

Sanday Development Trust

enhancing quality of life



Agenda for the meeting to be held at Heilsa Fjold on Monday 3 July 2017 at 7.30pm

- 1. Apologies for absence** To decide whether consent should be given for absence. (In consideration of article 73(g))
- 2. Sanday Development Trust – Our journey to community asset ownership** Presentation by Imogen Sawyer, Projects and Grants Officer
- 3. Membership** To note the resignation of F Campbell
- 4. Minutes of the last meeting** (Attached) The board are asked to confirm that the minutes of the meeting held on 29 May 2017 are a correct record and to authorise the chair to sign the minutes.
- 5. Matters arising from the minutes**
 - 5i. Communications (11vii)** To discuss further the concern expressed of the need to raise the profile of the Trust.
 - 5ii Ranger tours (16)** To consider further the proposal for tours to be incorporated into the ranger role.
 - 5iii. Quarry (18)** Update
 - 5iv. Other matters arising**
 - 6i. Staff reports** To receive reports from staff as follows: AFO (attached); Centre manager (attached); Family drop in supervisor (attached); Heritage Centre Assistant (attached); Skills for Sanday (attached); Ranger (to follow); Get Growing Manager (to follow); and PGO (to follow).
 - 6ii.** To consider matters raised in staff reports
 - (a) Terms of reference, Surgery group** (attached)
 - (b) Gift aid**
 - (c)**
- 7. Finance report** To receive fund balance report for 2016/2017 and final management accounts for 2016/2017 (attached)
- 8. Harbour House Update**
- 9. Application to community donations fund** (attached) To consider applications from the Duke of Edinburgh award scheme and Craft hub.
- 10. Any urgent business** (Any urgent matters that need a decision to be made before the next meeting)

11. Any other competent business

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

28 August 2017; 16 October 2017; 4 December 2017; 22 January 2018

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AFO Report for 3 July

1. Finance reports attached for end of 2016/2017. I plan to catch up with the beginning of 2017/2018 as soon as everything is tied up and with Scholes.

2. Surgery group terms of reference. We have tightened up the procedure regarding spending by the surgery group. Amended terms of reference are attached for your approval. Nothing untoward was happening but it is more clearly documented. You are also asked to approve an addition to the terms of reference to allow small purchases to help keep Flebister House in good decorative order, eg tins of paint. This would be to maintain a pleasant environment, more conducive to patient well being. We have opened an account with a medical supplier which should help streamline the ordering process.

3. Gift Aid. The gift aid rules have been simplified so that it is now probably worthwhile being registered and claiming gift aid. We have a couple of gift aid donations that we can claim, plus we can claim for some of the donations to the Heritage Centre if they are in gift aid envelopes. This would involve some extra work, and a small outlay for envelopes and ink stamps. I went ahead and registered with HMRC, but as there is some work and financial outlay involved, I would like your approval before continuing.

4. Pay review has been applied.

5. On line banking - We had a slight hitch which turned out to be related to the short time allowed between setting up a payment and authorizing it. All resolved. Interestingly I'm finding that with the increase of online invoices and payments it is necessary to keep meticulous written records and it is quite easy to temporarily mislay items which can then take a while to find.

6. Data Protection

New regs in place for May 2018. EU based but will be adopted by UK Govt. Essentially amounts to more rigorous documentation of personal data. We don't hold much and only use it for HMRC and Companies House but we will have to examine procedure, including system for removing and informing people and document it all.

7. Short guide to being a trustee *Source - VAO Newsletter May 2017*

'Five Questions that will make you a smarter Trustee

'Whether you're a new or longstanding charity trustee, here are five questions that you should be prepared to ask: 1) Please can I have a copy of the governing document? 2) Is this within our charitable objects? 3) Where's the money going? 4) Please can you explain that to me? 5) How exactly does this benefit our beneficiaries?'

Centre Manager's report – End of May –Mid June 2017

CAFÉ

Pam is doing a great job keeping the café going and it still proves popular. She has only been open for a couple of weeks on Mondays but is starting to get a build up of customers I have asked Pam if she wishes to continue doing Mondays once Lisa returns (which could be in 3-4 weeks time) and I await her decision.

