

**Meeting of the Shapinsay Development Trust
held on 29th Feb 2012 at 8.15pm
in the Club Rooms**

Present: Sheila Garson, Julian Tait, Graham Rendall Jan Buchanan and David Holmes.

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

Apologies: None

Minutes of the Meeting held on 18.01.12

Approved by JB and seconded by JT.

Matters Arising

David Holmes asked if the minute reflect the fact that as he understood it the Logo or wording on the Bus had not been agreed at the last meeting. SG asked the Board of their understanding of this and all were under the impression it had been agreed. SG then asked again for agreement and the Board agreed that the bus would carry a logo (tasteful and discrete) but no wording. It was mentioned that BIG Lottery would possibly require a logo too.

Community Bus

KJ said that the bus had been ordered and would be registered before the deadline but that there was a delay in delivery. Seating material, flooring and interior had been agreed. AM asked what provision had been made to get the bus into service as soon as possible. It was discussed and identified that there was a need for drivers, usage, training, storage and timetables to be discussed and arranged. KJ AM and DS agreed to meet at the Office and formulate these issues and report back to the Board.

AM said that there would be some funds from BIG to erect a temporary shed to house the bus. It was discussed to approach GM and ask if the site housed on land owned by Gorn.

Growing Community Assets

AM said that on his trip to Glasgow he had met with David Knight at the lottery to discuss funding. This was very useful as it was identified that there was further funding available and that we should apply for future projects.

AM also mentioned the visits by the Board to Elwick Bank and Monquahanny. Where Elwick Bank was not really suitable and Monquahanny ticked some boxes it was evident from discussions had at Monquahanny that further investigation should be sought from the Community to identify the areas of need again. DS, AM and KJ would approach this and report back to the Board.

Distribution of turbine funds

Due to the cancellation of the last meeting it was agreed to reschedule for 14 March 2012. SG said that discussion would be entered into at the next meeting. DH then discussed the board thinking about a proposal for funding. SG said this would be addressed later.

CDO Report

KJ handed out her report to the Board. KJ mentioned that she would be visiting Tiree and a Bio Diesel project. KJ asked if the Board could send her questions by Friday for the Tiree Board to answer.

Newsletter Content

Further to the publication of last month's newsletter SG voiced concerns regarding the inclusion of a political article. Discussions with JK had been held and steps to stop its repetition had been identified. In the light of this matter SG retracted the need for an apology for the article, but was disappointed that its inclusion had been not thought through by KJ.

After discussion it was decided that DS, AM and KJ would work together to encourage more articles for the newsletter.

SRL Report

SG told the Board that the Turbine was generating well and that the total cost of the project was under budget also that the generation to date was 1643786 and this had a monetary value of 246k. The operation of the turbine had been good and apart from half a day loss due to Maintenance and short periods of downtime due to Comms issues at Scorrodale the generation had been robust.

The financial model was based on annual figure of 244404 which was income of 366k (33%) the figures to date of 1643786 with income of 246k had been achieved after only just over 4 months production and equated to 67%.

Accounts/ Admin and Finance Officer

DS circulated her report. DS mentioned the visit to Orcadia and the need for the board to be aware of implications regarding Capital Gains Tax. Arrangements would be made for Doris to visit Shapinsay and give some advice to the Directors.

DS also mentioned that funding from HIE was delayed due to the Benbecula Office being behind with claims. DS would ask HIE if this could be addressed.

Correspondence

Letter from Emma Rendall and Kay Sims, requesting financial assistance for equipment for the Smithy Restaurant. The Board discussed the letter and agreed that due to the Trust not having funds yet, or having the process in place to distribute funds we were unable to help with any finances. SG asked DS to reply to Emma and Kay to this effect but to propose that further help with applying to other funders could be helped by KJ (CDO).

SG had received an email from HIE Chessa Llewellyn White regarding the next meeting for Turbine outcomes. SG would reply to say that the board would be willing for a member of staff attends. It was decided that JB, SG and DS would attend if possible. JB would not be available for the 18th April.

Mark Hull from CES had written to ask if there was a need to hold independent meetings under CPO, it was evident that there was a need for a technical and a Funding/Finance split. SG would reply stating the board's agreement.

DS had received a Business Plan and letter asking for support from the Trust for Ross and Mel Barker form Sandsend, Shapinsay. The Board agreed to send a letter of support. DS to action.

AOB

AM gave a report on the SURF awards and his visit to the BIG lottery. He also indicated the need for a post to take forward the outcomes from the Big Lottery. The Board agreed with this proposal.

The Board then discussed the Shapinsay Charter and comments on the Facebook page. There was also an incident where a Resident was left in Kirkwall but not notified that the hire had been cancelled. AM was asked to speak to HG to rectify this problem.

After discussion the Board agreed that the Charter, until its pilot was reviewed would be available for Residents of Shapinsay, Friends and Family, Community Non-profit making organisations but not for Commercial use. The bookings had to be made by a resident of Shapinsay.

At this point SG brought the meeting to a close and said the next meeting would be advised as soon as we had confirmation from Orcadia to visit Shapinsay and address the issue of Capital Gains Tax and other issues regarding the turbine.

This concluded the meeting.

At this point SG thanked the Board for their attendance.