

Sanday Development Trust

enhancing quality of life



You are warmly invited to attend

the **ANNUAL GENERAL MEETING** of
the Sanday Development Trust

Monday 3 December 2018 at 7.30pm
Community Room, Sanday School

- See displays of ongoing activities...
- Find out about proposals for the future...
- Have your say on future activities...
- Elect trustees for the coming year...
- Find out how you can become more involved...
- Enjoy light refreshments and a chance to discuss your ideas with directors and staff of the Development Trust.

The Trust is a charitable organisation which exists to help the people of Sanday shape and contribute to the development of the island, in order to make a sustainable future that represents the wishes of the community. The more involved you are, the more the Trust's decisions and projects will be informed by the people who live in Sanday and the more the Trust is able to demonstrate support when applying for outside funding.

Please come along to find out about the work of the Trust and how your ideas for Sanday can be included.

If you are not already a member you can sign up for membership at the AGM. Membership is free and open to all residents of Sanday over the age of 16. Membership forms are also available on the website www.sanday.co.uk and at Heilsa Fjold, even when the office is closed.

If you are a member, please consider standing for election as a director/trustee. All members are eligible for election and we aim for as diverse a range of members on the board as possible. A nomination form is included with this invitation. Nomination forms are also available on the website www.sanday.co.uk

Nominations for director must reach the office at Heilsa Fjold by 23 November 2018.

For more information please look at the website, www.sanday.co.uk, or telephone 01857 600359.

We look forward to seeing you on 3 December at 7.30pm in the Community Room.

With Kind Regards from

The Board of Directors of
Sanday Development Trust

Registered Office: Heilsa Fjold, Sanday, Orkney, KW17 2BN
Tel. 01857 600359 www.sanday.co.uk

Company registered in Scotland: SC263577 Recognised Scottish Charity: SC035495

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**Annual General Meeting of the Sanday Development Trust
Monday 3 December 2018 at 7.30pm
Community Room, Sanday School**

Agenda

1. Welcome, introduction and apologies for absence.
2. Approval of minutes of last AGM, 13 February 2018 (Copy enclosed).
3. Matters arising from the minutes.
4. Memorandum and Articles of Association – Addition of new postcode.

Proposal: Add postcode KW17 2BB to the description of the community area served by the Sanday Development Trust, as listed in the Memorandum and Articles of Association.

Preamble: A new postcode, KW17 2BB, was added to Lady village after the formation of the Development Trust. The postcode is therefore not included in the Trust's Memorandum and Articles of Association. It is proposed that the missing postcode be added in order to ensure that no problems related to its omission arise in the future. Members are asked to approve the proposal.

5. Election of trustees/directors (if number of nominations exceeds the number of vacancies on the board)
6. Annual report and independently examined accounts for the financial year 2017 to 2018 – To receive the trustees' report
7. Appointment of reporting accountant.

Proposal: Re-appoint AJB Scholes.

8. Report from the Chair of the Board.

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**Minutes of the Annual General Meeting (AGM)
of the Sanday Development Trust
held at Heilsa Fjold on Tuesday 13 February 2018**

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

In attendance: K Howe (Administration and Finance Officer (AFO)), R Peace (Heritage Centre Assistant); P Rickard (THAW Orkney); I Sawyer (Projects and Grants Officer (PGO)), T Ranger (Learning coordinator); J Taylor; E Neave-Webb (Ranger, Get Growing Manager); fourteen members.

S Ray welcomed everyone present and in attendance

1. Apologies for absence

Apologies for absence were received from C Leslie (director); A Best and W Sichel (members) and C Gal (Grants Officer, People's Health Trust).

2. Minutes of the last AGM

Minutes of the last AGM, held on Wednesday 9 November 2016, had been circulated.

Action agreed: That the minutes of the last AGM, held on Wednesday 9 November 2016, be confirmed as a correct record and be signed by the Chair.