VISITOR NUMBERS

May- 216

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

Sadly the lovely framed prints would not stay put on our walls, Caz and I considered they were too heavy and she didn't want her hard work of mounting them all getting damaged.

I will talk to the ladies to see if they have spare (unmounted) prints that I can display at a future date.

Swishing Shed Clear out!

My next event on August 13th will be a clear out of the Shed as its getting quite full and some items have been there a while so it would be nice to make room to encourage new stock. I am encouraging folk to come along so they can pick stuff out for gardening etc, or even to use to upcycle into something else, so I will gather ideas from the internet to support this.

General information

The centre is still being used a lot, and continues to get great feedback from visitors.

There are regular room hire bookings from Northvet however when I approached them, they won't commit to doing a mini surgery on a regular basis and prefer to keep it ad-hoc.

DROP-IN REPORT JUNE 2017

Over the summer holidays the drop-ins will be on Thursday evenings 6-8pm and the usual time on Saturdays 2.30-4.30pm.

I have compiled the usage figures from April 2016 to March 2017. They are as follows:

Saturdays	699
Wednesdays	254
TOTAL	953

Christmas and other school holidays along with special events on the island will impact on the numbers.

The drop-in is still very popular with the youths on the island.

Everything is ticking over nicely.

Gail

Heritage Centre Assistant Report May – June 2017

Although difficult to tell as not everybody signs the visitor book, it seems to be slightly busier in the Heritage Centre this year so far. As in previous years, there have been visitors whose ancestors were from Sanday and they have been researching family trees - it is always a relief if the surname is not Muir or Scott of whom there were hundreds at one time, and using a very small selection of Christian names! Shop sales, Heritage Centre donations and Croft donations are all up this year compared to the same period last year. Interestingly, it is the Croft donations that have increased the most percentage-wise – perhaps recent events have made people more nostalgic for what could be perceived as a simpler time?

The shop now has a slightly altered layout, we have replaced the shelving that was on the wall with a new bookcase and have a selection of new stock such as necklaces and pin badges with various Norse, Celtic, or wildlife designs; Viking colouring cards; Scottish, Viking or WW1 rulers; runic alphabet pencils – all from Westair Reproductions – and Fair Isle design hats and scarves knitted by Sandra Towrie. I have tried to stock items with as much relevance to Sanday as possible.

We have recently put up a small timeline board designed by Anne Bignall and Rod Thorne, with a larger one ready to go on the outside of the building. I have spent some time researching dates for that and a separate timeline that Emma is going to put onto the media booth.

The Heritage Group have met with Alister Brown to discuss various heritage related proposals for the NILPS, having previously read through the project draft which Rod Thorne had put a lot of work into adding points and suggestions, such as creating various ‘outposts’ in the old airhut, weighbridge and phone boxes.

There have been problems with leaking pipes under the sink in both the kitchen and the workroom, and while one of our members has been successful in sorting out the former, I resorted to calling in Duncan Rae to look at the latter as it is particularly inaccessible.

I have been looking into the Heritage Centre joining the Museums Association, weighing up whether it would be better for me to join as an individual or the Heritage Centre to join as an institution and deciding that an institutional membership would be best. Membership rates are on a rising scale according to operating budgets, and ours comes well within the lower range, and benefits include a monthly copy of the Museums Journal, free access to various online resources, ethical guidance, advice and support from MA staff, discounts on their publications, free copy of the Museums Services Directory, discount for staff or volunteers to undertake their professional development scheme, and possible grants.



Sunday Development Trust Directors Report July 2017

Learning Coordinator: Tracy Ranger

I have been trying very hard this month to get a shearing course organised. I have 2 farmers interested plus 6 other smallholders/crofters. I have been speaking to the Wool Board direct, Orkney Business Ring and also the Scottish Crofters Association, but it really all boils back to a Wool Board shearer running the course for us. The cost per candidate works out to £222 inc VAT. I have asked the Agricultural Association if they would be willing to part fund it and they didn't think so. I would love to run this course but I think we would have to subsidise it greatly, so unfortunately I can't see it happening.

