

Minutes of Westray Development Trust Board Meeting
Thursday 15th January 2026 in the Community Classroom 7pm

Present: Geordie Thomson (GT) (Chair). Douglas Leslie (DL), Louis Pottinger (LP), Anne Burgher (AB), Margaret Rendall (MR), David Seatter (DRS)

Attending: Gina Rendall (GR), Sarah Cowe (SC) minutes.

1. **Apologies:** Kirsty Sinclair (KS), Coilla Drake (CD), Gill McEwen (GM),

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

Minutes of Board Meeting on 25th November 2025

Proposed by DL, Seconded AB

3. **Matters Arising**

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

i. **Finance Report**

Financial activities – 1st and 2nd quarter financial reports were shared with the board, along with an overview of income and expenditure for classes for the last 6 months.

Accounts: All signed off and ready to be uploaded next week to the website.

Strengthening Communities Programme: This application was not successful, as the fund was oversubscribed. We will now look at the DTAS Resilience and Recovery pot to see if we can apply there.

GR has been asked to be on the panel for the larger fund applications for this fund, where they score applications. Every quarter, there would be a group of folk and on a rotation, so that it's not the same panel every time. There is one day of preparation and one day of meetings, where GR's time will be reimbursed

Fuel Grants: This closed on Friday, some payments have been made but will continue over the next couple of weeks.

Tridos: SC and Mhairi Nobel (MN) are now both able to access the bank so that they can put payments on, and then GR will authorise (apart from the salaries). Thank you to Gill for coping with all the authorisations since Margo left.

Scholes: We are waiting for our revised letter/answer to questions.

Action: GR to contact Scholes

ii. **Housing**

Bayview

Flat 2: BT still haven't connected the wire, and although this is the tenant's order, we have had a few discussions around it. BT didn't prepare for anything, so the only BT option is copper wire. Cloudnet has the fibre connection, and BT don't intend to install fibre as an option. I have let the tenants know that she can wait for BT and have a copper connection or go with Cloudnet.

GR will amend the tenant information so that it's not confusing for any new tenants.

Flat 4: All outstanding maintenance issues sorted.

The tenant asked if it would be possible to put up a shelf in the cupboard. **The Board Agreed** to get a shelf installed by a local company

Action: GR to ask C Rendall Handyman Services to do this for us.

Maintenance: The fence had been hit again, so it has been removed, including the concrete for the posts and the earth replaced. Path cleaned again, as it was slippery, and things like oiling hinges every year would keep things maintained.

Action: GR to organise the work each year.

Sailing Club Shed access: LP declared an interest and left the room. The deed of servitude for the footpath and vehicular access is still to be agreed. We have a plan from Lows, but Cooke needs to agree to it. The DOS states that permission would need to be granted by Cooke for vehicle access each time it's needed. **The Board Agreed** GR to speak to Stewart Rendall to clarify.

Action: GR to discuss with Stewart Rendall.

LP returned to the meeting.

Jerusalem

Purchase: The final £6000 Scottish Land Fund monies will be drawn down this week.

Funding: £56,000 claimed from Rural Housing Fund in December, we need to claim the full £150,000 by March, which doesn't look to be a problem. Orkney Islands Council offer letter came in and has been accepted and sent back. We will also claim the last £6000 from SLF.

Slate and Flagstones – GR to contact the person who reserved them to see if they have viewed.

Fencing – MR declared an interest and left the meeting. The current tenant had offered to fence the field if we bought the materials. The board noted that this was a good offer, but there was now a local business offering fencing, which may reduce the cost and that a lot of the fence is shared. **The Board Agreed** that we should seek quotes from T Pottinger for labour, S Groat for materials and contact the other land owners to discuss sharing costs.

Action: GR to organise quotes and contact landowners.

MR returned to the meeting.

iii. **Community Spaces**

Community Hall

Funding: CDF money from the feasibility stage will be claimed this month. £6000 from the Scottish Land Fund will also be claimed.

Clearing Out: The van owner says that it will be removed in two weeks. GT has been clearing out the hall, and the scrap can be put to the Floss.

Demolition: As per email, we received two quotes; Eoin Muir's quote was accepted by email on 18/12/2026. No start date has been confirmed as Eoin Muir's team need to be asbestos trained.

Removal of items from the hall: GR and GT declared an interest and left the meeting. Enquiries have been made about some of the materials in the building from various members of the community. **The Board agreed** that items of interest would be taken out and then open to offers from the public.

GR to have a meeting with Eoin before the work starts, which would be a good time to just speak about logistics. I will check with Billy about a meeting.

Action: GR to advertise materials and organise a meeting.

GT and GR returned to the meeting.

Funding for Renovation: RGCF first-stage application is in; we should have a decision on this by mid-January.

Expression of Interests to OIC Crown Estate Community Led Development Fund (OIC CECLDF), CDF and the Orkney Fund were made. We are now working through applications, all based on high-level costings.

New Build: We now have a plan for the drainage, which involves a large soakaway and a design to deal with the surface water. This will require a larger area than we own.

Action: GT discuss with the landowner

With this plan, we are a step closer to getting the building warrant applied for, and BG is working on the bill of quantities.

Gallow Hill

GR had not discussed options with R Rendall yet, and with Eoin Muir working on site, she will try to discuss options again.

