

Stronsay Development Trust

Board Meeting on 19 April 2012 at the Community Centre 19.30

Approved Minutes

Present: Malcolm Addison Karen Griffin Paul Riley
(Chair) Marion Macleod Ian Stevenson
Cora Goodram Roger Neville-Smith Yvonne Weaver
(Treasurer)

Apologies: Lisa De Geer (Company Secretary), Adrian Miller.

In Attendance: Julia Crocker (AFO), Anthony Withers (CDO/TDO)

Action

1. Welcome by Chair

Malcolm Addison welcomed everyone and thanked them for attending, this being the meeting postponed from 12 April.

2. Minutes of previous meeting (paper circulated)

2.1. *Minutes of the meeting 13 March 2012*

Malcolm Addison asked if the board agreed that the minutes of the meeting on 12 March 2012 were a true account. Paul Riley proposed and Cora Goodram seconded and the minutes were formally approved.

3. Matters Arising - none

4. Correspondence - none

5. Chair's report - none

6. Secretary's Report

6.1. *Nominations for election as a director*

One nomination has been received from Leo Martini-Brown

6.2. *Annual Report and AGM papers*

Due to a printing mistake and a package incorrectly delivered, the chair's covering letter to members has only just arrived and this has delayed the sending out of the annual report and AGM papers.

7. PQASSO

Action

7.1 Self Assessment

Julia Crocker explained that she and Lisa had done the self assessment and found that in some areas we scored quite highly but there were definitely some aspects needing improvement. The first quality area that we shall address is No 5 Managing People; SDT has many of the policies in place however, staff supervision and support in particular requires more action by the board.

8. AFO report (paper circulated)

8.1. The business case for extending TDO contract to end of December 2012 has been submitted to HIE and approved.

8.2. A new insurance proposal has been sent to Clark Thomson to see if we can put all our insurance cover requirements, including the Greenhouse, Lobster ponds and Haulage shed on one policy and reduce our overheads. Clark Thomson have said that they will be able to itemise the buildings insurance costs separately in order that we can 'charge' the restricted accounts appropriately.

8.3. SSE asked if they could see one of our environmental reports on the turbine site, we agreed and they sent a cheque for £200 to SDT by means of a thank you.

8.4. AFO has been helping with the SCC Fishmart project on behalf of SDT.

9. CDO report

9.1 Enterprise Zone update

Tony Withers advised that a new trading subsidiary would need to be set up soon and importantly we need a management board of three or four volunteers to run it. Running of a community asset will be a responsible and important role, however the voluntary burden should not be too onerous. AFO suggested that at least one of the management board should be able to be a financial director. The board agreed that an article appealing for volunteers could be put in the Limpet.

AW

9.2 Lobster ponds

CDO explained the current work being undertaken by a group of fishermen who have worked on their own business plan to set up a shared business using the old lobster ponds as lobster ponds. An application to Coastal Communities Fund for £105,000 for refurbishment of the building is being completed by Tony Withers and Big Lottery has confirmed that as this is extra to the original enterprise zone specification, there is no double funding issue. The board agreed that this is an excellent project for the building and approved the model/lease of the building for this purpose.

AW

9.3 Purchase of the haulage yard and shed

Tony Withers told the board that there has been no progress on the purchase in spite of the funds being lodged with Lows in February. This is delaying the project considerably. There appear to be issues with clearing the yard and the lease of the shed. The board agreed that correspondence with the vendors should be conducted

Action

by letter through the solicitor not by e mail, and that a final completion date of 31 May should be advised.

AW

9.4. Youth Greenhouse project

The Awards for All lottery application has resulted in a small query to be answered but has not been turned down.

Tony Withers reminded Ian Stevenson that up to date estimates for the heating work on the Community Hall were needed now for the GCA Lottery draw down of funding.

IS

10 Project reports

10.1. SREL wind turbine project

Tony Withers, as TDO, gave a brief report. SREL now has OFGEM accreditation and can apply for Feed in Tariff payments. This will provide much needed income as we approach the first loan repayment point. SREL is confident that there will be profit for gift aid to the Trust after the first trading year.

Julia Crocker said she had one person volunteer to be part of the Awards Committee for the Community Fund and appealed for others to come forward.

Malcolm Addison asked the board if they approved of him continuing to be an SREL director when he stands down from SDT. The board approved.

10.2. Greenhouse Group - none

11. Any Other Business - none

12. Date of next meetings

AGM Tuesday 8 May at 7.30 p.m. in the Community Hall

Next board meeting Wednesday 16 May at 7.30 p.m.in the Community Hall

Meeting Closed at 21.16