Activities, Events and Workshops

- **The Saturday Morning Kitchen** unfortunately is currently struggling to get enough interest. After having just 4 for the May kitchen, we were down to 2 for June when Gill Best baked bread rolls and drop scones for us. I am running a kitchen for July (Rona Towrie bere bannocks) and August (Geoff Betts filleting salmon and cooking seafood) but I think we should review it after that if numbers don't increase.
- **Photography Skills Course** – An outdoor course to teach people how to use their own cameras to capture nature and wildlife. Led by Adam Hough - Wildlife photographer and Illustrator. A further 6 week course for 4-5 people was now planned Friday 16th June, but I only had one booking therefore the course was cancelled sadly.
- **Straw Work Course** – led by Sandra Higgins, Orkney Arts & Crafts. A one day course aimed at showing the technique of straw work with a view to making a small basket by the end of the day. This course took place on Friday 25th May and was a really good day and enjoyed by everyone who attended. 12 attendees.
- **Patchwork & Quilting Course** – the first of two workshops was planned for Saturday 10th June. Unfortunately, Jean Coomber who was coming over from Shapinsey to run a beginners workshop, was taken ill and Tracy Willing very kindly stepped in at the last minute. We had 8 attendees and the day was excellent. A further workshop is planned for September with Tracy Willing as tutor once again.
- **Car Maintenance** - This took take place on Saturday 24th June. The weather just about held out but turnout disappointing at 3. There were 2 no shows and one cancelling the day before. This confirms that money must be taken up front for courses as it is too easy to not bother on the day. Disappointing.
- **A FRAYED KNOT** – another workshop scheduled for the end of October to make a Christmas Wreath out of salvaged rope. A lot of interest in this. Date to be confirmed.

- **Touch Typing** – a touch typing tutorial is being run on Friday 7th July run in house. 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.
- **Peg Loom Weaving** – Simone Kirk is coming over from Stronsay to run this course for us. I had a lot of interest when I posted information about it on facebook so hoping these will turn into bookings. Date confirmed as Friday 21st July.

Craft Group

The Craft Group is proving to be very popular with an average of at least 12 attendees each week. We are still crocheting but may move on to another topic in a couple of weeks depending on feedback. There is a really good and friendly atmosphere.

The group have been very enthusiastic about the suggestion of a Craft Hub, so a smaller group of us have got together in order to try and get this up and running in the next couple of weeks. Temporary accommodation has been secured, we are applying for a grant to cover some of our costs and a commission will be taken from each sale to provide some money in the hope that the project will continue next year. We will be open on Wednesdays, Saturdays & Sundays – 11.00am to 3pm. The Hub will be managed on a volunteer basis. All Sanday residents will be offered the chance to provide craft and art items for sale, providing they are made on the island, commission will obviously apply to these items also.

I am also talking to the Soulka group with a view to putting on an exhibition for the September 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 are also looking to offer tea and homebakes during the exhibition at HF.

Activities being researched:

- A further drawing course following on from the short course run last year. Jim Walker is now confirmed as tutor – probably looking to start July and hoping to secure the school art room for the sessions – now postponed to September as several interested parties away on holiday July/August.
- More courses relevant to Agriculture/Livestock – Crofting Association offer a wealth of animal welfare and husbandry courses – these are detailed in the next Sanday Sound for feedback. Flett & Carmichael are also happy to come and do an Equine First Aid Course and I have had a bit of interest in this.

Tracy Ranger, Learning Coordinator

Sanday Ranger Service Report 21st May 2017 to 27th June 2017

Advertised Ranger Events

22-26/05/2017	Orca Watch Week	21	02/06/2017	Puffin Walk	10
27/05/2017	Lighthouse Tour	7	05/06/2017	Cata Sand Walk	0
30/05/2017	Archaeology Walk	3	07/06/2017	Health Walk	1
TOTAL		31	09/06/2017	Whitemill Bay Walk	2
			12/06/2017	Quoyness Chambered Cairn	8
			17/06/2017	Lighthouse Walk	12
			19/06/2017	Orchids Walk	6
			20/06/2017	Solstice event	31
			24/06/2017	Rockpooling CX	12
			26/06/2017	Spurness Walk	4
			TOTAL		86

June in particular has been a very busy month with events and enquiries from visitors. This looks as though this is going to continue in the coming couple months and prove to be a busy season for tourists.

