

Minutes of the Board meeting of Westray Development Trust (WDT) held Tuesday 3rd May 2016 at 7pm in the community classroom, Westray

Present: George Drever (GD) Chair, Peter Needham (PN), Ian Ricketts (IR), William Turnbull (WT), Philip Bews (PB), John Stout (JS), Andrew Seatter (AS)

Attending: Janice Rendall (JR) Administration & Finance Officer, Andy Makin (AM) Operations Manager

1 Welcome and apologies: Apologies received from Edith Costie (EC), Douglas Leslie (DL) and Kayleigh Seatter (KS)

2 Minutes of Board meeting 5th April 2016: Proposed PN, seconded AS – no matters arising

3 Operations Manager's Report:

Housing: For information only

Quarry: report has been delayed by three weeks. It is expected by the end of May.

Land purchase: there is some question over land boundaries. Eddie Nicolson is investigating this for us and we await to hear back from him.

Charity shop: AM had received word of a portakabin for sale in St Margaret's Hope which is open to offers. AM will go and check the condition and, if suitable, will make an offer. The Board agreed a budget of maximum £5,000.

Fruit and veg project: For information only

Here2Help: following AM's return from holiday, he contacted Age Concern Orkney stating that he had not had a response to the notice of terminating the agreement. Gillian Skuse replied saying that she had made contact but was informed that AM was on holiday. ACO had concerns that WDT had announced its intention to provide a similar service without first discussing it with them. It was felt that WDT had complied with the MOU and that it was under no obligation to provide ACO with information on its own service. It was agreed that the Chair of WDT would write a response to the letter directly to the Chair of ACO. **Action: AM**

Peter Miller's shop: for information only

PVG and Disclosure Scotland: after extensive research into this and discussions with Volunteer Scotland, Disclosure Scotland and Voluntary Action Scotland, the view is that WDT and its employees do not need to be PVG registered for any of the services it provides.

Emerging Leaders training: it was agreed that AM attend this training

Energy Action Westray: EAW is in the process of winding up and has sold the majority of the assets of the company which has resulted in the company having accrued approximately £30,000 cash. To enable the company to be wound up, it must dispose of this money. One use that has been identified is the improvement of the heating system at the pool and OIC has been approached regarding this. The negotiations into this will not reach a conclusion before such time as EAW is wound up and so, Willie McEwen (the sole director of EAW) has approached WDT to ask if it would be willing to hold the funds until such time as they are required for the pool. It was also noted that the members of EAW would be content for the funds to be used for other renewable energy projects.

Following lengthy discussion, it was decided to respond stating that WDT would accept the funds as a donation from EAW provided there were no existing grant obligations and that there were no conditions attached by EAW. The funds would be accepted and:

- be placed in a ring-fenced budget for the purposes of supporting renewable energy projects;
- be used to support Trust projects that have renewable energy objectives, such as the fruit and vegetable growing study.
- be open to application from members of the Westray Community, through the PEG processes for renewable energy projects such as enhancing the swimming pool heating system.
- Once the funds are depleted, the funding stream would close. **Action: AM**

4 Administration & Finance report:

General Investment Policy document: the Board approved this document as the Trust's Investment Policy with a review to be carried out annually.

Investments: following lengthy discussion, it was decided that the Board would be provided with a spreadsheet comparing the charges for differing investment levels for both Adam & Company and the CCLA. **Action: JR**

5 Correspondence:

Westray Community Council: WCC has requested the support of WDT to develop the project which will see paths installed through Pierowall towards the south. The Board agreed that WDT would provide time to complete funding applications for the project.

Learning Centre: for information only

6 AOCB:

Review of the SLA for the Learning Centre will be carried out this month and will include the introduction of the Go Westray CIC. **Action: AM**

7 Date of next meeting: Tuesday 7th June 2016 at 7pm in the community classroom

With no further business to discuss, the meeting was closed at 10.20pm.