

**Sanday Development Trust**  
enhancing quality of life



**Minutes of the meeting of the Sanday Development Trust  
held at Heilsa Fjold on Monday 14 December 2015 at 7.30 pm**

**Present:** S Ray (Chair); A Binnie-Douglas; L Brown; U Clackson; H Collinson; R Gilholm; C Leslie; J Muir; M Stockton; S Towrie and J Walker

**In attendance:** K Howe (Administration and Finance Officer (AFO)); S Mellors (Learning Coordinator); I Sawyer (Projects and Grants Officer (PGO)); J Taylor (Heilsa Fjold Centre Manager); E Webb (Ranger)

**1. Apologies for absence**

Apologies for absence were received from P Allan and J Mitchell.

**Action agreed:** That, in consideration of article 73(g), consent for absence be given to the above directors.

**2. Minutes of the last meeting**

The minutes of the meeting held on 26 October 2015 had been circulated. It was noted that a mistake in item 12 had been corrected prior to the meeting. ('Old co-op building' corrected to read 'former Kettletoft stores')

Action agreed: That the minutes of the meeting held on 26 October 2015 be confirmed as a correct record and be signed by the chair.

**3. Bank signatories.** Following S Thorne's retirement it was proposed that M Stockton be added to the list of bank signatories.

**Action agreed:** That M Stockton become a bank signatory for all Sanday development trust accounts (current account and BIG account) in accordance with the stipulations of the Royal Bank of Scotland.

**4. Community fund** The youth club had asked that the money which had been awarded to fund a dance leadership course be used instead to fund a food hygiene course.

**Action agreed:** That the youth club be permitted to use the money in the most appropriate way and that the youth club leader be asked to let the trust know what it was used for.

## **5. Staff reports**

Reports from the ranger, heritage centre assistant, PGO and AFO had been circulated.

**Action agreed:** That the reports be received with thanks.

## **6. Organisational plan for 2016**

Directors and staff split into groups to consider issues for development which had been identified through the whole island consultation process. Priorities were agreed for the PGO to formulate the organisational plan.

## **7. Date and time of future meetings**

The board were reminded that meetings had been set as follows:

25 January at 7.30pm

7 March at 7.30pm

18 April at 7.30pm

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Signature of Chairman



