

Sanday Development Trust

enhancing quality of life



Agenda for the meeting to be held at Heilsa Fjold on Monday 28 August 2017 at 7.30pm

- 1. Apologies for absence** To decide whether consent should be given for absence. (In consideration of article 73(g))
- 2. Membership** To note the resignation of S Pugh from the board of directors
- 3. Election of vice chair** Following the resignation of S Pugh
- 4. Directors' responsibilities and corporate responsibility (SR)**
- 5. Minutes of the last meeting (Attached)** The board are asked to confirm that the minutes of the meeting held on 3 July 2017 are a correct record and to authorise the chair to sign the minutes.
- 6. Matters arising from the minutes**
 - 6i. Communications (7)** To discuss further the suggestion to raise the profile of the Trust.
 - 6ii. Ranger tours (8)** To discuss further the suggestion to incorporate tours into the Ranger role.
 - 6iii. Get Growing Project Review (10ii)**
 - 6iv. Interpretation boards (15)** Update from J Muir re consultation with community council
 - 6v. Any other matters arising**
- 7. NILPS** Reports attached. To decide how to proceed.
- 8. Climate Challenge Fund (SR)** Possible project. To decide how to proceed.
- 9. Staff reports** To receive reports from staff as follows: AFO (attached); Centre manager (attached); Family drop in supervisor (to follow); Heritage Centre Assistant (attached); Skills for Sanday (attached); Ranger (attached); Get Growing (attached); and PGO (to follow).
 - 9ii.** To consider matters raised in staff reports.
- 10. Finance report** To receive management accounts for first quarter 2017 to 2018 ()
- 11. Report from SRCIC** (attached)
- 12. Report from SECIC**
- 13. AGM** To set date for AGM and consider format of event
- 14. Harbour House Update**

15. Any urgent business (Any urgent matters that need a decision to be made before the next meeting)

16. Any other competent business

17. Date and time of future meetings. To note meeting dates as follows:

16 October 2017; 4 December 2017; 22 January 2018

NI-3/01: North Isles Historic Environment – Small Scale Built Heritage Enhancements (Brickie Hut, Sanday).

Summary

This element of the Built Heritage project would convert the abandoned military building on Sanday known as the 'Brickie Hut' into a small interpretation centre for cultural and natural heritage. This would promote Sanday's history from World War 2 and the wildlife and environment of the Tresness dune system.

Element Lead

NILPS delivery Team.

Element Partners

The Sanday Heritage Trust would be the primary partner for this project, and would manage the building after the construction works are complete. The Sanday Development Trust would potentially be an additional partner.

Location

The Brickie Hut is located along the main road from Lady Village to the North End of the island, at grid reference HY 70349 41385. It is 2.1 miles from the airfield, 9.3 miles from the ferry terminal at Loth, 0.9 miles from Lady Village and 4.0 miles from Kettletoft.

[location map]

Beneficiaries

This project would benefit a range of groups: the local community would benefit from the conservation of a distinctive part of their heritage and the creation of a community space to share their experiences of the landscape; local businesses would benefit from increased visitor footfall; and visitors would benefit from increased facilities and enhanced interpretation.

Element Description

The building now known as the Brickie Hut was built in the early years of the Second World War as the control building for a decoy airfield, which was set out in the neighbouring fields using a simulated night landing system. The aim of this was to encourage the Luftwaffe to unload their bombs onto the uninhabited farmland, rather than onto key military sites such as the radar station at the north end of the island. These decoys were, on the whole, unsuccessful, and many had been abandoned by the end of the war.

The building survives as a shell: the brick and concrete structure is intact but its internal features and door have been removed. It appears to be structurally sound, although its condition has not been surveyed in detail. It consists of two small rooms: the former generator room, which has a large vertical vent, and the former operations room, which has an emergency escape ladder through the roof.

The Brickie Hut is located where the core path from the dune systems at Tresness meets the road, and the land adjacent to it is used as an informal car park for walkers. These dunes are one of the most popular walking areas on the island, as they are a striking landscape rich with natural and cultural heritage. They are popular with visitors and with island residents, and this means that there is an opportunity to use part of the Brickie Hut to interpret this landscape and support its enjoyment in an ongoing way.

[Photos]

The community consultation in 2014 highlighted the value of the Brickie Hut as a feature on any future island heritage trail, and as part of a network of 'outreach' visitor centres across the island. The engagement done by Craignish Design in 2016 reinforced a desire to restore the Brickie Hut and give it a new use.

The works proposed under this element of the Built Heritage project would make the outer shell of the building wind- and water-tight in a sympathetic manner, and re-purpose the interior for interpretation. The building would be off-grid, with LED lighting powered by solar panels or portable batteries. The former operations room would be set out as a display on the history of the building, the wider programme of decoy control sites across the country and its role in Sanday's defences. This could include physical models and a Bluetooth beacon linking smartphones to video footage and interactive content. The former generator room would be a 'walker's hub', set out as a display on the landscape, natural environment and archaeology of Tresness and its dune

system. This would be able to be regularly updated, for example to reflect the latest archaeological discoveries, and would include facilities for people to share what they have seen and experienced, possibly via smartphone. This combination of uses would make the most of the small building and give it a dynamic, living role in the community for the future.

Activities, Outputs, and Outcomes	Activity	Outputs	Outcomes
	1. Research:	A building recording and detailed condition survey would be undertaken of the Brickie Hut. In addition, an archaeological walkover survey of the area of the former decoy airfield would be undertaken to identify what, if anything, remains.	Sanday's heritage would be better recorded and understood. Dissemination of the results would enable people to learn about this heritage and better engage with it, for example through volunteering opportunities.
	2. Heritage Trail:	The site would be included on an island-wide heritage trail as part of the Heritage Trails project.	A heritage trail would allow more and a wider range of people to learn about and engage with this heritage by making it more accessible to a diverse audience. It would also make the island a better place to live and to visit.
	3. Building works:	The Brickie Hut would be converted to a small heritage display: the roof would be cleared of sand and inspected, and repairs undertaken as necessary; broken pipes would be replaced, and consideration given to using them as sun pipes; a new timber boarded external door would be fitted; the interior of the former operations room would be cleared and fitted out as an exhibit about the building's history; and the interior of the the former generator room would be cleared and fitted out as an exhibit promoting Tresness and local walks.	Collectively this package of works would ensure that Whitehall's heritage is in better condition and better managed, and that the village becomes a better place to live, work and visit. Through volunteering local people will develop skills and engage more deeply with this heritage.
	4. Events/ activities:	Training and volunteering opportunities would be provided throughout the works, including the building recording survey and the	These activities would encourage more people to engage with this heritage, and to volunteer their time. They would develop