- iv. **Golf Course/Men's Shed:** Stewart Rendall let us know that the Golf Club want to pause the project We also have The Orkney Fund (Planning permission and Building warrant stage) funding in place.

Action: GR to clarify if it is still a joint project with Men's Shed and look at grant conditions

The Golf Club have enquired about help with installing new fencing. GR suggested that the rolling grant already in place, which hasn't been spent, could potentially cover most of it, but the first year

would need to be spent before June 2026. **The Board agreed** to let the Golf Club use their rolling grant, which is already in place for new machinery, to be changed to and used for the fencing instead.

Action: GR to contact Golf Club and let them know of the decision and terms, and to ask for written confirmation from the group of acceptance or refusal.

- v. **Westray Conference 2023/Community Plan** GR and GT met with Alison Barclay and Susan Shearer from OIC to share the development plan. They were very impressed with Eve White and Sarah Cowes' work, a polished, well-designed, clear and visually appealing plan.

They would be able to adopt our plan, but it would need to be linked up to the themes before it can be adopted by OIC/Scottish Government. With the lack of engagement from community groups, we are aware of missing items. GR and GT felt that WDT had spent enough time on this, and Alison Barclay suggested some funding options to tie up the last bits. **The board agreed** to approach the Westray Community Council to ask if they would share the cost for the Westray Place Plan

WDT will be sharing our plan at the AGM.

Action: GR to approach the Westray Community Council about the possibility of funding part of the costs

- vi. **Hofn**

Land: HIE have been in touch to say they will be reviewing their assets soon and may come with another offer.

Turbine: GR had contacted Burray Boatyard, who agreed that January would be a possibility for fixing dependant on the weather. Chasing them this month, and the part hasn't arrived, yet they have given February as their new date. **The Board agreed** that this will be the latest acceptable date for fixing.

CARES Funding: See CCAP

- vii. **Kalisgarth Turbine**

GR had met with June Harcus and Iain MacDonald from Friends of Kalisgarth, and they didn't think that they would be in a position to assume responsibility at this point. Another development happened since the last meeting in that there had been a discussion between MN and OIC, and OIC were reviewing small turbine ownerships and agreements, and they may be able to help with parts or assume responsibility. GR had contacted Alistair Morton, but there had been no reply as yet.

Action: GR to contact Alistair Morton again.

- viii. **Bargain Box**

GR had a very tentative conversation around a building which may become available and suitable for a bargain box.

- ix. **Wellbeing Coordinator**

Erika's last day was the 18th of December. We also interviewed three excellent candidates for the post that day and appointed Suzanne Baird. Her references came back in the holidays, and her PVG check also came through, so she was ready to start our first week back.

Her plan is to work some hours every day and one full day on a Wednesday.

x. CDO – Meetings

Nothing to report. GR missed the in-person December get-together due to other commitments. Ingrid Harold is coming out in February.

xi. Community Climate Action Plan (CCAP)

We were awarded the CARES grant for solar and battery at the Hofn and Unit, unfortunately the timescale is unworkable. CARES themselves have taken responsibility for the process taking too long, which potentially means that nobody can actually carry out the projects. We are in the process of discussing how to take the project forward.

xii. Small Transport Grant

The OIC have this grant, which we haven't applied for as we don't run transport. We can apply for it and use the transport providers on the island. Papay has is so people or groups can ask for an out-of-hours boat service. If we were to apply, then we could offer groups the opportunity to request funded transport to events. The Board agreed that this should be looked into for Westray residents.

Action: GR to explore.

xiii. Slipway: No progress due to capacity. Anne Byres (AB) was asked if she was available to present information on the Harbours Masterplan.

Action: GR to arrange a suitable date with AB.

5. WRE

- i. Turbine:** It has been reported that the turbine, along with not generating, is now not turning. It now seems like it will be April before we can take the next steps of fixing.
- ii. Insurance Claim:** Nothing further from the loss adjuster and will chase.

6. Forward Planning

Nothing new to report.

7. Wellbeing

- i. Community Fridge**

In November, food donations were up again, and we saved **687.7kg** of food from landfill, with **165** people accessing the fridge over the month.

ii. Yoga

Now complete. Only 1 definite yes and 1 happy either way to continue, so potentially not worthwhile continuing.

iii. Digital skills

Liz is taking a break until March; she will still be at the Hub. She is going to reevaluate what she is doing, and she will see if she is going to continue. Maybe in a new direction.

iv. Garden open day

Lisa Croft from Kirkwall would like to visit Westray next year and have people open their gardens up. The WDT gardeners are happy to do this. Nobody in the community has offered to open up their gardens at this stage.

v. Glass workshop

On the 18th November, 20 people attended 2 separate sessions in the Old Kirk. The travel, accommodation and venue hire were covered within the wellbeing budget, meaning participants only paid for the items they made. A great success with very positive feedback, giving confidence to look at other options.

We have looked at some other craft people and included costings in an application to the Community Mental Health and Wellbeing Fund. We have discussed our plans with the Westray Craft Association to avoid duplication.

9. Correspondence

See Old Hall 4 (iii)

10. AOCB

11. Date of next meeting: 17th February 2026

12. Meeting finished 9.00 pm

