

**Minutes of Westray Development Trust Board Meeting**  
**Thursday 6<sup>th</sup> August 2020 at 19:00 via ZOOM**

Due to the ongoing restrictions imposed to prevent the spread of the covid-19 during the spring of 2020, this Board meeting was held using the online video conferencing software, ZOOM.

**Present:** Anne Burgher (AB), Douglas Leslie (DL), Gill McEwen (GM), Louis Pottinger (LP), Andrew Seatter (AS) (Chair).

**Attending:** Clare Lucas (CL), Margo Makin (MM), Isobel Thompson (IT).

**1. Apologies:** Helen Bain (HB), Janice Kirkness (JK).

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

Meeting on 02/07/2020

Proposed – GM; seconded – AB

**3. Matters Arising:**

The Tourist Association decided not to take WDT up on its offer of funding to enable some of its members to attend a tourism resilience course.

WDT is now an accredited Living Wage employer.

**4. Administration and Finance Officer's Report**

The forms have been sent off to amend the signatories on the CCLA account.

MM has been working towards closing the year end accounts and these have now all been reconciled. MM is awaiting feedback from Alan Long.

**5. Project Officer's Report**

**COVID-19 Community Resilience**

The latest Supporting Communities Funding request has been approved and IT is working closely with the groups included in the application and, after some advice from HIE, expenses claims from the previous award period have now been resolved.

IT has applied for donations of scrubs sets from the Orkney Scrubs Group to supply Westray Surgery and Kalisgarth.

**Bayview/housing**

IT challenged the conclusions of the Rural Housing Fund on behalf of the Board and has spoken with David Knight of HSCHT to discuss this further. As yet there has been no further feedback from the Rural Housing fund.

AS was approached by the contractor for Bayview who suggested some design changes may bring build costs down, the Board felt that this wasn't necessary at this stage but might become a consideration if problems with funding occur.

IT has been in discussion with HSCHT about how WDT might achieve a grant programme to assist people wishing to self-build property on the island. VAO has also been consulted about this, there are strict charity regulations which restrict WDT's ability to provide this kind of funding, however, it may be possible to assist in some way. The Board Agreed that, as this has the potential to assist with the housing issue on the island, the feasibility should be fully explored.

**ACTION: IT to pursue the feasibility of a self-build grant programme.**

**OIC Business Support Grant**

WDT has been awarded £19,200 from the OIC's business support fund which was set up in response to the COVID-19 crisis. The board discussed several options for how to use this money to assist the community with ongoing issues

associated with the pandemic. The Board Agreed to look into buying hand sanitizer for school age children and non-profit groups and providing masks at the ferry terminal to enable people who forget their mask to still travel. The school has also been awarded funding towards measures it has had to take in direct response to COVID-19. The Board Agreed that a survey should be sent out to the islands residents to find out what other problem areas the community feels this funding could help towards.

**ACTION: IT to look into the purchase of PPE**

**ACTION: IT to conduct local survey.**

### **Bargain Box Extension Project**

The topographical survey of the site has been conducted. This will enable Shane Scott to progress on the Building Warrant application for the project.

### **Westray Care**

IT did not receive very much response from her information request on social media as to why the community feel that the care sector might not be an attractive employment prospect. One response suggested that childcare may be an issue for some. The Board Agreed that IT should speak to the current childcare providers to gauge the level of need.

**ACTION: IT to research island need for childcare.**

### **Community Garden**

IT has been approached by HIE who are looking to set up a large project aimed at facilitating the development and expansion of community garden projects in Orkney. The Board Agreed that they would like to register an initial interest in participating in this project. The project is still in the very early stages and a firm commitment is not required at this stage. HIE will be in touch when the project reaches the next stage.

**ACTION: IT to let HIE know that we are interested in finding out more about their garden funding programme.**

### **AOCB**

- WDT would like to work more closely with the Westray Community Council as many of our aims and objectives are the same. It was suggested that the community council may like to nominate a member to become a Trustee on the WDT Board.
- NILPS have asked WDT if they would consider adopted the remaining redundant telephone boxes on the island. NILPS would provide the funding for their initial refurbishment but WDT would then be responsible for their ongoing upkeep. The Board Agreed to adopt the phone boxes, this would only include those boxes not located on private land.
- The issue of irresponsible behaviour of tourist around livestock was raised. It was suggested that NILPS could be asked to assist with the printing of some information leaflets and posters which could be distributed to key tourist hotspots, this would be in line with their core paths project.
- The Board Agreed to renew our Scottish Islands Federation membership.

**ACTION: IT to suggest to the Community Council that they have a representative on the WDT Board.**

**ACTION: IT to liaise with NILPS on the telephone boxes and livestock safety leaflet.**

**ACTION: IT to confirm with SIF our membership renewal.**

### **WRE Report**

The company who we have a FITS contract with for the Kalisgarth turbine, Solarplicity, have gone into administration. The administrators for Solarplicity have applied for an extension to the administration process for the company. We are claiming £1400 from them in relation to the Kalisgarth turbine.

## **6. Correspondence**

There was no correspondence to discuss.

## **7. AOCB**

- LP had an update on the status of the Sailing Club shed. NILPS have requested that the project be re-tendered due to changes to the original works being proposed. The sailing club are currently disputing the need for this. The Board noted that if the funding for the project changed significantly that this may affect the funding WDT have previously awarded. LP will keep the Board informed on the situation.
- The Board reviewed its earlier decision not to reopen the Bargain Box and The Board Agreed that it was still not possible to open the Bargain Box while fulfilling the required social distancing measures. An alternative solution was suggested whereby the Bargain Box committee could open the Bargain Box on set days by appointment only for a trial period. AB has also been asked if there was any scope for providing storage facilities for people who have donations to make. The Board Agreed to look into using the shipping container and Höfn as storage while the Bargain Box is closed.

**ACTION: AB to discuss the Board's suggestions with the Bargain Box committee and propose a way forward.**

## **8. Date of Next Meeting**

The date of the next meeting is Thursday 3<sup>rd</sup> September 2020. The meeting will be held via ZOOM.

The staff members attending left the meeting at 21:15.

## **9. WDT Board only**

A handwritten signature in black ink, appearing to be 'B. M. M.', is written across the page.