		<p>construction phase. A high-profile launch event would raise the profile of the site within Orkney and further afield: it is proposed to temporarily reconstruct the dummy airfield for this to demonstrate how it operated. Documentation of this event would form part of the interpretation within the building.</p>	<p>new skills through the training opportunities, and would learn more about the island.</p>
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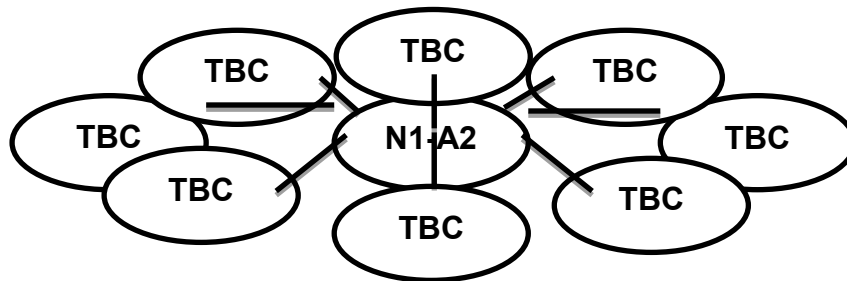
Timetable

Refer to timetable set out in LCAP.

Risks and Mitigation Measures

Refer to risks and mitigation measures set out in LCAP.

Project Linkages



Objectives Fulfilled

Scheme Objectives	1, 2, 3, 5, 6, 7, 8, 10
HLF Objectives	1, 4, 5, 8

Element Costs

Total Project Costs (Including inflation, contingency and VAT)	£22,869
Funding Breakdown	HLF - £35,400 (70.8%)
	Partnership - £14,600 (29.2%)

NI-3/02: North Isles Historic Environment – Settlement Schemes (Kettletoft, Sanday).

Summary

This element of the Settlement Schemes project would carry out a number of restoration projects on and around Kettletoft pier, which collectively would make a significant contribution to regenerating and re-purposing this settlement. These would complement the Heritage Trails and Traditional Red Phone Box Trail projects, which would both involve Kettletoft.

Element Lead

NILPS delivery Team.

Element Partners

The main partner for this element of the Settlement Schemes project would be the Sanday Development Trust. The Sanday Heritage Trust would potentially be an additional partner.

Location

Kettletoft is located on a narrow peninsula on the south coast of Sanday, overlooking Kettletoft Bay and the Elsness peninsula. Kettletoft Pier is at grid reference HY 65909 38440. The settlement is 2.1 miles from the airfield, 7.5 miles from the Loth ferry terminal, and 3 miles from Lady Village.

[location map]

Beneficiaries

This element of the Settlement Schemes project would have a significant benefit for the local community, by conserving Kettletoft's built heritage and making the settlement a better place to live, work and visit. Local businesses would benefit from increased visitor and resident footfall, and visitors would benefit from an enhanced visitor offer and experience.

Element Description

Kettletoft developed around the pier after its completion in 1866, both as a service centre and as a herring station. It developed two hotels, a post office, shops and a bank before the ferry terminal moved to Loth at the far south of the island in the early 1990s. Since then the settlement has struggled, as the greatly reduced footfall has reduced the viability of businesses. The built environment has started to deteriorate, most prominently through the fire of 2010 which gutted the stores building.

Addressing this deterioration is a priority for the local community. The Sanday Development Trust has a long-term strategy in place to acquire the former harbourmaster's house, the adjoining land and the former stores building. The potential for repairs to the store was explored in detail during the development phase of the NILPS (see X), and it was not assessed as being suitable for inclusion.

To support this community-led regeneration programme this element of the Settlement Schemes project would undertake works to various structures on and around Kettletoft pier. Collectively these would aim to bring vacant and underused space back into use, and to re-establish Kettletoft as a destination for visitors and hub for local residents. They would work together with the Heritage Trails and Traditional Red Phone Box Trail projects to greatly increase the level of heritage interpretation and visitor facilities available.

The harbour office, which historically provided office space for the harbourmaster and administered the weighbridge, would be repaired using traditional materials and techniques to improve its condition and restore its integrity. Its use would be expanded to allow for pre-arranged community use alongside harbour administration: tour guides would be able to show the reconstructed historic interior to visitors, and other harbour users would be able to use the office, for example to administer cruise ship visits or leisure use.

Kettletoft Pier, which is Category B listed, has deteriorated since it ceased to be the island's ferry terminal. Whilst the parts of the pier which directly support its use for shipping (such as the wharfage) are maintained by the Harbour Authority, the condition of other aspects is beginning to detract from its character. It is proposed to repair the flagstone paving on the oldest part of the pier, as it has become heavily degraded over time. This would contribute to making Kettletoft more attractive, which should encourage both visitors and island residents to spend more time there. There is a small brick-built stores building on the pier, probably dating from the Second World War, which is currently vacant after having been used for lobster ponds. It is proposed to convert this building to a multi-purpose commercial unit which can be leased to community groups to support Kettletoft's regeneration. Possible uses include a café, offices, a business hub for self-employed

islanders, or a visitor information centre. This would also support the Sanday Development Trust's long-term plans to restore the larger stores building at the pierhead, as that project has a similar concept on a larger scale, for which this smaller building could serve as a proof of viability. At the end of the pier is a narrow two-storey viewing tower, constructed from concrete and probably built in the 1950s or 1960s. This is currently not accessible to the public: it is proposed to refurbish it and allow visitors to enter it, so they can enjoy the sweeping views over the landscape and watch for birds or passing marine mammals. This would also attract people to walk through Kettletoft, increasing visitor footfall through the settlement. It would also provide the opportunity to install a wildlife camera to promote the island's natural heritage, accompanying the Sanday Development Trust's very popular seasonal 'Seal Cam'.

[Photos]

Activities, Outputs, and Outcomes	Activity	Outputs	Outcomes
	1. Research:	Building recording and detailed condition surveys would be undertaken for the harbour office, the pier, the small stores building and the viewing tower.	Sanday's heritage would be better recorded and understood. Dissemination of the results would enable people to learn about this heritage and better engage with it, for example through volunteering opportunities.
	2. Heritage Trail:	Kettletoft would be included on an island-wide heritage trail created as part of the Heritage Trails project.	Inclusion on a heritage trail would allow more and a wider range of people to learn about and engage with this heritage by making it more accessible to a diverse audience. It would also make the settlement a better place to live and to visit.
	3. Building works:	i. The harbour office would be adapted to make it more flexible, allowing it to be a heritage tourism attraction and occasional office for other harbour users. This would involve: replacing the rainwater goods with cast-iron traditional designs; repairing the render as required, and re-painting it; replacing the windows with double-glazed timber units to traditional designs; restoring the interior to create a heritage interpretation display.	Collectively this package of works would ensure that Kettletoft's heritage is in better condition and better managed, and that the settlement becomes a better place to live, work and visit. Through volunteering local people will develop skills and engage more deeply with this heritage.

