

**Minutes of Westray Development Trust Board Meeting**  
**Thursday 9<sup>th</sup> October 2025 in the Community Classroom 7pm**

**Present:** Geordie Thomson (GT) (Chair). Gill McEwen (GM), Douglas Leslie (DL), David Seatter (DRS), Coilla Drake (CD), Louis Pottinger (LP) and via Teams Margaret Rendall (MR)

**Attending:** Gina Rendall (GR)

1. **Apologies:** Kirsty Sinclair (KS) and Anne Burgher (AB)

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

Minutes of Board Meeting on 4<sup>th</sup> September 2025

Proposed by GM, Seconded DL

3. **Matters Arising:**

Email decisions since the last meeting:

- i. **Companies House:** A reminder to directors to come and see Sarah Cowe in the office if they need help to provide ID.

4. **OPS Manager Report – Including Finance Reports**

i. **Finance Report**

**Financial Activities:** GR has changed the reporting style and will now report on budgets monthly. She will provide a quarterly financial report. This will give the directors a better overview.

The first quarter showed an underspend.

Project budgets were not presented this month as GR wanted time to finalise the structure.

**Year End:** We have received our letter from Scholes with nothing significant to report. Income has risen and expenditure has decreased.

**Finance Sub Group:** GR still to organise a finance meeting to look at projected cashflow. This is a priority for next month.

**ACTION: GR to arrange meeting**

ii. **Housing**

**Bayview**

**Flat 2:** An application was received and tenancy offered. An entry date has not been confirmed as we are waiting for painting to be completed. GR had a conversation with Andrew Seatter, Electrician, who had suggested hard wiring appliances that we provide. **The board agreed** that this could be done.

**ACTION: GR will organise for all flats.**

**Flat 4:** Application received, and tenancy offered and the agreed date of entry is 1<sup>st</sup> December 2025

**Maintenance:** Door still to be done and painting to arrange.

**Sailing Club Shed Lease:** Minute of Variation is being worked on by Eoin Thomson, Lows Orkney.

## **Jerusalem**

**Renovation:** The roof is now off and is waiting for tiles. The first invoice for works had been received and paid. There is a progress meeting on the 10<sup>th</sup> of October which GR will attend.

**Land:** MR declared an interest at this stage and was muted. GT has suggested that due to the cost, ongoing building works and potential development on the land that instead of progressing the fencing at this time we offer the land as crop again. The Board Agreed that is the most sensible option at this time.

### iii. **Community Spaces**

#### **Community Hall**

**Clearing out:** No updates on van removal.

**New Build:** Planning permission was approved at full planning committee meeting on the 8<sup>th</sup> of October. The building warrant for demolition is not being worked on. The board agreed that GM would liaise with any concerned neighbours to keep them up to date on timescales.

**Renovation Funding:** Our EOI to the Regeneration Capital Grant Fund (RCGF) was successful and we have been asked to make a full application. This was unexpected as it's a very competitive fund, if successful this would be a significant funder for the The Old Community Hall the two projects The Old Community Hall and The Men's Shed and Golf Club facility were put forward in one application.

### iv. **Property**

**Sand o Gill:** Nothing new to report.

**Gallow Hill:** Nothing new to report on fencing at this stage. GR had heard that Eoin Muir had work in Westray and she had contacted his to see if there was any possibility of crushing the dumped stone on the site. She will let the board know when she has more information.

### v. **Golf Club and Mens Shed Project**

**The Orkney Fund:** The funding for the second stage of feasibility was approved by the Orkney Fund. A meeting is set for the 10<sup>th</sup> of October for all groups to discuss progress and look at what's needed next.

### vi. **Development Plan/Place Plan**

GR has proof read and Eve White is coming in to look at the design with Sarah.

### vii. **Hofn**

**Land at Hofn:** HIE were emailed but there were no replies at the time of the meeting.

**Turbine Inverter:** Burray Boatyard were meant to be here on the 2<sup>nd</sup> or 3<sup>rd</sup> but they were not here. A discussion on potential companies they could ask. GR to contact Burray Boatyard again just in case.

## **ACTION – GR to progress both**

**Cleaner:** Charlotte Harvey was appointed as cleaner, and she will start work next week. James Robinson was appointed as relief cleaner and has been covering work at Bayview for us.

