

**Stronsay Development Trust**  
Company Number SC271553  
A Scottish Charity, Charity Number SC038888

**Stage 2 - Closed meeting of Stronsay Development Trust Board held on 19<sup>th</sup> March 2014 at 8.10pm in Stronsay Hotel.**

**Present:** Stephen Weaver, Val Stone Lucas (Treasurer), Nina Gleed, Raymond Dennison, Chris Evans (Vice Chair) and Carole Cotterill (Chair).

**In attendance:** Edwina Lloyd (VAO), Anthony Withers (Project Officer), Jacqueline Dennison (Community Development Officer)

**Apologies:** Tracy Boler, Roger Dart (Admin and Finance Support Officer), Lisa De Geer (Company Secretary) and Yvonne Weaver

Carole welcomed everyone to the meeting.

3. Board meeting minutes 19/2/14. Acceptance proposed by Stephen Weaver, seconded by Carole Cotterill. Unanimous vote in favour.
4. Staffing Review  
Decision reached in previous confidential meeting by the Board held at 7pm 19.3.14. Staff will be informed by Fiona Smith of Sorton Partnership this night and tomorrow.
5. AP16 – CDO to be asked to report at the open part of the meeting.  
AP22 – CDO to be asked to report at the open part of the meeting.
6. Community Fund – CDO to report at the open part of the meeting.
7. AOCB  
None

**Open part of the meeting – 8.20pm**

8. Minutes 19/2/14  
Proposed: Nina Gleed  
Seconded: Raymond Dennison  
  
Unanimous vote in favour.
9. (i) AP3 – Review of Correspondence Policy Ongoing  
(ii) AP3 – plaques Ongoing  
(iii) AP1 – postponed until after the AGM due to lack of staff time Ongoing  
AP2 – website postponed until after the AGM due to lack of staff time Ongoing  
AP6 – Removed

	AP9 – filing locker	Ongoing
(iv)	AP23 – complete	Resolved
	AP24 – Project Officer too busy, asked Jacqui (CDO) to progress. Meeting arranged for Carole Cotterill with Age Concern and a date TBA.	Resolved
	AP25 – (check PO. AFO not present)	Ongoing
	AP26 – check PO	Resolved
	AP27 - Email sent to Alan Long, waiting for a reply	Ongoing
	AP28 – 3 be collected (Val and Raymond and Tracy)	Ongoing
	AP29 -	Resolved
	AP30 – Val S.L. to stay on	Resolved
	AP31 - Cora has moved from Stronsay and is no longer eligible to be a member of the Trust.	Removed
	AP32 -	Resolved
	AP33 -	Resolved
	AP34 -	Resolved
	AP35 –	Resolved
	AP36 -	Resolved
	AP37 – (AFO not present)	Ongoing

13. Inserted here, as CDO and PO not yet in the meeting.

Email from Leo Martini-Brown offering to sell a building to the Trust. Reply in the negative to L M-B to be made by Chair or Company Secretary.

10. CDO (Jacqui Dennison) entered meeting at 8.45pm.

Presented her written report.

3 cheques made out: Stronsay Parent Council £11092.52; £4086.36 to Stronsay Parent Council for Athletic and Sports equipment; and to Sarah Stevenson for £300.

(iii) Nature Festival – positive discussions and a Saturday presence will be on the island. No cost to the SDT, to be promoted.

(i) (ii) Held conversations with Howie Firth – offering Shearwater for a day during Science Festival (plus travel and accommodation) £400 for input – they would rather consider reducing the amount than not coming out at all.

Proposal by Carole: JD to negotiate with a positive view. Offer £200 plus travel and expenses.

Seconded: Chris. Unanimous vote in favour.

11. Tony W. entered also at 8.45hrs

(i) Housing for Elderly – JD made a contact with Caron, Age Concern and Kasha Jarosz, VAO Connecting Communities.

2<sup>nd</sup> April meeting planned on Stronsay – small meetings facilitated from Age Concern above. PO reported that Community Hall is currently unusable therefore a venue needs to be found. Piece for the Limpet to be prepared for next issue. Date may need to be changed. Chair to organise details.