		<p>ii. Within the area of the pier which is already surfaced with flagstones, any missing/ cracked flagstones would be replaced from local sources.</p> <p>iii. The small brick-built store on the pier would be converted to a flexible commercial unit, suitable for fitting out to offices/display area/café as required. Roof lights would be replaced with traditional designs; the roof would be repaired as necessary; the walls would be repointed with lime mortar where required; the rainwater goods would be replaced with cast iron designs; new modern glazed doors would be installed behind the repaired existing sliding doors; the window would be replaced with a traditional design; and the interior would be refitted and services installed.</p> <p>iv. The viewing tower at the end of Kettletoft pier would be repaired to allow access as a feature/viewpoint: the roof would be replaced with corrugated metal sheeting as required; the navigation light would be conserved (e.g. metalwork painted); the rainwater goods would be replaced with cast iron designs; the cement render would be repaired as necessary and repainted; the windows would be replaced like for like; the door would be repaired; and the interior would be cleared and fitted out for public access.</p>	
	<p>4. Events/ activities:</p>	<p>These works would be accompanied by a package of events and activities to</p>	<p>These events would encourage more people to engage with this</p>

		<p>maximise the involvement of, and benefit to, the local community. This would be developed with community partners, and could include: a street ceilidh, which has been a popular activity in Kettletoft over the last few years; a competition to design the interior and paint scheme for the viewing tower; traditional building skills training events incorporated into restoration contracts; and volunteering opportunities throughout the works.</p>	<p>heritage, and to volunteer their time. They would develop new skills through the training opportunities, and would learn more about the settlement.</p>
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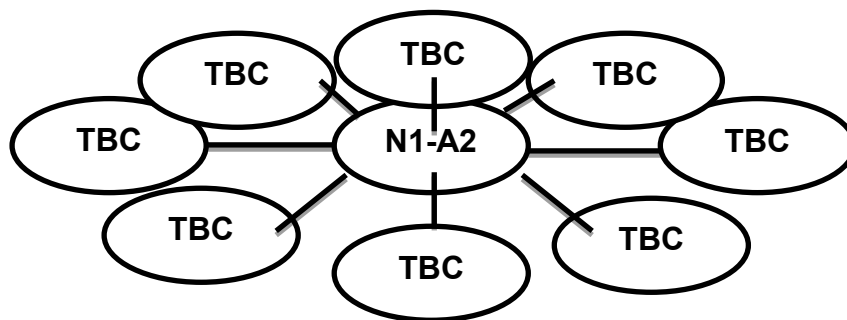
Timetable

Refer to timetable set out in LCAP.

Risks and Mitigation Measures

Refer to risks and mitigation measures set out in LCAP.

Project Linkages



Objectives Fulfilled

Scheme Objectives	1, 2, 3, 5, 6, 7, 8, 10
HLF Objectives	1, 4, 5, 8

Element Costs

Total Project Costs (Including inflation, contingency and VAT)	£104,816.25
Funding Breakdown	HLF - £35,400 (70.8%)
	Partnership - £14,600 (29.2%)

**NI-3/02: North Isles Historic Environment – Settlement Schemes (Lady Village, Sanday).
Summary**

This element of the Settlement Schemes project would complement the Traditional Red Phone Box Trail and Heritage Trails Projects by restoring the historic church gates within Lady Village. This would enhance the settlement for residents, and would support the promotion of Sanday as a visitor destination.

Element Lead

NILPS delivery Team.

Element Partners

The Sanday Heritage Trust and Sanday Development Trust would be potential partners for this project element.

Location

Lady Village is located centrally within Sanday, approximately 1 mile from the airfield, 8.4 miles from the ferry terminal at Loth, and 3 miles from Kettletoft. The site of the former East Church is at grid reference HY 69032 41186.

[location map]

Beneficiaries

This element of the Settlement Schemes project would benefit the local community by enhancing the built environment of Lady Village. It would also, in conjunction with the Heritage Trails and Traditional Red Phone Box Trail projects, improve the visitor experience and increase visitor footfall, which would benefit local businesses.

Element Description

Lady Village is the main settlement on Sanday, which contains key buildings such as the Heritage Centre, community shop and war memorial. It dates from the nineteenth century, and many of the buildings are traditionally built from local stone. The village as a whole has a distinct and strong character, and buildings are generally in good condition.

The East Church in Lady, which was a United Presbyterian church in the nineteenth century, was demolished several decades ago. The field in which it stood retains its boundary walls and ornate gates, although these are in poor condition. The field is currently privately owned and is not used.

[Photos]

This element of the Settlement Schemes project would repair the boundary wall of the former East Church site, which would improve the public realm of the village and support the field coming into community use. The ornate cast-iron gates and stone gate piers would be carefully restored to their original design and brought back into working order. A new use for the site would be identified through consultation with community partners.

Activities, Outputs, and Outcomes	Activity	Outputs	Outcomes
	1. Research:	A detailed condition survey would be undertaken of the former East Church boundary wall and gates.	Lady Village’s heritage would be better recorded and understood. Dissemination of the results would enable people to learn about this heritage and better engage with it, for example through volunteering opportunities.
	2. Heritage Trail:	The village would be included on an islands-wide heritage trail delivered under the Heritage Trails project.	Inclusion on a heritage trail would allow more and a wider range of people to learn about and engage with this heritage by making it more accessible to a diverse audience. It

		would also make the village a better place to live and to visit.
3. Building works:	The boundary walls of the former East Church would be reconstructed, including the gatepiers and gates, which would be restored to their original design.	These works would be an essential part of the package of NILPS's proposed interventions in Lady Village, and would ensure that the village's heritage is in better condition and better managed, and that it becomes a better place to live, work and visit. Through volunteering local people will develop skills and engage more deeply with this heritage.
4. Events/ activities:	These works would be accompanied by a package of events and activities to maximise the involvement of, and benefit to, the local community. This would be developed with community partners, and could include: training and volunteering in traditional dyke repair; the recreation of a historic site in the field outside the Heritage Centre; processions or events through the village; and a launch event for the former East Church site.	Through this training and volunteering local people will develop new skills through the training opportunities, and will learn more about the village.

