



*From the community
For the community*

Rousay, Egilsay and Wyre Development Trust is a charitable company Limited by guarantee. Co. Reg. No: SC318527 Charity Reg. No: SC040407 Registered Office: The Manse, Rousay, Orkney, KW17 2PR. Telephone: 01856 821229. E-mail: info@rewdt.org

REWDT Board Meeting, Company Office, Wednesday 02 August 2017, 19:30

MINUTES

Present: Bryan Milner (Chair), John Garson (Vice-Chair), Kayleigh Tipper (Treasurer), Hilary Byland, Carole Maguire, Clare Daintith, Christina Cox, Eric Shortland & Stuart Sailor.

In Attendance: Michelle Koster (Project Manager), Helen Castle (Co Sec) & Sarah Sailor (Admin/Project Assistant).

1. **Bryan Milner welcomed everyone & apologies for absence** were received from Diana Compton & Mark Hull.
2. **Minutes of 21 June 2017 Board Meeting** were approved with a few minor changes, (Proposed: Clare Daintith, Seconded: Carole Maguire).

3. **Action Points (see below) and Other Matters Arising**

25 March 2017

AP7: The **Chair** to work with the staff to decide the duties, hours and advertisement of this increase to REWIRED Ltd. staffing hours. **On-Going.** This will be agreed at the next REWIRED Ltd. board meeting (which will be arranged ASAP as the draft accounts have now been received).

10 May 2017

AP1: The Promoting Rousay Steering Group to find out all of the answers regarding the leasing of the property from OIC and how well the Gateway houses on other islands are working. **Superseded.** Hilary explained that the information will still be gathered but that OIC had confirmed that the vacant houses on Rousay were in the process of being let.

AP3: The **Chair, Vice-Chair & staff** to investigate the queries raised regarding the potential purchase of the land at Trumland and get the land officially valued (see Chair's paper for details of the queries). A report on the value of the land, plus any associated burdens associated with it, was commissioned on 20 June and once the report is received this will be forwarded to directors for discussion and consideration at the next board meeting. **Discharged.** (See 5.1.3 below)

21 June 2017

AP1: that the **Vice-Chair** speak to Mr & Mrs Gregg to see if they still wish to sell the Trumland property in its entirety and if they are willing to discuss this with the board, can the Trust

mention this possibility in the next resident survey. **Discharged.** The Vice-Chair reported that Mr & Mrs Gregg would like a letter from the REW DT expressing their interest to purchase the land and once received will reply accordingly.

The Chair expressed very serious reservations about the suggestion that REW DT might purchase not only of the hill land being offered by Trumland but also of Trumland House and gardens.

- The annual maintenance cost for the house and gardens, which will require several paid staff, is likely to be in excess of £100,000
- The level of time and energy DT staff would need to devote to managing the enterprise would inevitably be at the expense of activities and projects of greater benefit to the wider community unless a separate trading subsidiary were to be set up for this purpose.
- Such a trading subsidiary should be set up only if a robust business case can be made for its being capable of, and being likely to, generate an annual income for the Trust.
- Such a business case would need to include the likelihood of being able to recruit management staff with the experience and expertise necessary for a business enterprise of the required scale.

Directors are requested seriously to consider these issues, and wherever possible come up with counterarguments, to inform discussion of this matter at a future meeting of the REW DT board.

Clare Daintith commented that while these are all possible negatives and must be looked into, there are a number of positives to owning the entire estate and it was agreed that **New AP1: All directors** to email their comments both positive and negative to the Co Sec Friday 08 September, **Co Sec** to collate and present to the board at the next meeting.

AP2: Carole to let the Co Sec has the names of the first responders and the Co Sec to ask if they would be willing to be available during the Rousay Lap to cover the First Aid requirements if they are needed. Carole can provide a vehicle (not an ambulance) on the day if a participant requires transportation to the ferry. **Discharged.** Carole confirmed that the ambulance will now be available for the Rousay Lap.

AP3: Carole to bring to the next board meeting the proposed costs involved on the acquisition of a vehicle for the first responders to use so the board can consider this. **On-Going.** Carole reported that she had looked at the cheapest car option and would require a grant in the region of £7,000 to purchase a small hatchback with a large boot which is capable to holding the 60 kilos of equipment the responders have to transport. However, as the responders have not resolved their employment issues, Carole wished this possible grant application to be put on hold until the staff employment review has been completed.

AP4: The following directors need to get their Annual Declaration & Register of Interest forms completed and returned to the Co Sec ASAP – **Eric Shortland & Mark Hull.** Co Sec to email to these Trust directors and staff the form for completion. **On-Going.**

4. REWIRED Ltd Updates. (See TM Report dated 02 August). The TM updated the board on productivity in June; the turbine is being curtailed at a high percentage but currently is still on target to make a profit for this financial year. The draft accounts have now been received and a REWIRED Ltd board meeting will be called very soon to approve them and discuss the possibility of repaying in full, the smaller bank loan.

5. Staff reports.

5.1 Project Officer Report. (See PM report dated 02 August)

5.1.1 Grant Applications received: -

G17 09 DL – seeking £500.00 for driving lessons, awarded.

G17 10 DL - seeking £500.00 for driving lessons, awarded.

