

Sanday Development Trust

enhancing quality of life



Minutes of the meeting of the Sanday Development Trust held at Heilsa Fjold on Monday 18th April 2016 at 7.30 pm

Present: S. Ray (Chair); P. Allan (arrived 9.50 pm); M. Stockton; L. Brown; H. Collinson; C. Leslie; J. Mitchell; J. Muir;

In attendance: I. Sawyer (Projects and Grants Officer (PGO)); S. Mellors (Skills for Sanday Learning Co-ordinator);
N. Black (to take minutes)

The chair welcomed all those present and in attendance.

1. Apologies for absence.

Apologies for absence were received from S. Towrie, U. Clackson: A. Binnie-Douglas; J. Walker and R. Gilholm

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 7th March 2016 had been circulated in advance.

Action agreed: That the minutes of the meeting held on 7th March 2016 be confirmed as a correct record and be signed by the Chair.

3. Matters Arising:

re 3i. Moorings at Kettletoft

OIC have confirmed that a buoy would be deployed in Kettletoft Harbour. Promotion of the facility in Sail Scotland, Clyde Cruising Club and the Orkney Harbours leaflet which are displayed at many yachting and tourist outlets would be beneficial

Action agreed: That consideration be given to advertising in the above mentioned publications each year from now on.

4. Staffing

The Project and Grants Officer reported that the Family Drop In Supervisor is

currently unwell and will be away from work for a month. A DofE volunteer who has now turned 18 is keen to help out and is looking to attend a food hygiene course.

Action Agreed: That the Project and Grants Officer ensure that a PVG check has been carried out to enable the cover to be provided.

5. Reports to the board

Reports from the Heilsa Fjold Centre Manager, Family Drop-in Supervisor, Heritage Centre Assistant, Learning Coordinator, PGO and Ranger, as well as a finance report had been circulated in advance.

Matters arising from staff reports

Comments arising concerned the Lighthouse as the Ranger had been unable to take people on the scheduled walk to Start Point because repairs to broken glass were still to be undertaken. The Lighthouse Board has been involved and repairs are due to be completed as soon as possible. The Ranger anticipates that the next scheduled walk will take place.

6. Skills for Sanday.

Sue Mellors, the Learning Co-ordinator for Skills for Sanday project then reported to the board on the progress of the scheme. After reaching half way through the project it was regrettable that she was now having to leave the island in July. The project would continue as the funding provided by RBS was for 12 months. The objective of achieving 60 people undertaking recreational / business related courses in 200 different sessions had already resulted in 84 people attending one or more courses and some have taken up employment. H. Extnance will take over in May with the project ending in October. If more funding is obtained the project will continue and the post of learning coordinator readvertised. It was reported that Sanday School headmistress and Northvet had both been very supportive. Courses being requested for the future include Meeting Management, Dry Stone Walling, MIDAS driving training, IT courses. Overall the figures achieved were very impressive given the size of the population on Sanday.

Action agreed: That the reports be received with thanks. That the current Skills Co-Ordinator be provided with more feedback when available.

7. Operational budget for 2016/2017

Figures for the budget had been circulated in advance. L Brown raised concerns that the biggest cost was staffing at £70k with £20k of this being grant funded. Funding is increasingly difficult to source and where possible funding is obtained. There appeared to be disappointment that the figures circulated did not represent the actual financial activity of each of the different groups. However the figures before the board were budget figures and reflected projected running costs for the year ahead. It was felt there was a need to know how much the volunteers raise for each of the groups. The Chair stated that this information could be included within the annual report and already exists within the

management accounts. Producing additional accounts information would necessitate more staff hours and salary. Management accounts provide much of the information requested and are issued quarterly.

If the group proceed with buying Harbour House the SRCIC fund would be used. The PGO confirmed that the items identified within the budget were based upon the strategic plan approved previously by the board. The PGO also noted that the nominal codes within Sage are now more closely aligned with the management accounts.

Action agreed: All board members approved the budget.

8. Board training – Finance and Good Governance

There was no feedback forthcoming for this item.

