

**Minutes of Westray Development Trust Board Meeting**  
**Thursday 17th February 2026 in the Community Classroom 7 pm**

**Present:** Geordie Thomson (GT) (Chair), Douglas Leslie (DL), Louis Pottinger (LP), Anne Burgher (AB), Coilla Drake (CD), Gill McEwen (GM), Margaret Rendall (MR)

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

1. **Apologies:** David Seatter (DRS)

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

Minutes of Board Meeting on 15th January 2025

Proposed by AB, Seconded DL

Minutes of Board Meeting on 21<sup>st</sup> January 2026

Proposed by CD, Seconded GM

3. **Matters Arising** – No matters arising

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

i. **Finance Report**

**24/25 Accounts** - Scholes will file accounts with OSCR and Companies House. Signed accounts are now available on the website.

**Fuel Grants** - All grants paid except for a small number pending receipt of invoices.

**Scholes** - Awaiting response from Hayley; follow-up to continue.

ii. **Housing**

**Bayview**

**Internet** - BT has contacted the Trust regarding access to the building to install fibre which was ordered by Cloudnet. GR spoke with Cloudnet as she was unclear why the work was progressed without a notification to WDT. This was not thought of as there would be nothing in sight and no cost to WDT.

**Maintenance** – The front door has leaked badly due to the direction of wind and volume of rain. The intercom system is also broken. Daniel Marcus Construction has been contacted and will repair.

**Sailing Club Shed Access** - No update from Cooke.

**Jerusalem**

**Funding** - Final £6,000 has been drawn down from Scottish Land Fund.

£22,152 was claimed from the Rural Housing Fund in January, leaving £71,848 to claim before the end of March.

**Slate & Flagstones** – An offer made for the slate and flagstones of £1500 was considered to be a fair price and **The Board agreed** to accept the offer.

**Action:** GR to let the buyer know they can be removed asap and MN will raise an invoice.

**Fencing** - MR declared an interest and left the room.

Two of the landowners agreed to split the cost of fencing and waiting for the third to get back to us. T Pottinger is available to undertake work (timing subject to availability). Estimated pricing: £4 per metre; £30 per strainer. Alternative materials quote obtained from S Groat. Approx. £2,000 cheaper than the original quote. The Board agreed to go ahead with the fencing.

MR returned to the meeting

### iii. **Community Spaces**

#### **Community Hall**

**Funding** - £10,000 CDF claimed from the feasibility stage. £6,000 revenue funding claimed from Scottish Land Fund from the purchase stage.

**Clearing Out** – Thanks noted to GT for clearing the hall, sweeping it out. A lot of positive comments and stories have come from the videos and photos shared on Facebook.

**Demolition** - Awaiting confirmed date from the contractor. Billy Groundwater is following up.

**Renovation Funding** - No decision yet from RCGF, this makes us a little wary of sending in our applications to: OIC Crown Estate Community Led Development Fund and The Orkney Fund. Work continues on all of them and we hope for news soon.

A discussion required regarding potential WDT financial commitment was held but it is hard to discuss that with just a high level costing available at this stage. GR to progress Bill of Quantities work.

#### **Action – GR to catch up with Cindy Mackenzie and Billy Groundwater**

iv. **Gallow Hill** - No updates.

v. **Golf Course / Men's Shed** - AGM scheduled for 20 February.  
Fencing deal offered; written confirmation of acceptance requested but not received.

vi. **Westray Conference 2023 / Community Plan** - Community Plan typos corrected; to be uploaded to website.

#### **Action – SC to upload to our website**

Westray Place Plan work commenced last week. A request for a financial contribution from WCC was made and we are awaiting response.

vii. **Hofn**

**Turbine** - Burray Boatyard confirmed shipment of parts is being arranged. They are coming out to Westray on the 18<sup>th</sup> of February to fix the turbine.

viii. **CARES Funding** - See CCAP update below.

- ix. **Kalisgarth Turbine** – The Board noted that a response is awaited from Alistair Morton, who has indicated he would be willing to take the turbine on, subject to it being financially viable. The Board agreed in principle to transfer the turbine to them as long as any legal fees were covered by OIC.

**Action: GR to contact the Trust’s solicitor to confirm that the proposed transfer is legally compliant and that all necessary documentation and arrangements are in place**

- x. **Bargain Box** – No update on a new space at the moment.
- xi. **CDO – Meetings** - Peer-to-peer meetings held this month. Many islands are at early Place Plan stages.
- xii. **Community Climate Action Plan (CCAP)**

**CARES funding** - The Board discussed the challenges of securing planning permission in time for the current CARES funding round. Following consultation with Jason Taylor, it was determined that obtaining planning approval was not feasible, and the application was withdrawn. The Board noted the intention to resubmit the application when the fund reopens, with planning permission in place to maximise the likelihood of success.

Regarding the Westray Development Trust Youth Centre and Office Solar PV project, estimated planning-related costs total approximately £2,289.50. This includes fees for the planning application, biodiversity report (if required), building warrant application, statutory fees, and structural engineer. A contribution of £1,200 has been identified from CES, leaving a shortfall of £1,089.50. **The Board agreed** to cover the £1,089.50 shortfall.

