

**Meeting of the Shapinsay Development Trust  
held on 15<sup>th</sup> August 2012 at 7.30pm  
in the Music Room**

**Present:** Sheila Garson (Chair), David Holmes, John Rodwell, Julian Tait, Graham Rendall

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

**Apologies:** None

**Minutes of the Meeting held on 18.07.12**

The minute was proposed by JR and seconded by JT.

**Matters Arising**

**Community Transport**

**Community Bus**

AM reported that the newly appointed drivers (Gail Vines, Paul and Louise Hollinrake) had commenced duties. The Minibus had attended various duties during the Show week and over the week the numbers of passengers were as follows:

Shapinsay Show 20 people

Dounby Show 12 people

County Show 18 people

It had also attended a funeral held on the island. AM said he would be promoting the bus by touring around and gauging demand. SG mentioned that there might be a demand for Sunday trip around the island too.

GR mentioned the positive comments over the show days.

The final MIDAS training event had been arranged for 22<sup>nd</sup> Aug.

**OOH Ferry**

AM informed the Board of Gary Nicolson's decision to resign at the end of October. AM had spoken to Harvey to see if there was scope for employing others to share the runs.

There was a possibility that HIE could give assistance in funding a feasibility study into changing the OOH Ferry to a Community Interest Company.

KJ said that if we could use it for outside users then this could be another source of Income Generation.

JT mentioned that there had been an issue with a hire. AM was aware of some problems with people missing boats due to various reasons. AM said he had spoken to the passengers and Harvey to rectify this. AM also mentioned the need for better boarding and disembarking areas and the need for steps at the Kirkwall pier side. GR and JT commented that steps might be harder to use than the corn slip.

DH asked why the transport coordinators job had not been re-advertised. AM said that due to Robert's resignation after 6-8 weeks service the post was given to the 3<sup>rd</sup> placed candidate. DH also asked if Directors could be informed of decisions re appointments before it is common knowledge.

### **Growing Community Assets**

Following the release of the SORTON Document the Board discussed the 3 areas:

1. Care for the Elderly
2. WIFI
3. Children's Facilities

There was a possibility of funding from HIE to investigate a Feasibility Study and Business Plan.

The discussion led to decisions as follows:

1. Investigate the possibility of funding from HIE re Feasibility Study and Business Plan for viability. (AM to investigate)  
Note: Explore the options of a working group led by a director and staff after the AGM.
2. Investigate (KJ) various possibilities with other islands also pursuing this option to form a joint working party to cut the costs.
3. Investigate possibilities, costs and location with a view to delegating an amount of money to this outcome. KJ asked for another meeting with youngsters to narrow down needs.

All these options had the possibility of further/additional funding through Lottery Grants.

### **Distribution of Turbine Funds SWAP**

Demand for SWAP had slowed down and no further grants had been allocated. JR noted that agreement had been decided for the Shapinsay Kirk application and DS confirmed that the payment had been made to the Kirk.

DS, KJ and AM had visited Business Gateway and had a visit from VAO to talk about further help for applications that did not reach the SWAP criteria.

AM asked for confirmation that the Directors were happy with wording on the Age Concern Service Level Agreement. The Directors agreed that the use of individual names of customers would not be necessary although for audit purposes these would need to be held by Age Concern.

It was decided to limit the number of hours funded by the Trust to 7 hours per week and 10 clients.

AM to speak to Age Concern to action the changes.

AM asked if the Board was in agreement that the other projects he had outlined at the last meeting could be continued. The Board was in agreement.

### **SRL Report – Turbine Operation.**

The Board of the SRL had not met therefore AM updated the Directors with generation figures.

SG mentioned the confirmation of continuation of post for AM from HIE. This would extend his contract for a further 6-7 months. Further funding from BIG Lottery would be sought.

AM said that there had been a few problems with communication with Enercon re access to turbine. Payments to Landowners would not been finalised until the Accounts were finalised.

### **CDO Report**

KJ handed out her Report.

### **PQASSO/AFO Report**

DS handed out her report. DS mentioned that Edwina Cook would like to visit the Board to discuss PQASSO in November. DS asked DH and GR for Directors information sheets to be returned.

### **Accounts**

These were circulated prior to the meeting and no points were raised. DS mentioned that there was a risk that Orcadia would not produce the accounts in time for the AGM which was scheduled for 19 Sept. It was decided to contact Orcadia for a timescale at the end of the week commencing 20<sup>th</sup> Aug. DS to action.

### **Correspondence**

SG had received a letter confirming the TDO Post continuation.

HIE was funding a workshop for Directors on Employment Issues but no directors are able to attend.

HIE was funding research into Loans for Turbine Income. SG mentioned that the Trust were not considering Loans from Turbine income but agreed that it would be useful to be involved in this piece of work.

### **AOB**

KJ and AM were to attend the DTAS Conference.

SG said that JR and staff had been asked to a meeting with OIC to discuss the Homecare situation. SG handed out the minute of the meeting and Directors agreed on the minute being circulated to OIC (DS to action) and also note of the meeting to be included in the newsletter. JR to send KJ input to this by 30 Aug.

AM asked the Board if they would agree the requirement for COPLA to use the OOH Ferry to transport staff back to Kirkwall. This was agreed on the understanding that it was weather permitting and that they would have to be flexible with timings.

After problems with 6pm sailings it was also decided to stipulate that the earliest boat to sail from Shapinsay would be 7pm.

**Date of Next Meeting**

It was agreed that the next meeting would be on 12<sup>th</sup> Sept 2012 at 7.30pm

At this point SG thanked the Directors for their input and closed the meeting.