9. Business grants/ Loans from SRCIC

The Chair re-iterated the decision from last year that with regard to the proposal for making grants and donations to business and/or individuals from SRCIC funds, it would be a donations policy only. The policy was now being reviewed following a grant application form being provided to an interested party by a director. If the Board were to consider grant funding applications, it would involve more work for the PGO, would need a detailed policy and an application form drawn up and a sub-committee to consider applications. The distinction between community benefit and a commercial business can be difficult to determine and decisions must meet the criteria set by OSCAR and be of a charitable nature. The administration of such a policy would be difficult and applicants may already be able to seek such funding from the Community Council.

Action Agreed: The board agreed that their policy would not change from the current position. The Treasurer would update the individuals who had been advised to approach the Trust for grant funding.

10. Rural Housing Fund

Previously the decision has been not to get involved with housing projects in this financial year. Grant funding for affordable housing is available through the Rural Housing Fund. The PGO is due to liaise with C Spence of OHAL to discuss it's potential use in Sanday.

Action Agreed: Await the outcome of the discussion of the PGO with OHAL.

11. SECIC board nominations

There is a need for an additional Sanday Development Trust director to be appointed for the board of SECIC. There were no volunteers forthcoming.

Action Agreed: To raise this issue again at next meeting.

12. Applications to Sanday Development Trust Community fund (2)

(1) Peedie Putter Group

An application from the Rich Tasks Group from Sanday Community School to establish a small putting green on the area of grass in front of the school house. The Christmas Tree's position would be preserved. The Group have also applied to the Community Council and are also doing some fund raising themselves.

S Rae, J Muir and C Leslie declared an interest in the following application.

(2) Sanday Local Goose Management Group

An application from the Sanday Local Goose Management Group for materials only, in connection with reducing the number of Grey Lag geese on the island by way of oiling the birds eggs before they hatch. Labour would be undertaken by volunteers.

Action Agreed: Both applications were considered worthy and duly approved.

13. Any other urgent business

13i. The Chair had received a request asking if the Development Trust would consider sponsoring a Quaich for the Junior Netball Team for the forthcoming North Isles Sports Day.

Action Agreed: This request was approved. Costs of purchasing a Quaich/trophy would be investigated as well as inscription as the Development Trust would want reference made as to their sponsorship.

13ii. The PGO had received a request from a representative from the Sanday Players to assist with haulage costs of a flight case which houses some of the new sound / lighting equipment recently purchased. They had recently bought an extensive range of new equipment for staging the pantomime, however the delivery of the flight case was held up because the courier costs were not covered. Use of the equipment has been offered to the Trust.

Action Agreed: It was unanimously agreed not to offer assistance in this instance.

13iii. Emailed letter from N Thomson, Sanday Community School.

The Project and Grants Officer had received a letter asking if there was any funding available to assist financing the next planned foreign trip. As with previous trips, an application is also being made to the SSE Spurness Windfarm fund and the school is undertaking fund raising events too.

Action Agreed : It was agreed not to offer assistance in this instance.

13v. Invitation to Battle of Jutland Celebrations from the Heritage Group

The Secretary of the Heritage Group had sent an invitation to the members of Sanday Development Trust to attend a day of celebrations to commemorate the Battle of Jutland.

12vi. Getting Ready for Investment Workshop at Pickaquoy Centre, Kirkwall

Social Investment Scotland are holding a workshop 'Getting Ready for Investment' on 9th June in Kirkwall.

12vii. Driving Lessons Funding application

J Muir advised the Board that there had been an application for funding assistance made at the last Community Council meeting for driving lessons. The applicant had already approached Skills for Sanday before submitting an application for a Spurness Micro Grant. It is now anticipated that there will be more applications of a similar nature. To facilitate a more coherent plan between the two main community bodies on such issues and others, it was suggested that the Directors of the Board and the Members of the Community Council meet up for an informal discussion.

Action Agreed: If Board members are agreeable it would be helpful if there could be a meeting with Sanday Community Council members. There was agreement to this suggestion with a potential meeting date being 23/24th May. It is hoped the date can be confirmed at the next Community Council Meeting, 3rd May 2016.

13. Date and time of future meetings

Forthcoming meetings to be as follows:

- 6 June at 7.30pm
- 18 July at 7.30pm
- 29 August at 7.30pm
- 10 October at 7.30pm
- 21 November at 7.30pm

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Signature of Chair