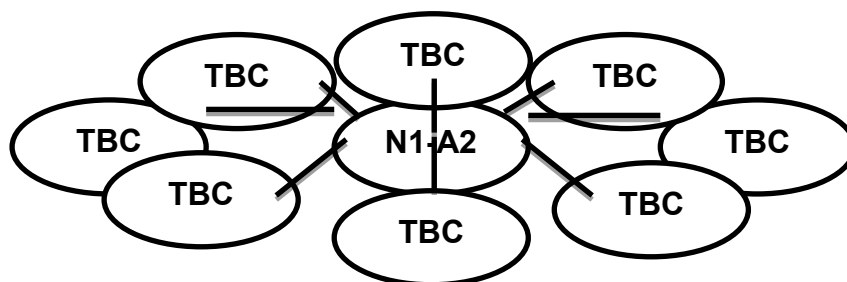
Timetable

Refer to timetable set out in LCAP.

Risks and Mitigation Measures

Refer to risks and mitigation measures set out in LCAP.

Project Linkages



Objectives Fulfilled

Scheme Objectives

1, 2, 3, 5, 6, 7, 8, 10

HLF Objectives	1, 4, 5, 8
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Element Costs

Total Project Costs (Including inflation, contingency and VAT)	£11,752.13
Funding Breakdown	HLF - £35,400 (70.8%)
	Partnership - £14,600 (29.2%)

NI-3/01: North Isles Historic Environment –Small Scale Built Heritage Enhancements (Lettan radar station, Sanday).

Summary

This element of the Built Heritage project would bring a former radar control building back into use as a small heritage interpretation centre. This would promote Sanday's Second World War heritage, which is often overlooked, and would help to revitalise the sparsely populated North End of the island.

Element Lead

NILPS delivery Team.

Element Partners

The main partner for this project element would be the Sanday Heritage Trust, which would operate the building after its restoration. The Sanday Development Trust would potentially be an additional partner.

Location

The Lettan radar station consists of a group of buildings either side of the road passing through the township of Lettan, at the North End of Sanday. The building proposed for restoration is located at grid reference HY 75824 45587. This is 7.2 miles from the airfield, 14.5 miles from Loth ferry terminal, 5.9 miles from Lady Village, and 9.1 miles from Kettletoft.

[location map]

Beneficiaries

This element of the Built Heritage project would benefit the local community by conserving and celebrating their heritage, and by helping them to learn more about it. Local businesses would benefit from increased visitor footfall driven by an enhanced visitor offer.

Element Description

The Lettan radar station was constructed in the early years of the Second World War to operate as a remote reserve station for the neighbouring RAF Whale Head Chain Home radar station to the south. Collectively this was the largest military base in the North Isles during this war, but relatively little is known about it. Remains of military buildings are found throughout the area, but many are poorly preserved or are within active agricultural land.

The community consultation in 2014 highlighted the importance of Sanday's military heritage to island-wide heritage trails, and suggested creating interpretation for display such as a scale model of the site in operation. Craignish Design's engagement in 2016 emphasised a desire to preserve these buildings.

The building proposed for restoration is one of the receiver/transmitter blocks, which lies at the northern extent of the site. It is the most accessible of the surviving buildings, as it is immediately next to the road, and is also the best preserved. Various features survive internally, including . Other buildings at Lettan and Whale Head have been altered for agricultural or ancillary domestic use, or have fallen fully into ruin.

[Photos]

This element of the Built Heritage project would conserve this building sympathetically to retain its character, ensure it is wind- and water-tight and dry, and use the interior as an interpretation display space covering the history of Lettan and RAF Whale Head. The building would either be served by mains electricity or would use solar panels to power LED lights as an off-grid installation. It would be managed as part of the Sanday Heritage Centre by the Sanday Heritage Trust. These works would create a centre unique in the North Isles for people to learn about and engage with the heritage of the Second World War.

Activities, Outputs, and Outcomes	Activity	Outputs	Outcomes
	1. Research:	A building recording and detailed condition survey would be undertaken of the Lettan radar building to better understand the site and its history. An archaeological walkover survey of military	Sanday's heritage would be better recorded and understood. Dissemination of the results would enable people to learn about this heritage and better

		buildings in the North End of Sanday would extend this to the whole area of RAF Whale Head.	engage with it, for example through volunteering opportunities.
	2. Heritage Trail:	The site would be included on an island-wide heritage trail created as part of the Heritage Trails project.	Inclusion on a heritage trail would allow more and a wider range of people to learn about and engage with this heritage by making it more accessible to a diverse audience. It would also make the village a better place to live and to visit.
	3. Building works:	The radar building at Lettan would be converted to a heritage display. Anticipated works required include: minor repairs to the exterior walls/roof; repair of the timber doors; improvements to drainage and access; provision of electricity; and furnishing the interior as a heritage interpretation display.	These works would ensure that Sanday's heritage is in better condition and better managed, and that the island becomes a better place to live, work and visit. Through volunteering local people will develop skills and engage more deeply with this heritage.
	4. Events/ activities:	Training and volunteering opportunities would be provided at all stages of the works, including surveys and construction. A high-profile launch event would raise the profile of the site within Orkney and further afield.	These activities would encourage more people to engage with this heritage, and to volunteer their time. They would develop new skills through the training opportunities, and would learn more about the island.

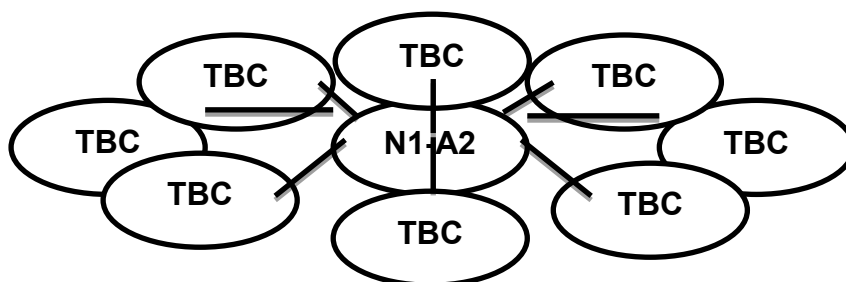
Timetable

Refer to timetable set out in LCAP.

Risks and Mitigation Measures

Refer to risks and mitigation measures set out in LCAP.

