

**Meeting of the Shapinsay Development Trust  
held on 20<sup>th</sup> July 2011 at 8.30pm  
in the Club Rooms**

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

**In Attendance:** Kasha Jarosz (CDO), Alan Manzie (TDO)

**Apologies**

None

**Minutes of the Meeting held on 23<sup>rd</sup> June 2011**

DH proposed the minutes and it was seconded by JB.

**Matters Arising**

None

**Playpark**

DS explained that no feedback had been received regarding the painting of the wall and she would approach the school after they return from summer break to see if there were any ideas from the pupils at the school.

KJ asked if we could repaint the gates leading into the playpark. DS would email Garry Burton at OIC and report back to the Board.

The plaque had been placed on the wall at the entrance to the park.

**Community Bus**

No progress had been achieved on this project due to David Knights absence from the BIG Lottery but AM would chase up this as soon as DK returned from leave, this was expected to be week commencing 25<sup>th</sup> July.

**Growing Community Assets**

Repayment of the £80000.00 loan from GCA to cover costs incurred by the turbine had been postponed until David Knights return. DS and AM had discussions with BIG and it was agreed that no action would be taken regarding repayment until DK returned to post.

**SUS it Out**

Feedback had been received from the SUS it OUT session but overall thoughts were that the training did not cover all areas required for Directors to make positive decisions regarding distributions of income from the turbine project.

The money given to the Trust for hosting the SUS it OUT training day was discussed and it was agreed that funding of a speaker from Tiree would be a good idea and it was hoped that we could arrange this for the AGM in Sept.

**Board Makeup and Mem and Arts**

DS explained that she had received feedback from VAO regarding the Mem and Arts changes required by OSCR. These would be passed to KJ and SG

to look over and decide further additions and changes before preparing them for printing and distribution for Members at the AGM.

DS also explained that the AGM Advert and Membership papers were ready for printing. Accounts were still with Orcadia and DS would chase these.

### **Distribution of turbine funds - way forward**

SG had received an email from HIE regarding a further seminar at Westray. Details of Directors who could attend this were sought and JB said she would like to attend but was unclear of dates at this time. No other Director was available for the dates proposed.

### **CDO Report**

KJ handed out her report together with detailed statistics from the 2 main SDT websites.

Discussion took place regarding purchase of a building to house various projects and facilities and KJ mentioned that there was a possibility of some premises available on Shapinsay, which could be adapted for this purpose. SG had received notification from NHS Orkney regarding their plans to sell Elwick Bank and not to lease this property; the Board discussed the validity of the NHS plans due to some conjecture regarding the house being left to the Community of Shapinsay from Balfour Estates. DS agreed to look up Land Registry Documents to satisfy the Board that the house did in fact belong to NHS Orkney.

KJ mentioned that at the RNLI Fete she had polled people regarding the name of the turbine and the most popular name so far was Whirly.

### **SRL Report**

SG told the Board that matters were progressing well and apart from some discussion with the OIC Roads dept regarding reinstatement of the tarmac at the road end of the track the risks to the project were diminishing.

Firefly had been employed to see the OFGEN procedure through.

SG had received a communication from a horse owner on the island regarding the suitability of the access track for horses. SG had replied to this enquiry stating that the surface was out of the Trusts remit as we had to satisfy the funders and the turbine manufacturers. It was also indicated to the horse owner that the track was only leased from the Landowner and permission or information would need to be directed there.

### **Accounts**

DS had circulated the Accounts prior to the meeting.

Money had been received for CAM Claims for TDO and CDO posts.

Although the funds were far less than in the past we were still able to operate the Trust and further funding from Fairer Scotland Fund was due.

### **Turbine Operation**

Responsibility of the turbine would be handed over to the Trust 10 days after contract signed by the Trust and Enercon. There was a Maintenance agreement which will mean Enercon will carry out maintenance twice a year by Orkney based Engineers.

SG and AM had spoken to Westray regarding the cover for teething problems directly after handover and there were options to use either Directors to cover the process or Employees. It was required to have one Admin post and a further 2 responders. Westrays model pays Directors an annual allowance of £1000 to carry out these duties. Other projects had advertised for paid posts with flat rate and attendance allowance. There would need to be a 2-year contract because of redundancy problems with Employment Law.

AM said that the HIE's TDO post has 91/2 hours allotted for admin and this could be used to cover the post for the posts duration, there was a need to employ 2 responders and the Board discussed pay scales and requested information regarding the fire brigade structure. DS and SG to find out.

### **AOB**

KJ had distributed suggestions for inclusion in the Development Plan and discussion was held on this subject. Matters discussed included a Ranger, facilities for ICT, Community Transport and Hub. GR gave his apologies and left the meeting before discussions ended.

KJ would take these suggestions forward to create the Plan whose deadline was expected at HIE.

### **Correspondence**

DS had received notification of the DTA AGM. KJ had asked if she could attend the meeting and DS mentioned she had approached HIE and funding for this could be agreed as long as it fell within the CDO Budget.

At this point SG thanked the Board for their attendance and set the next meeting for 31<sup>st</sup> Aug 2011.