3. Election of Trustees

The following directors retired from the board in accordance with article 67: P Allan and S Ray

Nominated for election: P Allan; S Ray

There being five vacancies on the board, both nominees were duly elected.

Action agreed: That P Allan and S Ray be re-elected to the board.

4. Annual trustees report and audited consolidated accounts for the financial year 2016 to 2017

The annual trustees report and audited consolidated accounts for the financial year 2016/2017 had been circulated to members.

The accounts were prepared in accordance with the trust's memorandum and articles of association, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016).

Consolidated accounts were prepared and audited because the income for the group, Sanday Development Trust, Sanday Renewables and Sanday Enterprises, exceeded £500,000 in the accounting year. This figure was so high because it included the proportion of the income for the windfarm which was held back by SSE being an instalment towards paying off the loan for purchase of the share of the windfarm. The actual income to Sanday Development Trust was much lower, as shown in the accounts.

A vote of thanks was recorded to K Howe (AFO) for carrying out the extra work necessitated by the audit process.

Action agreed: That the annual trustees report and audited consolidated accounts for the financial year 2016/2017 be received with thanks.

5. Appointment of Reporting Accountant

The AFO recommended the re-appointment of AJB Scholes as reporting accountant, having developed a good working relationship with the company.

Action agreed: That AJB Scholes be re-appointed as reporting accountant.

6. Report from the Chair

S Ray updated members on the continuing work of the Development Trust and summed up the year as one of steady progress.

A number of projects were on going, in spite of grant funding being harder to come by, thanks largely to the work of staff and volunteers. These included the Ranger service, Heilsa Fjold youth and community centre, the Heritage Centre, the Reuse Centre, Skills for Sanday and the Sanday Soulka.

S Ray thanked staff by name for their continuing commitment and hard work on behalf of the Trust: I Sawyer; K Howe; R Peace; T Ranger; E Neave Webb; J Taylor; G Speers and A Cole. The large number of dedicated volunteers were also thanked, in particular those involved with running the Heritage Centre and Reuse Centre.

S Ray then expressed thanks to the directors of the Trust, those with whom he had

been working over the last three years, including those now retired and those still in post, contributing to the delivery of services which were of great benefit to the community.

Looking ahead, the Chair mentioned the Community Garden which had got underway after overcoming a number of obstacles. He also drew attention to the work going on in regard to Kettletoft. Harbour House had been purchased and plans were being drawn up for its refurbishment and future use. J Hines was thanked for his voluntary assistance with designing and planning. Purchase of the old Kettletoft Stores and yard was held up due to legal issues on the part of the seller, but a sale had been agreed and it was hoped that a working party of volunteers would get together to clear the site as soon as the sale completed.

S Ray reminded members that a constant flow of directors was needed and that new faces on the Board would be welcome. He had been in the Chair for three years and three months and it was time, with mixed feelings, to hand over. Once again, S Ray expressed his thanks to staff and volunteers for their hard work in making the Sanday Development Trust the community empowering body it was.

S Ray ended his report with an introduction to P Rickard of THAW Orkney. THAW Orkney had set up an advisory service in partnership with a number of organisations, including Sanday Development Trust, to help residents access financial assistance towards improving heating and insulation in their homes.

7. Presentation by P Rickard of THAW Orkney

The Sanday Development Trust was a contributing partner to the Wellbeing Orkney project along with seventeen other, mainly local, agencies. The project was being delivered by THAW Orkney, THAW being an acronym for 'Tackling Household Affordable Warmth'. P Rickard was a director of THAW Orkney and was involved with delivery of the project.

P Rickard outlined the high levels of fuel poverty in Orkney in general and Sanday in particular along with its associated problems. He went on to describe the ways in which THAW Orkney could help people in fuel poverty access help, both personal and financial, through the Wellbeing Orkney project. Members were encouraged to spread the word about help available and to look out for members of the community who might benefit from assistance.

P Rickard was thanked for his presentation.

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Signature of Chairman