Stoat trapping continued throughout the period, however nothing has been caught and there have been no further sightings or reports. SNH/RSPB have confirmed that traps can be brought in by 2nd July and this is scheduled to take place on Friday 30th June with all traps being removed and taken back to the Stromness RSPB office. Hopefully, this is the end of the Sanday stoat saga although posters and information will remain in the public domain should there be any further or new sightings.

The bird surveyors left the island in early June having spent 6 weeks carrying out comprehensive wader and seabird surveys. All results will be passed to me for circulation in the future. The only site not covered was Ness of Brough, but I am hoping to cover this for them in the coming week. Corncrake reports have been few and far between throughout Orkney, but I have received 2 reliable reports, plus 1 confirmed report this month. It did come as a bit of a surprise to find out that Christine Skene (our SNH Kirkwall contact) has left and is now the Corncrake Officer for RSPB Orkney. At present I do not know who my SNH contact in Kirkwall is to replace her as we have not been informed of any change.

Bag the Bruck bags have finally been collected (by 20th June).

Some other activities

- Updates on Sanday leaflet and work with the Heritage Group to ensure leaflets are being stocked up in all places.
- Completion of July/August programme of events and planning for September school events.
- Planning for the Volunteer Rangers work party group which will start in July.
- Meeting with Alister Brown, NILPS on 22nd June 2017
- Meeting with Ross Irvine (OIC Access Officer) regarding coming Core Paths informal consultation and Eileen Summers (OIC) regarding Bag the Bruck on 22nd June 2017.
- Impromptu (& successful!) Orca watch with 8 residents following a report of a sighting off Stronsay on 20th June.
- Support for WDC Shorewatch volunteer group as well as partaking in occasional surveys.
- Lead Wildlife Guide on Northlink Ferries Orkney Nature Festival cruise as Sanday Ranger (including lots of good promotional and PR opportunities)
- Attendance at Heritage Group meeting on 1st June 2017.
- Liaison with Orkney-based artist and jewellery maker regarding a beach day in late summer (in conjunction with Skills for Sanday).
- Junior Rangers after school group.
- Sanday Sound Newsletter for June & July/August.
- WEBS counts for BTO.
- Responding to increased numbers of queries and requests via Facebook and email.
- Continued promotion of Sanday Ranger Facebook page and answering queries generated by page:
 - 1285 likes / post reach of 643,371 people since page launched.
 - 16 new likes during reporting period / post reach of 12,975 people during reporting period
- Continued promotion of Sanday Ranger Twitter feed.

Emma Neave-Webb 27th June 2017

Get Growing! Community Garden Project

Report to the Board of Sanday Development Trust – June 2017

To date, the planning application is still ongoing, with OIC Roads department now asking about pedestrian access to the site despite the fact this was covered in the initial application. Information has been sent back to them and I am waiting to hear if this is acceptable. The invitation to tender for groundworks, polytunnel & polycrub construction and shed & fencing erection was placed in the Sanday Sound for the second time during May and we have now received one tender to cover the full works and are now discussing options with the applicant before getting a final price. They have also expressed interest in building the shed which comes in much cheaper than other Orkney suppliers.

Alan has been busy collecting and repotting/potting on various donations of plants from residents and we now have 163 donated plants in various locations which need regular attention and weeding.

I made the most of a Sunday Excursion trip to Papa Westray earlier in the month and visited the Papay Market Garden which has been established just over a year. It is a thriving organic garden which is already well-established and a welcome addition to the community. The project is run with a very similar ethos to that which we would like to achieve and the project manager there is very keen to work with us and offer advice where she can. I am hoping Alan can visit in the next month to see first-hand how a similar project to ours can work.

