

Minutes of Westray Development Trust Board Meeting

Thursday 1st August 2019 at 19:30 in the Community Classroom

Present: Ann Burgher (AB), Douglas Leslie (DL), Louis Pottinger (LP), Andrew Seatter (AS) (Chair), William Turnbull (WT).

Attending: Julian Barnett (JB), Clare Lucas (CL), Margo Makin (MM), Isobel Thompson (IT).

1. Apologies: Helen Bain (HB), Philip Bews (PB), Janice Kirkness (JK), Gill McEwen (GM).

2. Minutes of previous board meeting:

Meeting on 04/07/2019

Proposed – AB; seconded – DL

Meeting on 15/07/2019

Proposed – AB; seconded – WT

3. Matters Arising:

CL has passed on the requested information to Cloudnet who will get back to her with a quote in due course.

4. Administration and Finance Officer's Report

There is an excess of funds in the deposit account which the Board Agreed to transfer to the CCLA account.

The creation of a tender document for the Trusts accountancy firm is to be revisited by JB, JK and MM with the assistance of the finance subgroup.

ACTION: MM to transfer excess funds to CCLA.

ACTION: JB, JK and MM to look into the tender for an accountant.

5. Project Officer's Report

Loans

The approved loan documents have been forwarded to Scottish Communities Finance (SCF) who have suggested that their logo be added to them so that it is clear to any applicants that the loan will be in conjunction with SCF. The Board Agreed that this would be an appropriate addition and that the loan scheme can now be launched with SCF; no new loans will be managed by DSL on behalf of WDT.

Housing Project

WDT have now taken ownership of Bayview from OIC. As the house will be unoccupied for some time WDT are eligible for a 50% discount to council tax rates. Shane Scott has said that the updated drawings and building warrant application will be submitted by mid-August.

Garden Project

There will be a garden Q & A session in the Höfn on Wednesday 7th August to give members of the community an opportunity to ask any questions about the project and get advice about their own gardens.

Defib Network

No tenders were submitted for the telephone kiosk repair but funding of approximately £2000 has now been offered by the North Isles Landscape Partnership. The Board Agreed to reopen the request for a tender.

North Isles Landscape Partnership Scheme (NILPS)

Anne Bignall of NILPS shared minutes of the Westray Footpaths Meeting held by NILPS on Tuesday 16th July 2019. NILPS will be working alongside the Tourist Association to enable improvements to be made to the footpaths on the island with an emphasis on making paths more accessible, functional and safe, with adequate and appropriate infrastructure and accurate signage.

Sailing Club

LP declared an interest and left the room for this segment.

The sailing club have requested some written evidence of WDT's intention to provide them with a lease for the land onto which the Sailing Club shed will be erected in the same vein as was done previously for the site at Gill. This is required by OIC before further funding for the project can be awarded. The Board Agreed that the letter should state that the lease will be granted subject to planning permission being granted.

LP was unsure if the arrangements for the septic tank had been clarified as yet but would find out this information.

Conference/Interviews

There are several relevant conferences and events coming up in the next couple of months which WDT would benefit from having attendees at. The office staff will attempt to share these out between them.

ACTION: IT to launch the loan scheme.

ACTION: IT to reopen the tender request for the westside kiosk.

ACTION: CL to draft letter to the Sailing Club.

ACTION: LP to investigate the outcome of the septic tank for the shed.

6. AGM 2019

The Board Agreed that arrangements needed to start being made in preparation for this year's AGM. Thursday 7th November was provisionally decided on. IT will put together the annual report. The AGM will be held at the Old Kirk as in previous years.

ACTION: CL to book the Old Kirk and arrange catering.

7. Correspondance

a. Scottish Islands Federation membership

WDT had received an invitation to join the Scottish Islands Federation whose primary aims are to promote, publicise and advance the interests of Scotland's island communities. The Board Agreed that it would be worth trialling membership for a year to gauge benefit, to be reviewed next year.

ACTION: CL to arrange an annual membership to SIF

8. AOCB

a. Harper Macleod Solicitors

DL has spoken to Lows who would be happy to undertake work for the trust and has received written confirmation to that effect. CL has received a proposal from Harper Macleod, the Board would like confirm whether they would require us to work exclusively with them. The Board Agreed to continue to use Burness Paull for any work which has already been initiated.

ACTION: CL to make enquires of Harper Macleod

b. Auk Talk Back Page

The Auk Talk have approached the Trust to see if it would like to adopt the back page in addition to the page we currently run inside. AS suggested this could be used to add photos etc. of the work WDT is currently undertaking. The Board Agreed to offer to take both pages for £160 per month.

ACTION: CL to contact Nancy at the Auk Talk.

c. GoWestray

The Board Agreed to renew its contract with GoWestray for a further 12 months.

ACTION: CL to inform Hazel Moore of the Boards decision.

d. RM Computing contract renewal

The Board Agreed to renew its contract with RM Computing for a further 12 months.

ACTION: CL to inform RM Computing of the Boards decision.

9. Date of Next Board Meeting

Date of next meeting Thursday 5th September 2019 at 19:30 in the Community Classroom.

ACTION: CL to book community classroom.

The meeting closed at 21:25.

A large, stylized handwritten signature in black ink, consisting of several overlapping, sweeping strokes.