### viii. **CDO Meetings**

Unfortunately, I missed both meetings this month due to other commitments.

ix. **Climate Action Plan**

Nothing to report from the EOI for the Hofn and Unit 1 solar panels.

The face to face in Kirkwall was interesting. The Orkney Resilience team were there to talk about the plan which hasn't been updated since 2017. This is now being worked on. Nick Blyth from OIC gave a presentation and we also heard about the dune restoration project in Sanday. THAW, Warmworks and Home Energy Scotland were also there. Home Energy Scotland will be joining GR at the community day on the 1<sup>st</sup> of November. They were going to be at the September community day but unfortunately that was cancelled.

x. **Slipway – Gill Pier**

This has not been progressed due to other projects.

xi. **The Real Power of Communities and CES Conference**

The workshop on the first day was part of Flora Roberstons PHD where she intends to create a tool for people to use to measure social value for renewable projects in communities. This was very interesting and would be very helpful particularly when you are scoping new projects and would show benefit to funders.

5. **WRE Report**

i. **Turbine Repair**

A new repair schedule has still not been finalised following the cancellation of the repair in August due to issues with the loads being too heavy for the linkspan.

Unfortunately, a lack of communication from Orkney Ferries has led to delays in getting bookings confirmed. After a plea from Enercon, Geordie managed to get in touch with Orkney Ferries, who attended a meeting with Enercon and committed to resolving the final queries so that we can move forward with this issue.

We have also missed the period of good weather and there is now an increased risk that any revised schedule will be subject to weather delays.

A revised quote for logistics following the original load, which needs to be broken down further.

ii. **Insurance Claim**

The loss adjuster is still in the process of confirming our entitlement to claim on our policy. They require more detailed technical information from Enercon on the root cause of the generator damage before they confirm a claim. WRE are not expecting this to be an issue, based on the information Enercon has provided about the turbine, and they have no reason to believe that the cause of the breakdown would preclude a claim being made. The loss adjusters are currently deciding whether to go with the information they have or if they want a meeting with Enercon to get more information.

iii. **2024-2025 Audit**

The breakdown of the turbine has created some uncertainty for the auditors on the financial security of the company, given the substantial length of time that the turbine has not been operational.

WRE have undertaken some financial planning and risk management to identify crisis points and a Board meeting was held on Monday 6<sup>th</sup> October 2025.

From this, they agreed a new decommissioning figure of £75k.

There has been significant WRE director and staff time spent this year due to the uncertainty of the turbine repair. WDT thanks all involved for their devotion to the project.

## 6. Forward Planning Update

DS will be joining the group.

GT reported that the CES conference was a good reminder of the amount of funders who are out there willing to fund development and that new technologies are always being developed. For example DTAS probably had the expertise to carry out some of the feasibility studies we have had done.

Now is the time to explore options which will work despite the grid capacity issues.

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

EP has been on holiday so no written report this month.

### i. **Here 2 Help**

Jenny Kent, Alison Fergus and Hannah Rendall have all been hired as relief H2H workers which will help us cover Holiday periods and give a little more flexibility.

### ii. **Community Learning and Development Roadshow**

This looks to be progressing well and on offer will be First Aid, Food Hygiene certificated courses. As well as sewing, digital drop ins, pirate family day.

## 8. Sub Group Reports:

Garden – The Garden sub group have made a proposal for a mural on the shed wall. Kay Edwards had a concept design which was presented to the board. **The Board Agreed** to pursue the idea. KE to cost on the mural and GR to look for any potential funders.

## 9. Correspondence

- i. **WJHS:** A letter received from Julie Muir at Westray Junior High School asking if we would be able to support the school with relief staffing costs and training. The board agreed that GR reply and explain our training costs and that WDT cannot financially support OIC statutory responsibilities.

## 10. AOCB

**Westray Junior High School Fire doors:** GR reported of the frustrations felt by Westray Parent Council at a recent meeting she attended. They have been trying to push forward new fire doors for the school and seem to not be able to get a firm timeframe or even if it will happen. As this was something brought up at the conference two years ago **the board agreed** that if it helped WDT would offer support in their endeavours.

**Christmas doo:** It was agreed that this year a buffet in the community room would be the plan. GR to confirm a date with Mrs K's Kitchen and organise.

## 11. Date of Next Meeting 13<sup>th</sup> November 2025

Meeting closed at 9.05pm