Project Linkages



Objectives Fulfilled

Scheme Objectives	1, 2, 3, 5, 6, 7, 8, 10
HLF Objectives	1, 4, 5, 8

Element Costs

Total Project Costs (Including inflation, contingency and VAT)	£59,713.50
Funding Breakdown	HLF - £35,400 (70.8%)
	Partnership - £14,600 (29.2%)

Sanday Development Trust

enhancing quality of life



AFO Report for 28 August

1. Annual accounts and trustees report – All financial information for SDT, SECIC and SRCIC is with Scholes for production of 2016/2017 accounts. Still putting together report of activities and achievements.
2. Banking – Still working with Bankline and firming up procedures. I was under the impression that online banking was supposed to simplify systems and accordingly tried to keep my processing to a minimum but it turns out that in order for the banking per se to be simplified, the supporting administrative process has to be rather more complex. I have therefore had to increase the level of processing and recording. This is disappointing because it takes more time and increases the potential for errors on our part. It may be simpler for the bank, and individual payments can go through more quickly, but overall it is not simpler for us.
3. Sales administration – With the increase emphasis on sourcing unrestricted income, a new function is emerging – sales administration. This particularly applies to the Ranger and Skills for Sanday at the moment. For example, the Ranger has carried out some functions recently which involve collecting money from Wild About Orkney and the RSPB. I have not put a huge emphasis on invoicing in the past because it has largely been room hire invoices and there has not seemed to me to be a huge need for creating a credit control process but if the trend continues, which seems likely, this will have to be addressed and it may be necessary to create yet another level of financial recording and reporting to ensure full awareness for the board.
4. Cash handling – I have had to deal with an unusually high amount of cash receipts recently, mainly due to Skills for Sanday income and the Heritage paying in book running out. (The Heritage group have a new paying in book now.)
5. Insurance – Has been updated and the three organisations and all their property are now fully insured.
6. Management accounts for first quarter of 2017/2018 included with agenda.

KH 21.08.2017

Centre Manager's report – End June- Mid Aug 2017

CAFÉ

Pam decided to open café on Mondays, following Lisa's return mid June. Her times have been set so they don't clash with the Yoga group. She seems to have steady numbers and hopefully this will increase as more tourists are on the island.

VISITOR NUMBERS

June 186

July 205

A lot of tourists are dropping in, they really appreciate, and admire this facility. These are from the visitor book, plus numbers I keep for events, cuppa cake days etc. They do not include Senior YC, Gail's drop ins, Yoga Group or SDT meetings, or Skills for Sanday.

Other updates-

Art Exhibition

I have nearly gathered all the spare prints off the ladies, and my 'peg line' has arrived, complete with LED lights, so will display these once all the prints are in.

Swishing Shed Clear out!

AUGUST 13th

Although only a few visitors called in, Tracy's group had already utilised some clothing for the rug making and it was a good chance to clear out stuff and tidy it up.

The Rag Bin at school is currently full so I will move it over once that is emptied.

Nice to see the shed is still being used and the dumping of household stuff has stopped!

General information

Continued bookings from vets, plus a local private party booked in August.

Golf set has been removed from store cupboard, so more shelving will be ordered to make use of the space and tidy up the office where there are lots of boxes hanging about!

DROP-IN REPORT AUGUST 2017

The drop-ins during the school summer holidays were well attended. I was a bit concerned about running the weekly one on an evening, but the figures for the Thursday evening were just as good as the Saturdays. As there are no youth clubs run over the holidays, this evening session fitted in with all the young people.

The prices of sweets and chocolate have gone up considerably at the shop, which means I have to raise the prices by 10p per item.

Now that school has started the weekly drop-in will be on a Wednesday. I will still continue to monitor attendance for all the drop-ins.

Gail

Drop-in Supervisor

Get Growing Community Garden Project.

Report to the Board of Sanday Development Trust – August 2017.

With approval of the planning application confirmed, there is now an opportunity to drive the project forward before the onset of winter.

1. The ground needs to be cleared and approved services installed.
2. Polycrub , polytunnel and shed erected on site.
3. The interiors of the above constructed and laid out.
4. Tools and ground maintenance equipment bought and put into the shed.
5. Wind shielding put in place.

The available polytunnel parts have been identified and listed. Emma is in contact with the suppliers to obtain any replacement parts for those missing or damaged.

The polycrub suppliers have agreed to supply the item at the original quoted price, despite a recent price rise.

Emma has organised the start of the Volunteer Programme for September. Publicity will be distributed shortly. The plan will be that the Volunteers assist in the construction of raised beds and compost bins initially. We are also in negotiations with Orkney Zero Waste about acquiring Composters/Digesters for the site. These would be free of charge.

I have received more plant donations with the promise of more cuttings to come at the appropriate time. The plants received are over-wintering vegetables which I am holding in pots until they can be planted up on site. I have also received offers of donations of wood and I have sourced a supplier of trees on the island, particularly willows for screening and to act as a wind shield. My trip to Papay has had to be put back to September, due to lack of availability on flights. This will be a very important fact finding visit which should ensure a smooth start to our operation, benefitting from the experience they have already gained.

Alan Cole 20th August 2017.

Heritage Centre Assistant Report July – August 2017

Visitor numbers, donations and shop sales again seem to be slightly up on the same time last year, as was the case last month. There have been the usual mix of visitors; holidaymakers, family tree researchers, and locals re-visiting the Centre. The Show weekend was actually quieter in the Heritage Centre than a normal weekend, perhaps as there is so much else going on, although the Lady Village Walking quiz brought a few people in, and the photographic archive is a draw for Sanday people who have moved away but come back for that weekend. A couple of notable visitors over this last month included the son of a former Start Point lighthouse keeper who used to go to school here (the Orcadian printed an article by Rod Thorne about his visit), and a 94 year old man who was born here but left to continue his education. A few of us got together to meet him, and Andrew Thompson took the opportunity to make an oral history recording of him. He was very articulate with a good memory and a passionate interest in local history and folklore.

The large version of the time spiral mentioned in the last report arrived and has now been put up outside on the wall of the Heritage Centre facing the carpark. At the suggestion of one of our volunteers, I have had it made into a postcard as well, by the same company that made the panel. A completely different timeline is to go onto the media booth at some point. I have been in touch with the man at FifeX who made it, and he has suggested that it would be far quicker and easier for him to put the timeline on the booth (which he can do remotely), as he built it in the first place. The research for it is nearly complete, and I am in the process of working out how to rearrange the categories already on it to make room for this new one, and writing the text for some new pictures.

There has hopefully been some progress in the Appiehouse Stone saga. Having been unable to pin down either the Orkney Museum or HES on the exact requirements for the display, each saying the other should be telling us, we have been in touch with SystemStorage Solutions, a company that makes museum cabinets, and told them what we need as far as we could, and I've sent more emails to HES and the museum. The museum have let us know what is needed from a curator's perspective, and HES have agreed to liaise with the cabinet manufacturer regarding the aspects of construction that are implicated in the installation of the stone, ie. a strengthened plinth, drilling of holes for the supporting brackets, and glass casing that will have to be put up around the stone once it is in place.

Further to last month's report, we have now joined the Museums Association, although have not yet received any formal notification, only an email about a conference. I shall contact them shortly if I don't receive any further communication from them soon.

We now have an updated copy of the Colliness Battery file, written by Bill Cainan who made the model for us, which makes interesting reading.

A visitor to the island recently found a bone comb, possibly Norse, on the beach at an eroding site near Newark. They photographed it on their phone, and following the instructions on the archaeology leaflet, sent the details to the county archaeologist.

