

**Meeting of the Shapinsay Development Trust
held on 10th Oct 2012 at 7.30pm
in the Music Room**

Present: John Rodwell (Chair), Sheila Garson, David Holmes, Graham Rendall, Julian Tait, John Phillips and Steve Bacon.

In Attendance: Kasha Jarosz (CDO), Alan Manzie (TDO), Debbie Sarjeant (AFO).

Apologies: none

JR opened the meeting and welcomed John Phillips to the post of Director.

Minutes of the Meeting held on 12th Sept 2012 / 27 Sept 2012

The minute for the 12th was proposed by GR and seconded by SG.

The minute for the 27th was proposed by SG and seconded by SB.

Matters Arising

JR asked if the Board would consider the appointment of a Vice Chair as tabled in the meeting of the 27th Sept.

Nominations were requested and GR was nominated by SB. GR accepted and the Board agreed unanimously with the decision.

SG asked to record her thanks to the Directors for the present she received after standing down from the SDT Board as Chair.

Community Transport

a) Community Bus.

AM told the Board that the pilot for the bus was still in operation, the bus was used frequently but not by a huge number of passengers with runs for one or two people at the most.

There are no timetabled routes yet and some bus runs are returning empty. SB also commented that to make better use of the bus then it could be used at fireworks and Christmas tree lighting events. This would place the bus in the public eye and advertise the service.

AM explained that he had spoken to David Knight about the possibility of buying a smaller vehicle and that AM had made enquiries at a local garage about a second hand vehicle. The Lottery would not finance a second hand vehicle but AM suggested that the turbine income could finance this. The lottery would finance a new vehicle.

This vehicle could be used to transport residents to hospital appointments in town and would not require a taxi licence.

SG was concerned that the minibus could then stand idle and this would not reflect well on the Trust. JP agreed.

JR asked if funding a new vehicle from BIG Lottery would be from funds already earmarked for SDT and AM said that we could use the funding in place or even apply for additional funds.

DH asked if the car could be a pilot.

SB asked if we could justify the need for the vehicle.

JR said that the public perception of the use of the money should be also considered.

SG said that the bus was not appropriate for child transport and the car might be useful in this case.

GR mentioned that if the bus was to engage in trips to the mainland then this would leave the island without a bus and this would also cause problems.

JR summed up the discussion and asked for facts and figures from the current running of the bus to be brought to the next meeting in inform further discussion before taking a decision.

b) OOH Ferry.

AM said that following the approval for a transport study the Marine Consultant was due in Orkney for 2 days. SG asked what time frame would there be on the report. AM said he hoped to have a report back for the next meeting.

It was noted that the pilot for the ferry which ended at the end of September had still to be reviewed. AM said there was no update yet and that he was due to have a meeting on Friday to explore options for employing other skippers. Further analysis would have to be prepared by DS and this would be available at the next meeting. In the meantime it was running as per winter timetable from last year until a decision could be made for further alterations etc. DS mentioned that in communication with Harvey he was unhappy with sailings on Sunday to be too close to the finish of the MV Shapinsay.

JP said that as the vessel was not owned by the Trust it was in a position where if the master pulled the vessel from runs then we would be in a difficult situation, and inevitably the decision lies with the master. It was confirmed that in the meantime the service would continue as per the previous winter arrangements and a report would be brought to the next meeting for a decision. The web-site would be updated accordingly.

Growing Community Assets

AM said that lottery had approved the 5k funding for a feasibility study re the hub and Age Concern had been approached to conduct this. This had not been facilitated yet as Sue from Age concern had been on holiday. AM to follow up.

AM had also spoken to the councillor J Richards re land for the Youth project and the area in front of Helliars View had been mentioned. This might not be the best use of the land as if in the future there was a need for more housing stock then this area was nominated for such use. AM had also asked Balfour Estates about purchasing some land adjacent to the school and playpark.

SG said that it would be a good idea to visit the Westray and Sanday projects to get idea on usage and learn from their experience.

AM would organise a visit.

SWAP - Distribution of Turbine Funds

DH left the meeting as he had a conflict of interest re the SWAP application.

Kasha had already passed the application to Directors for information. KJ reported on scoring by DS and herself combined and separately from AM. KJ explained the concept of the application and said it had Educational use and use of local employment.

After discussion the Board agreed the further information was required and the following points were to be raised in a letter to David DS to action:

1. Evidence of Public Support
2. Proof of consultation with Heritage and Tourist Bodies
3. Letters of Engagement with Educational Bodies and their intention to use the facility
4. More information regarding the Public Access to private Land
5. Health and Safety information: Water and safety issues regarding liability of using pump as visitor attraction
6. Confirmation of ownership of the land
7. List of other funders approached for this project including the applicant's financial contribution

SRL Report – Turbine Operation.

SG said that some points regarding transparency of the accounts and the SRL Board had been raised at the AGM. These would be addressed at the next SRL Board meeting and there is also the need for more information to be visible on the website and through inclusion in the newsletter. SG asked the Trust Board to consider if they were happy with the current Directors and their remit. As the SRL Board answered to and was wholly owned by the Trust therefore they needed to be sure that the current Board was carrying out the responsibilities. The Board were happy to endorse the current Directors and the Board and SG thanked them.

AM mentioned the turbine would undergo maintenance for 1 day and would need to be shut down for this to be achieved.

CDO Report

KJ handed out her report.

Points discussed were the broadband and consultation on Internet with Westray and Rousay. KJ mentioned that the 3 islands were to meet with OIC to discuss the requirements. COPLA had been asked to attend but were unavailable.

KJ had attended the Community Learning And Development Partnership meeting and mentioned the work from HIE to fund computer training for older people.

PQASSO/AFO Report

DS passed round her report for Directors. A future meeting would focus in more detail on PQASSO.

Accounts

DS explained that both the Co-op Bank and Orcadia were now happy re the Equity details and the Accounts could now be signed. DS also explained that a sum of £7159 would be passed to the SDT from the SRL for payments

owed to the Trust from the subsidiary identified in the accounts. Finance for lease payments would also be paid into the trust to enable final payments for the financial year on rent/leases to landowners.

Correspondence

DS had received a letter from the Tourism Group thanking the trust for the donation through SWAP for the website.

AOB

DS asked if the Board could look into the possibility of changing the bank to facilitate Internet Banking and avoid the need for cheques. Currently the Clydesdale did not allow internet banking to dual signatories. DS had asked the Coop for information and they were able to give the trust dual signatory internet banking. After discussion it was decided that DS would see if there were other banks offering this service and report back to the Trust.

JR spoke about the rapid growth of the Trust and the change it had gone through. There were now 10 employees and he proposed that the Board engage a group to look into employment issues.

It was agreed that a sub-committee be formed by the chair, vice chair and chair of SRL to give support to the Board on all matters relating to employment.

Terms of Reference were to be brought for agreement to a future meeting and it was agreed that details of staff issues were not brought to full Board meetings.

Date of Next Meeting

At this point JR thanked the Directors for their input and closed the meeting. The following meetings to be held on the 21st November and 19th December.