

**Meeting of the Shapinsay Development Trust
held on 6th April 2011 at 8.30pm
in the Club Rooms**

Present: Sheila Garson, Debbie Sarjeant, Julian Tait and Jan Buchanan, Graham Rendall, David Holmes

Apologies: Kasha Jarosz (CDO), Alan Manzie (TDO/CPO)

Minutes of the Meeting held on 12.1.11

JB proposed the minute and it was seconded by DH

Matters Arising

GR asked for the correct spelling of Nicolsons to be amended in the last minute. This was noted.

Playpark

DS updated the Board regarding the installation of the wetpour, this was scheduled for the 18th April and there were concerns that the opening ceremony would need to be put back if the surface had not been finished. DS to ask about the drying time of the wetpour and the possibility of an over run in the installation. DS agreed to send letters to the School to notify them of the work dates and to inform the school that activity would be taking place between the dates of 18th – 22nd April.

Community Bus

In the absence of the CDO SG informed the Board of the recent activity with the position of the Bus. Although we had not obtained the grant from the OIC Kasha had followed up by meeting with funders from Leader. They were helpful and suggested we should put in an application. SG, KJ, AM and DS had attended an informal meeting to explore our options and it was agreed to put certain proposals to BIG lottery under the Outcomes to see if we could gain funding for the project. The Board discussed different aspects of transport including a charter boat service for out of hour's trips to Kirkwall, a bicycle bank and electric vehicles for use on Orkney Mainland. This extra funding could also ensure a paid position as Outcomes Officer and this would be included in the proposal.

AM had spoken to David Knight from BIG and the indications were good. AM would put forward a proposal to the BIG lottery as soon as possible.

CDO Report

Due to Kasha's absence there was no CDO Report. SG mentioned that following the issue of the Newsletter she had received a phone call from Mrs Lorna Foubister regarding the reference to the Ambulance service. SG assured Mrs Foubister that the Trust were exploring options to ensure that we had the facilities to encourage people to gain the relevant driving licence to enable more people being available to drive ambulance, fire engine etc. Mrs Foubister was happy with the response.

SG had also received an email from HIE with regard to the CDO post finishing in September. HIE were exploring options further funding packages which

included Picasso Training. This would encompass Structure and record Keeping. The Board agreed that we were in favour of exploring more funding for the post.

CPO Report

In the absence of AM SG mentioned the Powerdown funding had now finished. AM had included a report for the newsletter of the projects he had established in his term of office. The polytunnel project and the Save day were very well accepted and SG wished it minuted that the Board was appreciative of all of Alan's contributions bearing in mind that he came into the project at such a late date. He had managed to achieve a great amount of work in the time.

SRL Report

Minutes of the last meeting had already been circulated to Directors.

Financial close was expected during the week 11th April.

We were still to satisfy the Section 75 requirements although this was not holding up the project.

CES had ensured the recycling of the grid connection money so not to jeopardise the FITS requirements. This would now be recycled to the Trust, for loan to the SRL for use towards payment for legal fees.

Wayleaves were progressing and we were also waiting for Brodies to give the go ahead for acceptance to the outstanding Leases. Although this was the case it did not jeopardise the project as payment for the first year had changed hands and was legally binding.

The Board of the SRL had discussed Risk Assessment and highlighted issues and discussed these to ensure we were aware of all the aspects, which could cause problems.

SG said that Nicolsons had been appointed the Track and Crane stand contract, Heddle's the turbine foundations, Rendall the Electrical and Balance of Plant.

It was envisaged that the next few weeks would be hectic and that up until financial close there was a need for the SRL and Admin Staff to keep on top of the developments.

Accounts

DS had circulated the Accounts prior to the meeting. A detailed account of the project balances was discussed and the Board agreed the accounts. These would be taken to Orcadia in preparation of the EOY.

AOB

SG reminded Directors of the Training scheduled for 16th April.

AM had forwarded an email from Balfour Estates inviting our involvement in a Local Heating Development Project. It was agreed after some discussion that SG would look over the proposal and if it were viable she would discuss this with the Board.

Correspondence

SG had received a Vote YES poster and asked if the Board agreed that the request for the poster to be made public would be disregarded on the basis that it was political and the Trust had no remit for this.

At this point SG thanked the Board for their attendance and set the next meeting for 12th May.