(ii) Stronsay Community Fund Review – current discussions of AFO and PO were waiting for Staff Restructuring. Now happened. AFO and PO can now look at the structure. Tranche payments or not to community groups outright – running costs or not. Discussion ensued.

**Advisor:** Advised Board to consider the full financial knowledge that needs to be established for the year first and that a balance of monies apportioned out to groups may prevent a good project being supported. How would the monies be reported on?

Proposed : Retain status quo – Chris.

Seconded: Carole. Unanimous vote in favour.

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(ii) BISCIC

2 local young men working on the job. Proving very successful. Local young digger driver. Ahead of schedule. Costings were £39,000 from Orkney Builders. Actual £26,000 – using local labour and transport. BISCIC Board had asked if there could be a weighting for local builders of 20% for tenders of any contract. Full tender details being issued.

Proposed – Nina,

Seconded – Carole, Unanimous vote in favour.

(iii) Comm Hall Heating

2 young men on job. Problems with some supplies from mainland. Site clean.

- (iv) Slipway - £3.5k quote for plans and structural engineer alone. Less fishing boats now actually using the slip, 2 full time and 1 part time boat.

Propose do not go ahead: Carole.

Seconded Chris. Unanimous vote in favour.

Coastal Communities Fund may be a future fund that could be approached.

N.B. Stronsay Community Council has received monies from the Coastal Communities Fund and have a match from OIC. Congratulations to them for the plans for Fishmart upgrade.

- (v) Community Power Orkney – Broadband. Do SDT want to be part of a group bringing broadband to the island? Costs in the region of £25k to £75k for Stronsay. BT going to do Pierowall and Westray. CPO want to try to put a system up – repeater towers. Is there funding available? PO to investigate. SDT to continue in the loop and consider a decision at a later date.

Proposed – Carole.

Seconded – Raymond. Unanimous vote in favour.

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- (i) Stronsay Renewable Energy Wind Turbine project

PO reporting on SREL power curtailment.

**Advisor** : Advised Board that this may be for a SDT/SREL joint meeting. SREL could perhaps present a formal report. Board decided to continue with PO report here on SREL.

SREL happy to do quarterly output reports for SDT Board according to the PO. PO said profit warnings been minuted since August 13. Board discussed that a report needs to come from SREL directly.

- (iii) Greenhouse Group – meeting to take place. Ongoing.

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- (i) VAO to continue to attend Board meetings at the request of the Board as a source of Governance Support and Advice.

#### 15 **Secretary's written report presented**

- (i) One member has resigned after EGM 26/2/14. 3 members moved from Stronsay.

- (ii) Resignations of Directors:

Cora Goodram has moved from Stronsay and is therefore not a member from 15 March 2013.

Viv Erdman handed in her resignation 12 March 2013

- Thank you letters for resigned Directors – Chair to write thank you letters. Chair to write to the Community Council and suggest they have someone else on the Board.
- (iii) Board approved cost of Burness filing the amended Articles of Association to OSCR and Companies House £150.  
Proposed Chris.  
Seconded Stephen. Unanimous vote.
  - (iv) The Annual Report has been delayed and the draft is not ready. This is due to the contributions being handed in one month late. The Report will be sent to the Board for approval via email.
  - (v) There are Directors who will need to step down at the AGM as per the Articles. Discussion ensued and decision to be taken post meeting between Directors.

**16 Administration and Finance Officer's Report presented**

- (i) Financial Report  
Payments of £3543.93 made from SDT Capacity Fund Account.
- (ii) Annual Budget.

Imperative that staffing requirements are completed so that an annual budget for Trust running costs can be established. Need to closely monitor finances as income is uncertain.

AFO proposes that monthly reporting of actual expenditure against budgeted expenditure will be included in the AFOs report.

**17 AOCB**

Advisor offered to have these minutes typed back in the office. This will be a chargeable service. Board agreed. Report from the previous meeting attended by VAO are on their way.

- (ii) Had a profit warning in writing from SREL and this was circulated.
- (iii) Coastal Communities Fund – open again, but no time to apply. Close end April 14. Decision to keep an eye on the next round.

**18 DONM**

16<sup>th</sup> April 2014, Venue tbd, time 7.00pm

Meeting closed at 10.35pm.