £1500 was unsuccessful with the fund being massively oversubscribed. Highland and Islands Climate Action Fund application for £500 was successful and some of that money will cover the cost of the vegetable garden workshop.

Maintenance – A window was donated and replaced in the shed by Jeemo Rendall.

- ii. **No other reports** were brought to meeting although a discussion on the subgroups was held. GR had circulated the sub group information to the board members to think about before the meeting. It was decided that training could really be slipped into wellbeing now with EP offering training and in discussion with organisations already and also Care Needs. Broadband could now be closed.

Finance – GM, DL, GT, DRS

HR Group – GT, PW, GM

Garden – CD, MR, LP, PW, Benny Norquoy, John Fordyce, Kay Edwards, Mike and Sue Chilvers

Housing – DL, GM, AB, LP, PW, MN Davie Campbell

Forward Planning – GT, DS, DRS, PW, Jeemie Stout, Willie Bain, Phillip Bews, Andrew Seatter.

Youth – GM, Caroline Kent, Donna Rendall, Robbie Rendall, Libby Rendall, YSW needed.

Bargain Box – AB, GM, MR

Golf Club/Mens Shed – GT, PW, Stewart Rendall, Robbie Hutchison

Wellbeing – CD, PW, MR, EP

Community Hall – GT, KS

Climate Action- MR, CD

Conference/Plans – GT, LP, Eve White, Geordie Drever

9. Correspondence

- i. **John Berry:** A very thorough update had been received on the marine litter findings in Westray. The work continues on.
- ii. **Rita Rodgers:** A photographer from Glasgow School of Art had asked about access to young folk through the Hofn so that she could discuss her ideas for her project. The project focus hopes to investigate young people's interaction with public space (where they hang out in their free time and the importance of youth centres) and how this impacts personal identities. It was felt that the board were not in a position to grant this but details had been passed onto youth leaders on the island who may be able to.

10. AOCB

None

11. **Date of Next Meeting** to be arranged after HR meeting next week.

Meeting closed at 8.45pm

