

Minutes of the Board meeting of Westray Development Trust (WDT) held Tuesday 3rd December 2013 at 7pm in the Community Classroom, Westray

Present: Daniel Marcus (DH) Chair, Peter Needham (PN), David Seatter (DS), Margaret Hutchison (MH), George Drever (GD), George Costie (GC), June Marcus (JH), Douglas Leslie (DL)

Attending: Janice Rendall (JR) Minutes, Corinne Curtis (CC) Community Development Officer, Stewart Rendall (SR) Captain – Westray Golf Club

DH welcomed everyone to the meeting.

1 Stewart Rendall – Westray Golf Club update on golf course

DH handed over to SR

SR gave the background to the project explaining when it was bought and the lease terms between WDT and WGC. He explained that Lorna Brown had sourced £100,000 from CDF and £60,000 from SportScotland for the course upgrade and that Phase 1 is now almost complete.

The next phase (for which they have approximately £45,000 left from CDF funding) is the machinery shed, toilets/changing rooms and small function room and car park area. They hope to source the funding shortfall from external grants.

The aim of the club is to become self sustaining within 2 years and it is hoped that in order to do this, the club will install solar panels onto the shed and erect a chalet which can be used by golfing enthusiasts throughout the summer and be available for let to others during the winter.

After a short question and answer session, SR left at 7.25pm

2 Minutes of previous meetings:

4th November 2013 Proposed DS, Seconded GD

Matters arising: management charge between WDT and WRE Ltd – DH will discuss this with Alan Long **DH**
DH reported that he had responded to the email from Colin Risbridger within the timeframe allowed but has heard nothing back as yet.

18th November 2013 Proposed JH, Seconded DL

No matters arising

3 CDO report: CCs report was circulated to the Board prior to the meeting. This was mainly for information but the Learning Centre and Core Paths will be discussed under AOCB.

4 PEG report:

TG09- SVQ 2 Health and Care training grant application

Recommendation: Approve a training grant for the applicant of up to £500 (£400 if eligible for ILA).

Decision: The Board decided to defer this application until it has been established whether this training is compulsory or not.

Recommendation: the WDT board review this application, and make a ruling on whether future training for Kalisgarth staff is the responsibility of OIC, and if not, whether requests for grants for SVQ training for Kalisgarth are 'regulatory' (and require a business application) or 'individual' training.

Decision: The Board decided to defer this recommendation until it has been established whether this training is compulsory or not.

36/2013 i-Pads for Learning Centre

Recommendation: approve the purchase of two i-Pads and accessories as detailed in the application, to a maximum of £850, for use in the learning centre and other Digital Inclusion classes run for Westray residents.

Decision: The Board accepted this recommendation from PEG.

TG05/14-22 NFU safety courses

A further 9 applications had been received for this course: Steven Drever, Denis Fergus, Louis Pottinger, Tommy Rendall, John Stout, Brian Scott, Andrew Seatter, Ben Drever and Luke Rendall.

Decision: The Board approved these applications for funding.

5 Office report: JRs report had been circulated to the Board prior to the meeting.

Loan agreement between WDT and Westray Enterprise CIC:

The Board agreed the loan of £5568 be interest free for a period of two years. The reasons for this being that the company is not trading at present and the company is intended for social purpose.

PQASSO meeting 4th February 2014: The Board agreed JR should attend this meeting.

6 Finance: The finance papers were circulated to the Board prior to the meeting for their information.

7 Investments: At present, we await to hear back from enquiries made to possible advisers.

8 Quarry: nothing to report. The Board agreed that Philip Bews and DL continue with this project.

9 Feedback from the AGM:

The main issues were with the proposed new Articles of Association. The Board asked that the redraft be available to them for the February board meeting. **JR**

The redraft will then be put to members allowing 21 days for feedback and then an EGM will be called where the new document will be put to the vote.

10 AOCB:

Community Power Orkney meeting, next Monday and Tuesday in Kirkwall: GD will attend as the WDT Board representative and CC will also attend to give a report on the Big Lottery projects. The Board agreed to cover the 25% shortfall in expenses if other funding was not available.

The Board then discussed the two items from the CDO report:

Learning Centre co-ordinator: The Board agreed that this post be set up and an advert will be put in the shop windows. The co-ordinator post will be: the equivalent of 1 day per week initially for six months on a self-employed basis (the rate will be subject to negotiation).

The closing date for applications will be 17th December with a start date of 6th January. The outcomes for this post will be similar to those set out in the Big Lottery project and the successful person will be expected to provide a written report to the Board on a monthly basis. The Board set a budget of £3000 for this post for the first six months. DH, DS and MH will be the interview panel.

Paths co-ordinator: The board agreed this post be set up and approved the budget of £2000 for six months. DH will provide more details to JR regarding the advertising of this post.

PN and DL will be the WDT representatives on the group set up to deal with this project.

PEG – JR has agreed to deal with applications for funding. She will attend PEG meetings and provide the report back to the Board.

Westray Processors feasibility study – the phase 1 report has been received and the 1st invoice can now be paid. **JR**
The report will be circulated to the Board by email. **JR**

The Board agreed to purchase a voucher for CC as a leaving present. The value was agreed by the Board. **JH**

11 Date of next meeting: Monday 13th January 2014 at 7pm in the Community Classroom, Westray.

JR and GC left the meeting at 9.35pm.

12 WDT Board only – review of meeting: nothing to report.

With no further business to discuss the meeting was closed at 10pm.