Emma Neave-Webb 27th June 2017

Projects and Grants Officer's report - July 2017

Care for Sanday

- ◆ This has taken up much of my time since the last board meeting
- ◆ Inception meeting held
- ◆ Questionnaire and cover letter reviewed with C4S group
- ◆ Proofing of posters, letters and surveys
- ◆ First invoice has been paid – (Trust reclaims this retrospectively) as per contract terms
- ◆ Met with other Trusts involved on 12th June to finalise questions
- ◆ Delivery plan organised with Sandra and mailing prepped for collection by volunteers
- ◆ Surveys should all be out by the time of the board meeting – hand delivery by volunteers should increase the rate of return
- ◆ Prize draw offered to further increase return rate
- ◆ Press release has been sent to the Orcadian, Orkney News and Radio Orkney
- ◆ Posters going up around the island, as well as ferries and waiting room in Kirkwall
- ◆ Chasing of responses by someone contracted for this task will not be possible – upon HSCHT double checking with the Information Commissioner, this was ruled out. It would be VERY helpful if directors could encourage people to return the surveys in the prepaid envelopes
- ◆ HSCHT will be having a stand at North Isles Sports and will also be visiting Sanday this Wednesday to meet with the afternoon club and a range of stakeholders, as part of their tour around participating isles

Skills for Sanday

- ◆ Still struggling to get people to sign up to employment related courses.
- ◆ Number of late cancellations or no-shows. Tracy is planning to tighten up on advance payment to reduce this problem.

Craft Hub

- ◆ Following the OIC decision re Harbour House, the group were not put off in their efforts and have secured a space (Bridgend) to operate from. This is not as ideally located but will enable the group to trial the concept over the summer.
- ◆ Tracy and I have spent a few hours on supporting the group in getting up and running as it supports Trust aims and objectives. However, much of our time spent on this has been done on a volunteer basis. After the doors open on the 5th, our involvement will be purely as volunteers, same as the other group members.
- ◆ Currently the group is unconstituted, although consideration is being given to putting a constitution in place, primarily to keep things straight as money is involved.
- ◆ Grand opening is on Wednesday 5th at 11am at Bridgend. Would be excellent to see lots of faces there from the board – I know it would mean a lot to the group.

Get Growing!

- ◆ Lease signed and returned. As the rent is £15 per annum, I've requested that OIC invoice us for the whole amount at once to reduce administrative burden at both ends.
- ◆ Credit card was front loaded to allow laptop purchase – and then RBS blocked the card as the purchase was an 'unusual' transaction. Great that the security works but unfortunately Liz was on holiday and so this issue has only just been resolved.

Ranger Service

- ◆ An amount of £220 was included in this year's budget to undertake a repair to the scope. Unfortunately the manufacturer has advised that repair is not possible. A replacement has been priced up and would be £650. This figure includes two discounts (1 simply because Emma asked and a further discount because Russ is looking to order a scope too) from Findlay Photographics in Kirkwall.
- ◆ Sanday Ranger website link added to the Orkney.com website
- ◆ Quote provided to SNH regarding the benefit their grant brings to our community

IT/Website

- ◆ Kate Edwards is now doing most of the updating of the website.
- ◆ Website really in need of an overhaul but don't have capacity to take this forward with Kate at the present time.
- ◆ Contact has been made with Sanday Tech. They are able to help with the VPN but needing to fit it around off island commitments at their end.
- ◆ My laptop has been repaired under warranty by Dell and I'm now able to see all the screen again! Great job by Orkney PC but very time consuming working with Dell.

Drop-ins/Heilsa Fjold

- ◆ Disabled sign has been purchased and will possibly be in place by the time of the board meeting (but only if the rain stops!)
- ◆ TV and protective screen were ably installed by Steve and Martin. Gail has been asked to remind the kids to use the straps even though there is a screen in place.

Kettletoft

- ◆ Following the inspection of Harbour House by OIC, the house has been declared unfit for habitation and a full council tax exemption put in place.
- ◆ Met with Sharon of D&H. I'll update at the meeting.
- ◆ Not had the time to put together a quotation/tender request for architects yet for Harbour House.

