

Minutes of Westray Development Trust Board Meeting
Thursday 3rd of April 2025 in the Community Classroom 7pm

Present: Geordie Thomson (GT) (Chair), Peter White (PW), Anne Burgher (AB), Gill McEwen (GM), Coilla Drake (CD) Douglas Leslie (DL), David Seatter (DRS), Louis Pottinger (LP)

Attending: Gina Rendall (GR)

1. **Apologies:** David Stephenson (DS), Margaret Rendall (MR), Kirsty Sinclair (KS)

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

Minutes of Board Meeting on 6th March 2025

Proposed by PW, Seconded DL

Confidential Minutes of Board meetings on 5th February 2025

Proposed DRS, Seconded CD

3. **Matters Arising:**

None

4. **OPS Manager/ AFO report**

i. **AFO**

Fuel Grants: 4 applications waiting for more information, reminders have been sent as the year end is June 2025.

Financial Activities by Month: February financial activities and Budget report were presented. March drafts were also included.

GR proposed to move £5000 from the contingency budget to offset the extra development costs this year at the Community Garden. **The board agreed** to this change, but to continue looking for external funding for future development.

ACTION – GR to progress

Grants: We have begun to chase up receipts for the 23/24 grants approved for activities that we know have happened. Having as much as we can clued up before the end of the year is the aim.

Charges: It was agreed last year to review hire charges and Here to Help yearly. It was proposed to increase the Hofn charges from £5.50 pre hour to £6.00 per hour, day rate (5+ hours) from £26 to £28.50. **The board approved** these changes.

ACTION – MN to notify regular Hofn users and SC to notify our Here to Help service users.

ii. **Housing**

Bayview

End of Defects Visit – Shane Scott has visited Bayview to carry out his last survey.

- Parking area trip fence to be reinstated – we had previously asked for this to be removed as it had been hit by vehicles so please leave.
- Our grass being driven over – suggested to add boulders.
- Internal Ingoe at entrance door is water damaged – This is from the door being stiff to close and water coming in. Danny Harcus will fix the damage to the ingoe, we need better maintenance going forward for the door.
- Lagging on pipes, confirmation that this is not needed. - This was confirmed at completion stage in 2023.

ACTION – GR to add boulders and plan regular checks on the door.

Tenancy: One new application for Flat 4 unfortunately scoring 0 points. No further checks made.

Jerusalem

Funding: £6000 still with Scottish Land Fund for project management which will happen at renovation stage. Rural Housing Fund decision mid April.

Renovation: Danny Marcus has suggested a potential amendment. To pull down the porch and build to the same footprint as it was but with the same material as proposed extension. This could be priced up if thought to be an option. **The Board Agreed** that this would be a sensible option and to progress.

Land: With interest in the field to rent a discussion was held on the condition of the fencing. **The Board agreed** that the fencing needed to be looked at and that GR contact SAC and Orkney Auction Mart to discuss rent procedures.

ACTION GR to progress porch alterations, land rental discussions and fencing options.

iii. **Community Spaces:**

Community Hall

Purchase: £6000 for project management still to draw down from SLF when ready. The hall still has the previous owners' items in it. They have been advised that we are applying for demolition building warrant so really time sensitive now.

Rates: Nothing more to report.

New Build: Davie Campbell rang today, he was asking what the priority is on the two community projects in hand. GR informed the board that she had said the demolition of the Community Hall had to be a priority.

Sailing Club Shed

Servitude and Disposition: This is in progress with Lows and Drever and Heddle.

Golf Club:

Feasibility Study: All invoices paid and Community Led Local Development funding claimed. GR is organising a meeting between WDT, Westray Golf Club and Westray Mens Shed during April to discuss next steps.

iv. **Development Plan/Place Plan**

The Place Plan group met last month and agreed the format the plan would take. Other development Trusts have also been reassured that the Development Plans they have are useful and not to rush out and do something different. Continuing the build-up on the feedback and work already gathered in Eve Whites conference report, creating a plan that you recognise Westray in and clearly stating the main groups involved in steering the projects, were all discussed.

The first step will be EW contacting groups on the island to discover any plans they have that we are unaware of. GR has submitted an expression of interest with Orkney Islands Council Crown Estate Community Led Development Fund (OIC CECLDF) to cover costs, she is waiting to hear back from them.

ACTION: EW to contact groups, GR to discuss funding EOI.

v. **Hofn**

Turbine inverter: Plywood is up for the inverter and Burry Boatyard say they will be in Westray soon.

ACTION – GR to chase that visit.

Youth Support Worker: References were requested, we are waiting for them. There is still PVG checks to carry out and contracts are with HR for some work at the moment. Both YSW have been made aware of the delay and why.

