

**Minutes of the SDT Meeting
held on the 22nd May 2013
in the Club Rooms at 7.30 pm**

Attending: John Rodwell, Graham Rendall, John Phillips, Sheila Garson and Julian Tait

In Attendance: Debbie Sarjeant

1. Apologies: David Holmes, Steve Bacon and Kasha Jarosz.

2. Minute of 17th April 2013. All Board Members agreed the minute..

3. Delarations of Interest

JR opened the meeting and welcomed SG back. JR then asked if there were any declarations of interest. None recorded.

4. Matters Arising: Following a letter from a resident it had been highlighted that there was a need for a Complaints Policy. JR and DS had drafted a policy which had been circulated to the Staff for comment and would be passed to the PM to review with this thenbefore being presented to the Board.

JP asked in the light of changes in the Ferry Charges would it be possible to look at reduced fares for Senior Citizens. After discussion it was agreed that this would be passed to the PM to be included in the next review.

5. Transport

5a. Bus

Papers were distributed prior to the meeting regarding a proposal for a timetabled run to and from the Pier to enable visitors to access Shapinsay. Discussion included volume of passenger, route map with points of interest etc. The Board agreed to explore this option and would refer this to the PM for further work. JR asked if LH could be thanked for the input. DS to action. Following the letter from a resident with points for discussion regarding the minibus it was agreed that the correspondence would be passed to the PM for inclusion into the review.

5b Electric Vehicle.

Paper circulated prior to meeting. DS outlined the details of the Insurance and Grants available through CES for charging points, transfers, delivery and cost of vehicle. The Board discussed the decision points and agreed the following:

Vehicle available to familiarise the community with Electric Vehicle

Would be available for residents to test drive

For use at Island Events

Use for Staff

Kept at the Office and Charging point to be looked into.

Newsletter entry to let Community know about the vehicle

6. SWAP

KJ had circulated an application from the School for funds to enable the children to go to Birsay on a trip. The Board agreed that this should be authorised.

7. BLF Outcomes

Project Manager

For the record JR stated that prior minute had indicated that Lindsay Rugman was to join the Trust. Unfortunately she had been unable to take up the post and the board had appointed a suitable alternative candidate. Andrew Makin would start in post on the 3rd June.

8. Server – DS mentioned that SB had received the components of the Server and this would be installed in the next few weeks.

9. Employment Sub Committee.

There had been no ESC meeting and this item would cease to be a standing agenda item

10. Staff Reports

AFSO and CDO Reports

DS handed out both monthly reports. JR mentioned that KJ had secured a full time post with VAO and would be finishing her contractual duties in September. It was noted that both AFSO and CDO roles conclude in October.

JR mentioned the joint tree planting time capsule event on the 15th June. It was intended to ask DH to make pendants to commemorate the event. Decision on the picture would be taken after discussion with DH.

11. SRL Report / Turbine Operation:

SG handed out a report from MK the Turbine Operator. Reduced productivity was a risk as curtailment had been evident throughout the month of April. CPO are looking at these problems. It was agreed to notify the Community of the possibility of the need for caution regarding the amount of Gift Aid being passed down to the Trust whilst curtailment was high.

SG confirmed that she and MK would be visiting the site to find a place to bury the time capsule.

12. Accounts

DS had circulated project balances for SDT and BIG accounts. There were no points raised under this item. 2012/13 were now with Orcadia. It was agreed to ask for the final Drafts before the end of August in preparation for the AGM.

13. Correspondence – None

14.AOB

JR and JP had attended a meeting with Martin Tyson, Head of Registration, OSCR representative to discuss charity law in relation to trading activity and the responsibilities of trustees. Charities should be considered as assets welded to purposes and boards must record and decisions in relation to these using proportionate due diligence. As necessary charities should review and update their purposes. Of particular interest was the potential for charities to assist with economic development with the guiding principle in being wider public rather than individual benefit.

The meeting was brought to a close at 9.10 and JR thanked the Directors for their attendance

Date of Next Meeting:

This was scheduled for 19th June 2013