North Isles Landscape Partnership Scheme

- ◆ Recent updates received from Alister Brown have been circulated
- ◆ Spoke with Stewart, a consultant, regarding branding for NILPS and the North Isles
- ◆ I, along with Emma, Cath Parker and Steve R met with Alister Brown when he visited the island on 22nd June. Alister also met with members of the heritage group in the afternoon and took a tour around the island to familiarise himself with some of the possible sights. This was a good opportunity to offer some feedback on proposed activities as well as provide some background on work currently being undertaken on Sanday that NILPLS could link into.

Heritage Centre

- ◆ I've been informed that the heritage group decided that they did not wish to apply to the 2017 Year of History, Heritage and Archaeology (YHHA) for the funding to move the sound archive from mini-disc to more accessible media.
- ◆ Attended most recent HG meeting
- ◆ Only one quote received for the painting works – see accompanying papers.

Strategic Planning

- ◆ Heritage Group have provided feedback on the heritage centre budget – slight increase (as per previously circulated document), primarily related to the Appiehouse Stone and the need to improve lighting within the centre
- ◆ Have not yet finalised the quarterly plans due to lack of time.

Your Island Your Choice

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

Marketing/Comms

- ◆ Following the concerns I raised at the last meeting, I've not had capacity to develop anything for the board to consider.

Training/networking

- ◆ Attended the HIE hosted networking meeting on 12th June in Kirkwall. Presentations included a researcher looking at marine heritage (information passed to Heritage Group), the NHS Healthy Start scheme (information to be disseminated by school as for pre-school age children) plus information put in HF folder and on community wing noticeboard, Orkney.com about their plans over the next few years (recommendations of local photographers passed through and Orkney Tourism Group regarding the tourism industry specific training they can offer on islands (information passed to Tracy)
- ◆ Attended the community asset ownership conference in Kirkwall on 15th June and gave a brief presentation on 'our journey to community asset ownership'

Items to be addressed

1. Tender for Heritage Centre painting – decision?

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



Sanday Surgery Group - Terms of Reference

The Sanday Surgery Group is a subcommittee of the Sanday Development Trust. The board of directors of the Sanday Development Trust are ultimately responsible for all activities of the Sanday Surgery Group.

1. Membership

There must be at least one director of the Sanday Development Trust in the group. Other members would normally be **post holding** medical staff from the Sanday Surgery (**ie not locums**).

2. Appointment of Subcommittee

Following the Annual General Meeting (AGM) each year, the board of directors shall appoint a nominated director to the group who will undertake this role until the next AGM. The group will appoint other subcommittee members.

3. Meetings

The subcommittee shall meet, **or communicate by e-mail**, as required.

All decisions must include the Development Trust director, who will inform the Administration and Finance Officer, in order to ensure full financial records.

4. Development Trust Staff

Sanday Development Trust staff will provide a resource for the group but are not expected to attend every meeting or undertake the lead role. The PGO has overall responsibility for coordinating any funding applications and will provide any assistance in this regard. The PGO will share with the group details of any funding available that the group may not be aware of.

5. Role and Purpose of the Subcommittee

To use money donated to the Trust for the Sanday Surgery to:

- i. purchase equipment or training for emergency, preventative or other medical care on Sanday.
- ii. **on occasion, fund superficial aspects of the upkeep of Flebister (eg painting a room), these to be decided on a case by case basis and depending on money available.**

6. Powers

6.1 To appoint members to the subcommittee subject to sections 1 and 2 above, 'Membership' and 'Appointment of subcommittee'.

6.2 To purchase **items as described in 5 above**, subject to 6.3 below.

6.3 To spend up to £500 without consultation with the full board of directors.

6.4 To order items from companies with whom the Trust has an account or to purchase direct and follow the Trust's reimbursement procedure, subject to 6.2 and 6.3 above.