It turned out that the contact details which are on the leaflet are out of date, and when I phoned her she had not received the email, which had to be re-sent using a slightly different address. However, she arranged for me to take the comb to the museum the next time I was in Kirkwall, and I have been correcting the remaining leaflets at the Heritage Centre by hand.

The archaeologists working on Cata Sand have asked about making a display for us of their findings, an offer which was gratefully accepted!

Sanday Ranger Service Report 28th June 2017 to 28th August 2017

Advertised Ranger Events

28/06/2017	Backaskaill evening walk	2	03/08/2017	Beach Bioblitz	5
29/06/2017	Volunteer Rangers Launch	1	05/08/2017	Soulka Rock Pooling	12
01/07/2017	Lighthouse Tour	8	07/08/2017	Doun Helzie Walk	25
03/07/2017	Cata Sand walk	0	08/08/2017	Lighthouse Tour	20
06/07/2017	Health Walk	4	10/08/2017	Health Walk	3
08/07/2017	Wild Flowers Walk	9	12/08/2017	Whitemill Bay Walk	4
10/07/2017	Westside Coast Walk	6	14/08/2017	Spur Ness Walk	3
13/07/2017	Scar Circular Walk	9		TOTAL	72
15/07/2017	Beach Bioblitz	6			
16/07/2017	Dragonfly Day	7			
17/07/2017	Scuthvie Bay Walk	0			
20/07/2017	Health Walk	5			
27/07/2017	Geramont Circular Walk	6			
29/07/2017	Quoyness Walk	12			
31/07/2017	Lopness Coastal Walk	1			
	TOTAL	76			

Summer has been very busy with lots of visitors to the island attending events and contacting for information. The Lighthouse tours and a trip to Doun Helzie have proved extremely popular and I have had to cap tour numbers at 20 for the Lighthouse to make it manageable. I have received several enquiries from visitors who would like a private tour as they are visiting on days when there isn't a Ranger event or they have specific requests for sightings etc.

Volunteer Rangers has run throughout the summer season and although attendance numbers have been low, we have managed to work on benches & information boards at Scuthvie Bay, Whitemill Bay and Lopness as well as repair and renovate one of the old bird survey hides ready for use. It is hoped that we will be able to get this out in the field for use in September all being well. Over autumn and winter, volunteer rangers will be run on an ad hoc programme as and when the weather is suitable. We are hoping to trial some different improvements to beach access over the winter to see what survives the storms!

Some other activities

- Continued monitoring of leaflets and stocking up when required.
- Mock-up of new Sanday leaflets to replace Archaeology/Heritage/War and Birds/Mammals/Flowers.
- Completion of September programme of events.
- Support for WDC Shorewatch volunteer group as well as partaking in occasional surveys.
- Sanday Sound Newsletter for June & July/August.
- Organisation of and guiding on two specialist Association of Lighthouse Keepers day tours of Start Point Lighthouse – 9th July and 17th August. The groups have already booked for 2 visits in 2018!
- WEBS counts for BTO.
- Responding to hugely increased numbers of queries and requests via Facebook, telephone and email.
- Continued promotion of Sanday Ranger Facebook page and answering queries generated by page:
 - 1307 likes / post reach of 662,477 people since page launched.
 - 22 new likes during reporting period / post reach of 19,106 people during reporting period
- Continued promotion of Sanday Ranger Twitter feed.
- Planning for the Volunteer Rangers work party group which will start in July.

Emma Neave-Webb 17th August 2017



Sanday Development Trust Directors Report August 2017

Learning Coordinator: Tracy Ranger

Well I managed to crack it! Shearing course went ahead against the odds on 13th & 14th July. We have 5 participants for the full course, and 1 for a refresher one day session. Robbie Gilholm very kindly hosted the course for us at Hammerbrake. Communication was very spasmodic with the Orkney Business Ring, and I have to say they were not very well organised, which meant accommodation requirements for the day were not passed on to us, despite numerous requests, which resulted in some rearrangement of Robbie's barn, but we got there.

The first day was hard work and warm but I think everyone learnt a lot. The second day was disappointing on numbers. Only two completed the course, John Boyd and Michael Sedgwick, both gaining their blue shearers award – so well done to them.

Skills for Sanday sponsored 50% of the cost of the course.

Activities, Events and Workshops

- **The Saturday Morning Kitchen** There have been two kitchens since my last report - July Rona Towrie made bere bannocks and oat cakes, and August Geoff Betts filleted a salmon and cooked a crab and a lobster for us. We had a bit of a surge in numbers – 8 for July and 12 for August. I am wondering though whether this has run its course. Will try and gain some feedback on whether folks would like this to continue and whether we maybe go ahead in a different format.
- **Touch Typing** – a touch typing tutorial was organised for Friday 7th July. I have really struggled to get anyone vaguely interested in doing anything that may help with employment prospects or general life skills so have decided just to organise this and see how many bookings we get – the answer was 0!
- **Peg Loom Weaving** - Simone Kirk was coming over from Stronsay to run this course for us. I had a lot of interest when I posted information about it on facebook but unfortunately only managed to get 3 bookings due mainly to holidays and sickness. I therefore sadly had to cancel this course, but hoping to reschedule for October. I need a good number as tutor and material costs are relatively high for this.
- **Patchwork & Quilting Course** – the second of two workshops is planned for Saturday 2nd September with Tracy Willing as tutor once again. We shall be making a quilt out of a 'jelly roll'. 8 bookings already so hoping this will go ahead as planned.
- **Dry Stone Dyking** – we are revisiting this course again this year as have had a few enquiries for it so hoping they will turn into bookings. Planned for Friday & Saturday 8th & 9th September – 2 half days.

- **Contemporary Drawing** – classes will start middle of September on a two weekly basis, I hope in the art room at the school. Jim Walker will be tutoring and they will run from 10 – 12.
- **Ceramic Bowl Workshop** – again two half days on Saturday mornings to make and decorate a ceramic bowl with Kirstie Bruce. Saturdays 7th & 21st October.

Craft Group

The Craft Group continues to be popular on a Wednesday evening. Rag rugging and tatting are coming up in the next couple of weeks as a change from crochet for a while.

We have been given quite a few supplies of various things by Beth Loft including needle felting kits, card decorating items & paper crafting supplies which were gratefully accepted, so plenty in the pipeline.

Skills for Sanday Exhibition

I am planning put on an exhibition for the September Soulka weekend of work produced on Skills for Sanday courses. This will of course include the Craft Group, but will also include baskets, rope mats and patchwork. We will also offering tea and homebakes during the exhibition at HF produced and supplied by Lisa Scott.