**CRC** - The Trust’s application to become an information point for ICNZ was successful. The initiative will provide equipment valued at approximately £3,500, including a desktop or laptop and an Owl hybrid meeting camera, which will support both in-person and remote engagement. The Memorandum of Understanding has been received and is under review before final commitment.

- xiii. **Small Transport Grant** - Limited progress this month. To be prioritised shortly.
- xiv. **Slipway** – GT had an initial discussion with Interim Harbour Master (Dougie Manson). There is a proposal to survey the slipway condition and improvement requirements before further consideration.
- xv. **Website** - Online membership application form now live.
- xvi. **AGM** - AGM completed.

## 5. **WRE**

**WRE Turbine** Insurance claim has been rejected on the basis that the damage is considered wear and tear. A meeting with Enercon has been arranged to gather further information and review the situation, including potential issues related to maintenance or downtime. Regarding repairs, a quote from Simpsons Cranes is still awaited; however, further investigation suggests they may not be suitable for the work. The Board noted that Derek Heddle has been contacted, and the request has been forwarded to their project engineer to determine whether they can assist. Additional follow-up will be undertaken with Global to obtain cost estimates for the repair.

## 6. **Forward Planning**

Stewart Baird is supporting the Forward Planning subgroup, he has a breadth of knowledge in this sector.

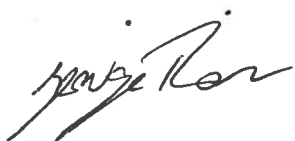
## 7. Wellbeing

- i. **Here to Help** -Two more clients have applied for support. One has been accommodated and we are working through help for the other, demand may be outstripping supply, again.
- ii. **Podiatry Clinic** -The poor weather caused a cancellation of visits planned in January. New visits to be arranged.
- iii. **Optician** - Home visits will be starting with Kalisgarth, these were planned for the 9<sup>th</sup>/10<sup>th</sup> February. Unfortunately, the Optician had sustained a back injury and visits are now planned for the 2<sup>nd</sup>/3<sup>rd</sup> March. The criteria for an NHS free home eye test are that the person is unable to go to travel without and escort to Kirkwall.
- iv. **Community Fridge** - Deliveries of Fareshare produce were delayed by the weather at the beginning of the year. When one delivery arrived, it had been attacked by rats on route. A complaint email, including photos of the damage, has been sent to Orkney Ferries, who have the contract with the North Isles depot.
- v. **Community Mental Health and Wellbeing Fund** - VAO funding allocated for 2025/26 and 26/27 was received. The amount allocated is lower than the amount applied for. As a result, work is underway to reevaluate what can be delivered and when. A few activities/courses have started to be advertised.
- vi. **I.T Support** - Focus has been on the digital switchover and drop-in sessions booked for the 27<sup>th</sup> of February with Ewan Kennedy, Digital and Connectivity Officer from O.I.C, coming out to Westray. Sessions will also cover online safety and scam awareness. Queries still exist regarding the changeover of Community Care Alarms and what happens in the event of a prolonged power cut.
- vii. **Community Garden** - Leaflet development with the Garden Helpers to promote the health benefits of volunteering in the garden. The purpose is that they can be left in various locations on the island and also used by the Health Care staff when encouraging people to become more active.
- viii. **Walking Group** - A similar leaflet has been developed with the Walking Group for the same purpose. GR had copies to share with the group but had left the file on the table.

### **Action: SC to email leaflets to the board**

- ix. **One-to-One Support:** Two one-to-one support meetings, help with form completion and advice concerning logistics of hospital appointments. An Excel spreadsheet is being developed so that data such as age, gender, nature of issue, and action taken can be collated.
- x. **Training:** Online training around Health Behaviour change theory completed. Two face-to-face sessions in February and March are booked for Teams. Training around bereavement support is also booked for mid-March.
- xi. **Wellbeing Coordinators Group:** January Teams meeting allowed Wellbeing Coordinators to meet with other coordinators on the outer islands and share ideas.

- xii. **Equity in Screening Working Group:** This group has been set up by the public health, NHSO, to look at this issue. They asked for a representative from Wellbeing Coordinators, and SB volunteered due to past experience and knowledge, and to ensure input is given from an Outer Isles perspective. Feedback obtained from other coordinators about issues that have been flagged to them by residents.
  
- 8. **Subgroup – Garden** – A grant is required to cover materials for the mural project. The Board recommended that the Garden subgroup approach the Community Council and Cooke Aquaculture to explore whether they can provide any assistance.
  
- 9. **Correspondence**
  - i. **Old Hall Offers** – The Board noted that four expressions of interest have been received for various items from the Old Hall. The Board agreed to record the interests and to liaise with the contractor for guidance on next steps and advice on how to proceed with the offers.
  
  - ii. **Memberships** – we had 3 new membership applications, which were accepted by the board.
  
- 10. **AOCB**
  
- 11. **Date of next meeting:** To be confirmed
  
- 12. **Meeting finished 8.08 pm**

A handwritten signature in black ink, appearing to read 'George Row', is located below the list of items.