SANDAY DEVELOPMENT TRUST
MANAGEMENT ACCOUNTS
YEAR ENDING: 31/03/2017

SUMMARY PERIOD: 1 April 2016 to 31 December 2016

	Year to Date £	Central Activities	Heilsa Fjold	Heritage Centre & Croft	Ranger Service	Reuse Centre	Skills for Sanday	Sanday Souka	Youth Development	Sanday Surgery	Kettletoft	Community Garden	Care
Income													
Income carried forward (restricted)	37,574	0	10,764	15,415	0	508	4,893	1,140	4,854				
Grants	143,369	8,958	0	8,405	6,917	0	11,782	711	0	0	87,104	19,492	0
Donations	88,045	80,868	196	3,159	0	0	0	330	0	2,921	0	0	571
Trading to raise funds	4,821	0	0	2,017	0	2,804	0	0	0	0	0	0	0
Rental income	4,740	580	4,160	0	0	0	0	0	0	0	0	0	0
Room hire fees	1,195	0	1,174	0	0	0	21	0	0	0	0	0	0
Supply of goods and services	486	396	0	0	90	0	0	0	0	0	0	0	0
Other activities for generating funds	7,550	0	321	201	745	0	1,358	3,534	1,391	0	0	0	0
Other income	661	631	0	30	0	0	0	0	0	0	0	0	0
Total income	288,441	91,433	16,615	29,227	7,752	3,312	18,054	5,715	6,245	2,921	87,104	19,492	571
Budgeted income	80,219	15,260	16,724	21,315	3,225	2,548	9,893	5,000	6,254				
% of annual budget received	360	599	99	137	240	130	182	114	100				

	Year to Date £	Central Activities	Heilsa Fjold	Heritage Centre & Croft	Ranger Service	Reuse Centre	Skills for Sanday	Sanday Souka	Youth Development	Sanday Surgery	Kettletoft	Community Garden	Care
Expenditure													
Fundraising costs	3,262	0	316	93	161	0	273	2,281	138	0	0	0	0
Donations out	1,865	1,865	0	0	0	0	0	0	0	0	0	0	0
Trading expenses	871	0	0	871	0	0	0	0	0	0	0	0	0
Marketing	2,203	535	0	347	674	0	145	502	0	0	0	0	0
Staff wages inc PAYE	62,432	30,490	4,554	8,020	8,880	0	6,550	0	3,728	0	0	210	0
Rent paid	183	20	0	31	0	0	0	132	0	0	0	0	0
Rates (inc H2O charges)	0	0	0	0	0	0	0	0	0	0	0	0	0
Insurance	3,537	2,374	1,163	0	0	0	0	0	0	0	0	0	0
Heat & light	2,354	688	695	654	0	317	0	0	0	0	0	0	0
Repairs & maintenance	1,164	160	524	355	0	125	0	0	0	0	0	0	0
Renewals & new equipment	7,063	3,853	461	1,059	93	0	1,309	0	99	189	0	0	0
Stationery & printing	1,456	513	38	613	26	0	12	254	0	0	0	0	0
General supplies	1,682	102	358	170	60	0	408	56	482	46	0	0	0
Postage & carriage	519	407	0	99	0	0	2	11	0	0	0	0	0
Telephone & internet	1,422	452	444	526	0	0	0	0	0	0	0	0	0
Travel & subsistence	1,618	277	423	94	754	0	70	0	0	0	0	0	0
Professional fees	28,772	3,600	2,215	625	59	0	3,322	0	255	0	18,696	0	0
Bank charges	455	455	0	0	0	0	0	0	0	0	0	0	0
Subscriptions	428	156	272	0	0	0	0	0	0	0	0	0	0
Training	0	0	0	0	0	0	0	0	0	0	0	0	0
Property	73,260	0	0	0	0	0	0	0	0	0	73,260	0	0
Total expenditure	194,546	45,947	11,463	13,557	10,707	442	12,091	3,236	4,702	235	91,956	210	0
Budgeted expenditure	131,498	58,074	20,918	16,816	13,047	508	11,336	4,945	5,854				
% of annual budget expended	148	79	55	81	82	87	107	65	80				