

Development Trust minutes 27/3/12

Minutes of a meeting of the Sanday Development Trust held at Heilsa Fjold on Tuesday 27 March 2012 at 7.30 pm

Present:

Sandra Towrie (chair); Liz Brown; Ute Clackson; Margaret Dearness; Sylvia Thorne; Rona Towrie; Jim Towrie; Evan Williams.

In attendance:

Gareth Ellis (Community Development Officer); Kate Howe (Admin & Finance Officer); Rod Thorne (Ranger).

1. Apologies for absence:

Raymond Brown; Stephen Clackson; Heather Collinson; Myra Stockton.

2. Minutes of the last meeting:

The minutes of the meeting held on Tuesday 28 February had been circulated in advance and, subject to one minor correction, were agreed as a true and accurate record of the meeting.

3. Matter arising from the minutes ~ Oral History Project:

The Board was advised that sales of the first "Sanday Voices" CD had raised around £3,000, but this sum had been absorbed into "Unrestricted Income" and so is not shown to the credit of the "Oral History Project".

This being the case, It was agreed that funds should be allocated to enable Andrew Thompson to make further recordings and transcripts with a view to producing a "Sanday Voices 2" CD in due course.

ACTION:

i) Evan Williams to trace the income from these sales and amend the accounts appropriately before the year-end.

ii) Evan Williams then to ask Andrew Thompson to continue with the project and thank him for his work.

4. Treasurer Report:

The draft accounts for 12 months to 31 March 2012 will be produced and circulated to members of the Board .. target date .. by 21 April.

The Admin and Finance Officers and the Treasurer will work with the chartered accountants (Scholes) to produce the published accounts; the report of the trustees for the year will also be required to accompany these accounts in due course.

The bank balance currently stands at £18327 credit.

ACTION:

i) Draft accounts for the year to be circulated to members of the Board by 21 April ~ Evan Williams

ii) Final accounts to be drawn up ~ Messrs Scholes

iii) Trustees' report to be drafted, coordinated and edited ~ Sandra Towrie

5. Ranger Report:

The Ranger's Report had been circulated in advance and there were no matters for concern arising from it.

6. Heilsa Fjold Centre Manager (Joanna Kenny) Report:

The Centre Manager report had also been circulated in advance. Margaret Dearness added that the new café assistant, Ellie Blackwell, will be working to gain a Food Hygiene Certificate; she has already had basic training in food hygiene at school. Orkney Association of Youth Clubs has offered to provide training for young people leading to the award of an Elementary Food Hygiene certificate. This training will be offered free of charge and will enable us to build up a pool of suitable young people to run the café in support of Ellie.

ACTION:

i) Induction training of Ellie Blackwell to continue ~ Joanna Kenny (Centre Manager)

ii) Orkney Association of Youth Clubs' offer to be accepted and Sanday young people be encouraged to participate in the food hygiene course ~ Catherine Lennon (Youth Development Officer) & Margaret Dearness

7. Community Development Officer Report:

The CDO Report had been circulated in advance.

There was discussion about the new website www.sanday.co.uk, completion of which has been delayed at the design studio. Once completed it will be possible for us to update or add information to the site without recourse to the web designers/experts.

ACTION:

Beth Loft to be thanked for maintaining the previous community website and advised that the new site will replace it ~ Gareth Ellis

8. Youth Development Officer Report:

Not available at the meeting but now attached for information.

9. PQASSO (Practical Quality Assurance System for Small Organisations) Report:

A report prepared by Kate Howe, Admin & Finance Officer, had been circulated in advance and Kate amplified some of the information contained in it.

10. Heritage Group Report:

A report had been circulated in advance together with a proposal that a wind turbine be installed as part of the reconstruction of the Temperance Hall, the cost to be met from early income from the new Turbines.

The Croft: It was noted that some of the work on the Croft is being done as part of an offender's Community Service. This person is supervised and managed by OIC Social Work Department and the Criminal Justice Board and no problems have been encountered.

Temperance Hall: There was discussion about the merits of retaining the present hall as opposed to demolishing it and putting up a modern prefabricated structure. As some of the funding is to come from the Heritage Lottery Fund this source of funds would be forfeit if we were to abandon the 'heritage' aspect of the project.

The Heritage Group's plans include provision for: Up to three 'business units' in the rear part of the hall; and A toilet which will be accessible from outside the hall, thus providing a public convenience in Lady village.

Discussion then focussed on the proposal to include a wind turbine as part of the development of the Hall. The aim would be to provide zero-cost electricity for heating and lighting and to generate income from the feedback tariff. The location of a turbine, which must be at least 200 (or 250) metres from any building, might be problematic.

It was agreed that this proposal makes a lot of sense, but that income from the new Spurness Turbines cannot be committed to any one specific project until all potential projects have been considered and prioritised.

To foster public support for the Heritage Group's plans for retaining and developing the Temperance Hall, it was agreed that the overall vision and detailed plans should be made widely available around the island, perhaps in the form of an insert in the Sanday Sound.

ACTION:

i) Temperance Hall plans to be widely disseminated around the island ~ Heritage Group

ii) Information about the potential income from the new Spurness Turbines to be circulated to the Board and a meeting to be held to prioritise investment plans ~ Evan Williams

11. Sanday Soulka 2012 Report:

A report on the plans for 2012 had been circulated in advance. Rod Thorne updated a couple of items:

A balance of £4500 stands to the credit of the 2011 Soulka, all funding having now been received. This sum is available to meet start-up costs for the 2012 Soulkas ~ eg the printed publicity leaflet/programme.

The three 2012 weekends will be entitled: 4 – 6 May: Sanday's Heritage 29 June–1 July:

Sanday in Bloom 3 – 5 August: Food, Farming & Fishing

12. Any other business:

i) Heilsa Fjold Café: Rod Thorne asked for reassurance about the availability of the café for the Wednesday afternoon island tours (panini lunches) and for the three Soulka weekends

(teas, coffees and cakes). Margaret Dearness indicated that funding is being obtained from Community Jobs Scotland which will enable us to recruit a second assistant for the café. £2275 will be available for training, supervision and support.

ii) Heilsa Fjold Fencing and Shed: Sandra Towrie reported that, after two invitations to tender for this work had been published with no suitable response, she had approached Ian Simpson who readily agreed to take on the work. Subject to Ian quoting a reasonable price, it was agreed that this work should go ahead without delay.

iii) Heilsa Fjold interior works: There is a need for (inter alia) picture rails and coat hooks to be installed in Heilsa Fjold. This work is to wait until the Business Directory is available in draft and then any suitably qualified individuals will be invited to tender.

iv) Clerk to the Board: Kate Howe has resigned as clerk to the Board. An advertisement for her replacement will appear in the April Sanday Sound. It was agreed that a selection/interview panel be formed consisting of: Sandra Towrie Margaret Dearness Evan Williams Plus a non-Board member to be invited

v) Recording Studio Weekend: Margaret Dearness reported that 15 young people had participated in this event and seemed to have gained a great deal from it. Thanks to Tony Hull and Huw Evans.

13. Date and time of next meeting(s):

Tuesday 8 May at 7.30 pm Tuesday 19 June at 7.30 pm

The meeting closed at 8.50 pm