

Stronsay Development Trust

Board Meeting on Monday 26th November 2018, Woods Yard at 7.30 pm

1. Welcome and apologies –

In attendance :

Richard Seeber (RS)
Raymond Dennison (RD)
Mike Erdman (ME)
Alison Fraser (AF)
Alan Strong (AS)
Laura Wood (LW)

Present :

Anna Bliss-Davis (ABD)
Robert Askey (RA)
Elsie Dennison (ED)

Apologies were received from Susanne Davidson, James Davidson, Jim Seaton.

ME welcomed Elsie and Robert to the meeting

2. Agreement of past minutes

Proposed	AS	Seconded	RS	All in Favour	Yes
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3. Action points from last meeting.

ABD was asked to Follow up on an invoice from Orcadia chartered accountants as no details of what it covered were included, After a number of attempts to get contact Anna now has a full understanding on what this covers, preparation of accounts, submissions to relevant bodies, providing printed copies of accounts for relevant bodies, correspondence and VAT return, ABD also had feedback on what they will be covering in the future and recommends the current invoice be paid.

ABD requested some additional finance training to enable greater understanding of the more complex areas of finance for the trust lessening the need for additional finance support being outsourced, this would also greatly benefit ABD role as Development Officer as a large portion of the project running requires finance input.

Proposed	LW	Seconded	RD	All in Favour	Yes
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4. Directors

4.1 ME advised the board that nominations had been received for Elsie Dennison and Robert Askey to become Directors on the Board of The Stronsay Development Trust, both Were given the opportunity to share a little about themselves to the board before voting. The Board having discussed the matter voted in favour of electing both Robert and Elsie to the Board.

Robert Askey

Proposed	RS	Seconded	LW	All in Favour	Yes
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Elsie Dennison

Proposed	RS	Seconded	AS	All in Favour	Yes
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ME welcomed Robert and Elsie to the board and asked that all directors fill in the Contact details sheet provided along with a current declaration of interest form and give to ABD at the next meeting.

ABD would collect and input onto Companies House and SDT Website Elsie and Roberts Details.

4.2 ME then informed the board that a Resignation Letter had been received from AS due to his move to Mainland which disqualifies him from being a full director. ME along with the rest of the board Thanked Alan for his work and wished him well. ME announced AS would stay in the meeting for item 5 on the Agenda but would then leave.

4.3 Roles of the Director/sub committee

ME suggested that as we now have new members on the board it may be a good opportunity to refresh everyone on the different roles and to possible re allocate them.

ME informed the board that it has a number of assigned roles that cover each of the areas of focus in the upcoming Development Plan which include Economic Development & Employment, Environment, Housing, Health & Wellbeing, Heritage, Sports & Recreation, Youth & Children. With sub committees consisting of Finance. Housing and Heritage. ME outlined the additional requirements of Subcommittee directors to attend at least one additional meeting quarterly and require leadership from a board member and can be opened up to the Community for additional members.

ABD would send out details of the different roles for the board to consider for the next meeting.

5. SREL

Report from Alan Strong the Chair of SREL moved to confidential. A summary would be available on the Trust website in the new year.

6. Finance

6.1 Treasurer report

Balances of accounts as of 1st Nov stand at

RBS current Account	£47,461.01
RBS Big lottery Account	£1311.21
Co op Community Fund Account	£24,531.00 This is awaiting a payment of around £16,000 from the CCF project

6.2 ABD informed the board that Bankline was now set up and additional signatories awaiting further authorising pin codes.

6.3 ME asked the board to consider if those currently not signatories would consider it for the next meeting.

7. Development Plan

ABD gave a brief overview on the different development items including the current CCF project, proposed plans for housing project that will be available for community consultation early in the new year, Heritage, education courses such as Northvet skills courses, and Woods Yard to give the new board members a better understanding of the work so far.

The draft Development Plan is and will be under review by other community groups before a final is produced/launched in the New Year.

8. Board Health Check Action Plan

ME informed the board that this is now in need of updating as most actions had been carried out and we now had additional board members, VAO offer next step strategy training for boards to expand and build upon the work of the health check, ME asked the board would we be interested in this for the new year.

Proposed	ME	Seconded	RS	All in Favour	Yes
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ABD would contact VAO to confirm details

9. AOB and end of Public Meeting.

No further business so the public meeting was closed at 21.10pm