Activities being researched:

- Conversational language courses, possibly French and/or Spanish
- Courses for next year to be run in conjunction with the Community Garden
- Felting
- Educational courses

Tracy Ranger, Learning Coordinator

Projects and Grants Officer's report - August 2017

Care for Sanday

- ◆ Morven visited Sanday and had a stand at the North Isles Sports and revisited Sanday on the Wednesday to specifically meet with members of the afternoon club, held in a drop-in session and met with other members of the community and stakeholders whilst here.
- ◆ Sanday had an amazing 130 responses from 169 surveys delivered. This is an astoundingly high response rate (much better than the other isles involved) and thank you notes have been sent to all those who delivered the surveys
- ◆ Invoice sent to HSCHT to reclaim the 75p per survey delivered. The Trust invoice covers those delivered by Stronsay and Shapinsay as well. In due course invoices will be received from those Trusts for us to pay/reimburse.
- ◆ Weekly phone meetings being held with HSCHT to ensure project stays on track, all going fine at the moment.
- ◆ Draft report on the results of the survey currently being prepared and first draft should be available shortly.
- ◆ Prize draw – Anna Halford is the winner for Sanday. The other islands have been notified of their winners.

Skills for Sanday

- ◆ Things have been intentionally ramped down over the summer and some annual leave used up.

Get Growing!

- ◆ Laptop finally purchased after much toing and froing – the models available at the budget we were working too were no longer available and a different laptop had to be sourced.
- ◆ Despite requesting that the five year lease be invoiced as a lump sum, an invoice was received for only one year - £15. This has been passed for payment.
- ◆ Planning permission has been approved and so materials can now be ordered ready for work to start

Ranger Service

- ◆ Scope has been ordered and I believe it has now been collected too.
- ◆ Visitor numbers to the island remain high
- ◆ Emma's two years are up on 12th October, after which she will be employed on a permanent basis (in line with current legislation)

Drop-ins/Heilsa Fjold

- ◆ Disabled sign has not been installed due to incredibly hard ground! Steve Ray has offered to help with making the holes 😊
- ◆ Storage is a growing issue. I purchased two filing cabinets from Beth Loft and have donated one of these to the Trust. Jane is organising more shelving for the store room

Kettletoft

- ◆ Met at Harbour House with Steve, James, Liz and Sandra on 18th August in order to finalise a rough layout. These draft plans will be available at the board meeting.

Heritage Centre

- ◆ Myra to confirm when external painting works are complete so that they can be diarised for 3 years' time. I'd requested a copy of the risk assessment that was undertaken for the file as blow torches should have been used to remove old paint (as clearly specified in the Lease) however Ruth has informed me that blow torches were not used.

Your Island Your Choice

- ◆ Nothing to report – no progress since the last board meeting

THAW Orkney

- ◆ Cheque has been sent.
- ◆ I believe there have been a lot of applicants from Sanday for the Development and Support Officer role.

Misc.

- ◆ Spent a chunk of time working on the 'gym referral' application form. A long list of queries and comments have been raised with Gail and I'm still awaiting response to these. I noted that the recent Orkney Healthy and Sustainable Communities meeting this week had an update on a 'prescribing fitness' pilot that has been run on mainland. I've therefore contacted Sue Baird of NHS Orkney to request a bit more information in order to avoid duplication of efforts and await her response.
- ◆ School/community minibus: the school is now without a minibus and options open to the school are limited as part of a statutory authority and with the strict OIC requirements relating to the transport of school children. Following discussion of ideas with Fiona Morrison of SSE, a meeting was held on 21st August at HF with representatives of key groups (Community Council, Community Assoc, School, Afternoon Club, SECIC, Youth Club, Parent Council, Development Trust) in order to discuss the scope and possibility of a community bus (as opposed to the ferry bus). There was general agreement that there was scope and demand for such a wider community service and that this could meet the majority of the school's needs. The Afternoon Club will be meeting ASAP to discuss the possible disposal of their bus to SECIC to allow such an option to be developed. SECIC are looking to replace their existing bus, possibly for an electric one, and the existing bus may well become the 'new' community bus in due course (the afternoon club bus is nearing the end of its life). I've provided information on Scot Gov's interest free loan to businesses for the purchase of electric vehicles to SECIC, along with a basic setting out of the steps that are required. I will remain a central point of contact for now to help ensure things move forward. Fuller notes on the meeting are attached.
- ◆ Rachel Bowes is the new empty homes officer for OIC. She has been in touch to advise that she's working with owners of local empty homes in order to help overcome any obstacles that are keeping these properties empty.

Training/networking

- ◆ Attended a webinar on delivering community housing on 22nd August. Some interesting points noted and some of this will be useful for when preparing the full application to the Islands' Housing Fund.
- ◆ Climate Challenge Fund: Attended a session in Kirkwall regarding this fund. The deadline for Expressions of Interest is 28th August. Following a discussion with Steve, I'm aiming to submit an expression of interest. This will provide breathing space to allow the board to decide whether to continue with an application or whether it would be better to hold off and perhaps aim for the next year (assuming that it is run again next year) instead. Irrespective, it was also an opportunity to learn more about the support and materials available from

Orkney Zero Waste, Zero Waste Scotland and other related organisations, some of which can support existing projects such as the community garden and Skills for Sanday.

I'm always available if anyone has queries between meetings that I can help with. Please email me at pgo@sandaydevelopmenttrust.org.uk

Brief Summary of Minibus Meeting – Monday 21st August 2017, 7pm @ Heilsa Fjold

Present:

Steve Ray (Sanday Development Trust)
Imogen Sawyer (Sanday Development Trust, Parent Council)
Tracy Ranger (Community Association)
Jacqueline Seatter (Community Association, Community Council)
James Muir (Community Council)
Raymond Brown (Community Council)
Ruth Brough (Parent Council)
Maggie Dearness (Community Association, Youth Club, School)
Janet Rendall (SECIC)
Keren Pugh (SECIC)
Martin Sawyer (SECIC)
Liz Slater (Afternoon Club)
Lillian Harcus (Afternoon Club)
Jim Harcus (Afternoon Club)
Kristen Muir (School)
Wendy Bowen (School)

1. Steve Ray (SDT Chair) welcomed those present and thanked them for attending. He advised that the school bus was now off the road on a permanent basis and this meeting had been held to look at options, not only for the school but the community as a whole.
2. Imogen Sawyer (PGO, SDT) gave apologies for Fiona Morrison and explained that she is unfortunately unwell and was unable to travel. She went on to summarise the current situation:
 - OIC have refused to assist with funding a minibus
 - SSE are unable to fund a school minibus as that would be funding a statutory authority
 - School has a very limited travel budget
 - There are possibly other groups who could make use of a community bus
 - The provision of a community bus is an approach that SSE are keen to see the community investigate
3. Wendy Bowen (Head teacher, Sanday Community School) set out the reasons why existing buses on the island are not suitable for school use:
 - SECIC bus – not practical for private hires due to bus timetable
 - Afternoon Club bus – can't be used as the bus used for the children must be provided by reputable transport company or be OIC owned
 - Red minibus – quotations have been requested in the past but Ann possibly has difficulty in securing drivers due to their other work commitments and the cost quoted reflects this
 - Flexibility is key to the school making the most of opportunities that support learning and the curriculum
4. Imogen then asked those present to split into 3 groups, with each group tasked to put together a list of uses for a community bus. Evan (current driver of the Afternoon Club bus) and Emma (SDT, Ranger) were not present at the meeting but their prepared comments were circulated to each group. It was noted that the results/suggestions from each group overlapped greatly, which helps to demonstrate that the uses proposed are realistic.

