

Sanday Development Trust
enhancing quality of life



**Minutes of the meeting of the Sanday Development Trust
held at Heilsa Fjold on Monday 24 April 2017 at 7.30 pm**

Present: S Ray (Chair); P Allan; L Brown; H Collinson; J Muir; S Pugh;
S Towrie; J Walker

In attendance: K Howe (Administration and Finance Officer (AFO)); E Webb
(Ranger, Get Growing! Manager); Two members

The chair welcomed everyone present and in attendance.

1. Apologies

Apologies for absence were received from F Campbell and M Stockton.

Action agreed: That consent for absence be given to the above directors.

Apologies were also sent by C Leslie but were not received until after the meeting.

2. Minutes of the last meeting

Minutes of the meeting held on 27 February 2017 had been circulated.

Action agreed: That the minutes of the meeting held on 27 February 2017 be confirmed as a correct record and be signed by the chair.

Matters arising from the minutes

3. Physiotherapy service (3ii) The chair had met with the doctor to discuss the physiotherapy service first proposed at the January meeting. The doctor supported the idea and had discussed means of referral to the service.

4. Office Server at Heilsa Fjold (3iii) The server was not yet in operation and it was suggested that a local IT specialist be asked to complete the job.

5. Lady Post Office (7) The chair had written to the Post Office on behalf of the board to express support for retention of a post office in Lady village. No reply had yet been received.

6. Your Island Your Choice (9) The Eday Partnership had put forward the proposal for an inter-island communication system. The proposal had received

second place in the voting so some funding was to be made available. Details were still to be finalized.

7. Turbine software upgrade (3iv) The board of SRCIC were awaiting a letter of confirmation and invoice from SSE.

8. Orkney Active The chairman had written to Orkney Islands Council to express dissatisfaction with the 'Orkney Active' scheme. Isles residents were being asked to pay the same as people on Orkney mainland but received an inferior service. The chairman had asked that the existing ticket structure be continued. No reply had yet been received.

9. Staffing The board noted the appointment of E Webb as Get Growing! Manager and A Cole as Get Growing! Gardener. It was also noted that J Seatter had taken part in the selection and interview process in order to ensure transparency.

10. Annual leave policy A draft annual leave policy had been circulated.

Action agreed: That the policy be adopted.

11. Notice of termination of contract A draft policy had been circulated.

Action agreed: That the policy be adopted.

12. Staff Reports Reports had been circulated from the Ranger, Heritage Centre Assistant, Heilsa Fjold Centre Manager, Learning Coordinator, Get Growing! Manager and PGO.

12i. Visit from Stromness community garden team. It was noted that the expected visit from a member of the Stromness community garden team had been cancelled, however the Get Growing! manager and gardner planned to visit Stromness.

12ii. Planning fee for Get Growing! site. A further bill had been received taking the cost of planning permission up to £802. E Webb was in discussion with OIC to see if this could be reduced. The chairman also planned to get in touch with OIC in this regard.

12iii. The Ranger advised the board that there had been another confirmed stoat sighting on Sanday and that she was involved in related discussions with Scottish Natural Heritage and the Royal Society for the Protection of Birds.

12iv. Kettletoft business plan. It was agreed that the business plan be displayed at Heilsa Fjold.

12v. Community Assets Event. It was agreed that it was a good idea for the PGO to speak at the Community Assets Event organised by Highlands and Islands Enterprise in June.

12vi. (a) Harbour House Open Afternoon. It was agreed to hold an open afternoon at Harbour House to ask the community for their ideas for development. The date

and time were set as 13 May from 2pm to 5pm. L Brown would notify the Sanday Sound and L Brown, H Collinson, S Pugh and S Towrie would be present on the day. Other directors and members were also welcome to attend.

(b) Fire brigade training. It was requested that the fire brigade be allowed to use Harbour House for a breathing apparatus training session prior to commencement of renovation. This was agreed.

13. Organisational plan and budget 2017 to 2018

A draft plan and budget had been circulated. The budget had been scrutinised by the finance committee and it was noted that the finance committee would continue to monitor the budget and keep the board informed.

Action agreed: That the organisational plan and budget be approved.

14. Community Donations Applications Applications had been received from the Sanday Guides and from B Walsh.

H Collinson, J Muir and J Walker left the room while the application from the Sanday Guides was discussed.

Action agreed:

14i That the application from the Sanday Guides be approved.

14ii That B Walsh be asked to provide more information about the cost of the course proposed and the expected community benefit to enable proper assessment of her application. (KH)

15. Fire equipment for Heritage Centre

The quote for fire equipment identified for the Heritage Centre and Croft was over £500. The board agreed to the expenditure.

Action agreed: That the fire equipment be purchased from unrestricted funds.

16. THAW Orkney P Rickard of THAW Orkney had asked to speak to the board about the proposed Poverty and Social Inclusion Services. This was agreed and the date and time were set as Wednesday 3 May at 7.30pm.

17. Heritage Outposts A suggestion was made by the Heritage Group to take ownership of some properties around the island for conversion to heritage outposts. The board were broadly in favour of the idea and asked that the Heritage Group look into the idea in more detail and provide costed plans. It was also necessary to establish current ownership of the properties in question.

18. Request for financial support A letter had been received from C Beale asking for financial support towards veterinary studies. The fees were very high and the board were sympathetic but felt the Trust was not currently able to support

individual students' fees. It was agreed that the AFO write to inform C Beale of the decision.

19. Heilsa Fjold Café The board had been advised that L Scott would not be able to run the café for a number of weeks. The exact amount of time was unknown. A substitute was proposed for running the café on Tuesdays, but it was not known whether she would be able to run the café on Wednesdays, when lunches were needed for the Sanday Experience bus tours. The nature of the contract was discussed and it was agreed that in the short term it was acceptable to appoint a substitute but if L Scott's absence became permanent then the contract would have to be re-advertised.

Action agreed: That P Oliver be asked to run the Tuesday café for the next few weeks and that the situation be monitored.

20. Parking at Heilsa Fjold Some traffic congestion had occurred because of cars parking on the paved area at Heilsa Fjold and on the road alongside. It was suggested that staff be asked to park in the school car park and that the paved area be restricted for disabled access and dropping off. This was agreed.

Action agreed: That the paved area at Heilsa Fjold be restricted for disabled access and dropping off and that staff park in the school car park.

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Signature of Chairman

Reminder of forthcoming meeting dates:

- 29 May, 7.30pm
- 3 July, 7.30pm
- 28 August, 7.30pm
- 16 October, 7.30pm
- 4 December, 7.30pm
- 22 January, 7.30pm