New Equipment: The new pool table has been installed. New balls and cues also ordered. This was from Hofn Fundraising funds.

vi. **Accessible Westray**

Sarah Cowe has been working on this and should be ready to go soon.

vii. **Climate Action Plan**

Now finalised and ready to go. GR has booked a table at the next community event and will use that space to show folk the plan and also the art work for the competition.

viii. **WDT Audit**

Staffing Structure: The HR Group met last month and then proposed options to the full board at a board only meeting. These proposals were agreed and Anderson Strathern are now finalising Job Descriptions.

Recruitment Training: GR, GT and GM attended this. Certificates arrived and the slides were circulated around the full board.

ix. **Orkney Towns Fund**

Nothing to report really, sounds as though there will be capital funding around March 2027.

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

Green Grant EPC ratings have been done on both buildings. The EOI is in. There will be a need for a Carbon Audit done so that we know our number if we were asked to progress the application.

xi. **WDT Grants – Review**

SC had prepared some proposals to make Grants easier to process. Define clearly what/who is eligible and what/who is not, clearing up the grey areas.

The board agreed the following.

- Making what is eligible and what is not clearer on the website – shorter and snappier
- Introduce a tick box and link system for the Terms and Conditions, saving the amount of paper that needs to leave the office.
- With the introduction of free ferry travel for young folk under 22 in Orkney we can remove the Young Persons Travel Grant
- Introduce a sponsorship process for individuals up to £100 and groups up to £500 per year. This can cover travel, kit, cups for training/events.
- Education and Training will remain but only for certified academic and vocational training, including driving lessons. This can also include accommodation for students between the age of 16 and 18.
- Introduce a Wellbeing grant for non-certificated courses 50% up to £250 per year per individual
- Grants are only available for Westray Residents, eligibility of this will be at the boards discretion.

- The Entertainment grant is very clear, in that it is for groups or individuals holding events on Westray.

xii. **Rosebank**

GR had spoken with Danny Marcus and they were going to discuss it at a later date.

ACTION - GR to progress.

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

i. **FITs**

A meter reading was submitted in February and payment has been received.

ii. **Gift Aid**

The full amount of Gift Aid for last year has now been paid to WDT.

iii. **Turbine**

GT arranged a Teams call with the Enercon Team on 6th March, the minutes from this meeting were circulated to both boards earlier this month. Following the meeting, Enercon had a number of teams in Westray, including a drone team used to inspect the rotor hub.

Another meeting was held on the 24th of March to update WRE. Enercon confirmed that the turbine is unable to run on a low generation mode. They can put it into heating mode and WRE confirmed that they were happy for this to go ahead.

This will incur a small cost to WRE, however the benefits outweigh the cost as it can be extremely detrimental for the Turbine to be sitting idle and exposed to the environment, causing more problems down the line. This will mean that the turbine will show as available on the SCADA system. CW has made a note to make sure that the availability compensation for 2025 is adjusted appropriately next year.

Timescales are vague at the moment, but they think potentially June, GT had warned them that accommodation might be tricky to get then. He has chased the measurements of the working area for the crane.

iv. **CES Repowering Event**

CW has been holding off on sending a report as CES planned to minute the event. Nothing has arrived yet but they will be circulated as soon as they are available.

6. **Forward Planning Update**

No update from the group.

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

i. **Community Fridge**

230 users over January and 667.2kg of food waste saved.

ii. **Footcare**

This still remains a full clinic.

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

EP is working on the feedback for this funding. Feedback from the Sauna users was extremely positive with everyone saying they would use it again and that it improved their wellbeing. Comments about it helping people relax, socialise and unwind were made. The only suggestions were for the tide to be in and less seaweed on the shore. Things out with our control so that's good.

8. Sub Group Reports:

i. **Garden –**

Phase 1 Kedar Unit: Raised beds are made. Sand and compost ordered, the top soil was too wet to order at the moment. Electric and water still to be done.

Funding – There has been some more funding opportunities identified. GR has also sent in an EOI for CLLD for phase 2 of the garden plan.

Maintenance – Jerry Wood has begun the patio area.

9. Correspondence

- i. **Athletics Sponsorship:** WDT had received a letter from Bobby and Connor Marcus asking for sponsorship towards travel costs when they travel home for competitions from Aberdeen where they are both studying. **The board agreed** to sponsor both trips up to £272.97
- ii. **Slipway, Pierowall Harbour:** A letter had been received today from Tommy Tulloch and Douglas Hourston, Westray Processors asking if WDT would meet with them to discuss the future ownership and management options for the slip at Pierowall Harbour (Gill Pier). **The Board Agreed** to meet with TT and DH. This matter has been discussed before so GR suggested that we try and set up a meeting as soon as possible. LP suggested that the small boat owners AGM is on the 17th of April and maybe a logical group to discuss matters with.

10. AOCB

None

11. Date of Next Meeting 1st of May 2025

Meeting closed at 8.40pm



1st MAY 2025.



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