<p><u>Group 1</u></p> <p>After school clubs transport Ranger tours and events Afternoon club School trips – on and off island Youth club – special events and transport to and fro on a weekly basis Private hires – weddings, funerals, field club Show day transport Transport home after dances and events Brownies/guides/cubs/scouts Sports teams for travel to fixtures Spare for boat bus and for over flow on busy days Any community group</p>	<p><u>Group 2</u></p> <p>Afternoon club Tuesday shopping (moving from main bus) Afternoon club trips to Kirkwall and locally PE on Thursdays (Aug-Oct, Apr-June) Bus for public transport to airfield Bus to take children home from Youth Club Bus available for public hire with a driver</p>		
<p><u>Group 3</u></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>School trips Group trips to mainland Guides/brownies Afternoon club Community garden</p> </td> <td style="width: 50%; vertical-align: top;"> <p>Bus service for special events – link in with existing service (i.e. parish cup, show day) Ranger events Afterschool clubs Private hire for weddings, funerals etc</p> </td> </tr> </table>		<p>School trips Group trips to mainland Guides/brownies Afternoon club Community garden</p>	<p>Bus service for special events – link in with existing service (i.e. parish cup, show day) Ranger events Afterschool clubs Private hire for weddings, funerals etc</p>
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5. Discussion started on the type of bus needed - internal lift, around 16 seats - and Janet (SECIC, Chair) then brought into the discussion the aspirations of SECIC to replace the existing bus. Imogen summarised funding options that were available for community buses (including specific funding and interest free loans to support the introduction of electric vehicles) and explained that some of these may not be available to the main bus service/ had a low likelihood of being funded (even though the organisation may technically qualify for the funding), whereas a community bus was more likely to succeed. Imogen also noted that grant funders will not fund the purchase of a second hand vehicle – it would need to be new.

Maggie (Youth Club/Community Association) requested clarification on the Afternoon Club's intentions regarding their bus and Liz Slater (Afternoon Club, Chair) stated that it was unlikely they would be able to keep their existing bus service for the club going for much longer – the bus was getting older, their main driver is looking to move away from the island and the likelihood of securing another driver (of a young enough age to not incur insurance premium hikes) was low.

It was noted that funding could be available via the Community Council to assist with the cost of MIDAS training.

In light of these comments, it was suggested that a possible way forward was for the Afternoon Club bus to be donated to SECIC for use in providing a 'community' service, alongside the business focussed 'public transport/ferry' service. This bus could be used for 2-3 years and

allow time for a community service to become established and to measure demand. This would then put the community on a stronger footing for making grant applications in the future, as there would be a proven track record and viability could be evidenced.

Steve Ray therefore put forward the following proposal for a way forward to the group:

- i. Afternoon Club committee meet to discuss and decide whether their existing bus be donated to SECIC (Liz agreed to schedule an additional meeting in order to achieve this ASAP)
- ii. SECIC to meantime commence planning for new community bus (requirements, costs, booking, insurance, etc), so the service is ready to launch if approval for disposal is received from the Afternoon Club committee
- iii. SECIC launch new community service
- iv. SECIC continue to investigate and further their aspirations to purchase a new minibus for their main service
- v. If such a minibus is purchased, the existing main bus could then become the community bus. Otherwise, options could then be investigated for securing funding for a replacement community bus (as the donated Afternoon Club bus will probably be at the end of its life by then)

All present were in general agreement. Imogen agreed to act as a central point of contact regarding this matter and the meeting was then brought to a close.

NB it should be noted that the above is a summary of key points, it is not a minute of the meeting and there were many separate points raised, ideas suggested for how a community service should be run and discussions had around the table that are not included in this record.

Sanday Renewables Community Interest Company

Company Registration Number: SC263577



Report for Sanday Development Trust 28th August 2017

The co-venturing agreement between SRCIC and Scottish & Southern Electricity (SSE) continues as planned, with SRCIC receiving a share of income on an annual basis. Expenses such as a management fee, operational costs and exceptional costs are deducted from the gross income before SRCIC's 10% is calculated. The loan repayment is then deducted (the loan from SSE for SRCIC's share of the cost to establish the windfarm) and the balance paid to SRCIC. SRCIC then donates a negotiated sum to the Trust and the balance is held in the SRCIC bank account. Arrangements are underway to transfer some of this balance to an interest-paying account. This year's payment (1/4/16 to 31/3/17) of just under £60,000 was disappointing but there are three main reasons for the decrease:

1. This was the first whole year to be affected by the abolition of LEC payments
2. There was an exceptional cost (SRCIC share was about £2500) for repair of lightning damage to one of the turbines
3. There were several months of light winds in the summer of 2016 which led to reduced generation

At the beginning of this year SRCIC was offered the opportunity to share in increased revenue by investing in a software upgrade which allows the turbines to continue to generate in higher winds than was previously possible. It is expected that increased revenue will be seen from next year. With Trust expenses for salaries and running costs increasing every year and grant-funding becoming more difficult to source, the Windfarm income will become vital to the continuation of Trust activities. In order to guarantee funding for new projects it is likely that an increased income stream will be required. Consideration of how this is to be achieved should be undertaken sooner rather than later.

Sandra Towrie, Chair, SRCIC

22nd August 2017

Bank charges	86	86	0	0	0	0	0	0	0	0	0	0	0
Subscriptions	164	90	0	74	0	0	0	0	0	0	0	0	0
Training	144	0	0	0	0	0	0	0	0	0	0	0	144
Property	884	0	0	0	0	0	0	0	0	0	0	884	0
Total expenditure	27,706	10,218	3,270	3,626	2,804	13	2,320	53	1,094	703	17	3,444	144
Budgeted expenditure	289,966	55,466	19,582	22,229	15,732	540	15,942	5,000	5,575	300	85,000	26,600	38000
% of annual budget expended	10	18	17	16	18	2	15	1	20	234	0	13	0