G17 11 G – Parent Council, (Clare Daintith declared an interest). Seeking £1,000 to purchase ferry tickets for children to attend extra-curricular activities, awarded. With effect from the next financial year this will become an annual award for up to £1,000 in the same way as the REW DT supports other groups annually.

Late Grant Application received yesterday for an event early in September (therefore prior to the next board meeting). Carole declared an interest due to her RNLI connection. The Chair confirmed that as this grant application had not met the REW DT's (advertised) procedures an award could not be given. The Chair will discuss all grant T & C, standard letters and procedures at the next Staff Meeting. Some directors felt as this was a community event that the 'rules' should be waived and a vote was taken, 2 voted to award the grant and 7 to follow current procedures and not award. It was then suggested that the rejection letter include a suggestion that the applicant approach the RCA, who receive an annual block grant from the DT, for consideration of funding the event. Not all directors agreed to this and so a vote was taken resulting in 3 wishing the letter to just state no award due to procedures not being followed, and 5 wishing the letter to state the suggestion of contacting the RCA. Carole abstained as she declared an interest.

5.1.2 **Stone Chippings Scheme.** One of the contractors has withdrawn his tender application but suggested to the board that another contractor could do the work. Eric Shortland stated that he had spoken to the remaining contractor and they were now able to do the whole work. **Co Sec** to check with Bryan Kemp if all deliveries are now complete and to speak to the remaining contractor to see if he is able to do the full delivery and laying of chippings by the end of October. If he is unable to make this deadline the Co Sec to see if the alternative can support this work.

5.1.3 **Trumland Land Sale.** The PM shared the report from Billy Groundwater's. This gave only a small part of the information requested by directors but also contained a suggestion that the REW DT engage their solicitor to ensure all of the searches are resolved. The Chair informed the board that this could mean an expense in the region of 5 figures. The report states that the greater part of the land value is in the turbine site rather than the remaining land and therefore it is highly unlikely that the Trust could just purchase this small section of land. The **PM** to ask the Scottish Land Fund if they are able to finance some or all of the solicitor's fees. In the meantime the PM has registered with the Scottish Land Fund and has been appointed a Case Officer (Claire Munro) to assist us prepare an application. We may be able to secure funding to assist with the purchase of Trumland Land up to 95% of the eligible costs (average awards are

c.80%). Carole requested that the PM ask if we are able to re-sell the land if their funding is used and to ensure the board is informed of all the funders requirements and 'rules' by the next meeting. The need for a community consultation was raised and the Vice-Chair stated in the past the REW DT has always had all the information before going to the community. The Chair reminded the board that they have been elected by the members to make purely economic decisions such as this. A vote was then taken as to consulting the community with the information we have now or wait until we have the solicitors' searches and Scottish Land Fund information and then consulting the community. The vote was 6 to 3 in favor of getting all information first (one abstention).

5.2 Company Secretary Report. (See Report dated 02/08/17)

- 5.2.1 **New membership applications.** The board approved the membership applications received from Murray Stewart & Catherine Kriisa. Clare shared the changes to residents on Rousay; Co Sec to send a welcome pack to the new people.
- 5.2.2 **Finance** – The Co Sec confirmed that the original budget for the SCS was still showing on the financial report, whereas the board subsequently decided to grant all eligible applications in the current year rather than spreading these across 3 years] and to cover the cost the laying of chippings for the first time. The current budget line in the financial reports for this project will therefore be exceeded.
- 5.2.3 **New Survey.** The Co Sec thanked the directors and in particular the sub-group who had given such detailed feedback and the board approved the surveys. There will now be a primary and secondary school age survey for the under 16s rather than just one for the islands children. Co Sec to contact the Rousay School to see if they can do some work with the children prior to the survey being conducted to make the information received more informative.
- The board agreed that as the survey interviewer post had been previously advertised, the Co Sec to contact the two candidates who had expressed an interest and ask them both to submit a tender and attend an interview. Hilary, John & Bryan will be on the interview panel.
- 5.2.4 **Office Server** – the Co Sec explained the issues as the server is getting old and is at full capacity and the proposed solution. The board approved the spend.
- 5.2.5 **AGM** – The date of the AGM was discussed as the board wishes to approve all correspondence sent to members prior to the meeting and as recent board meeting dates have changed this does not allow enough time. Therefore, the new AGM date is to be 28 October. The board also discussed the proposal for changes to the short board meeting normally held after the AGM to select office bearers. This was approved and the Co Sec will need to amend the Articles of Association to reflect this (as agreed at this meeting) for presentation to members at the AGM for final approval.
- 5.2.6 **Wyre OIC short-term improvement requests** – The Co Sec presented the response from OIC regarding these requests and the board agreed (providing permission is received from OIC) to pay for a car wash hose to be installed at the Pier on Wyre, Co Sec to

arrange. The remaining feedback from OIC to be communicated to the residents of Wyre by the **Co Sec** ASAP.

6. AOB

- 6.1. HIE are running the Emerging Leaders programme again, this information was shared with all directors and Clare & John would like to do this, **Co Sec** to inform HIE.
- 6.2. The PM has been contacted by Screen Machine regarding a future application for funding. As the board has approved grants in previous years the board agreed that when this application comes in the PM can authorise it without board presentation provided the grant application is within reasonable costs as associated with previous awards.
- 6.3. The PM shared her meeting with the Scottish Parliament Islands Bill Outreach Officer, if directors wish to comment on the survey currently being conducted, please follow this link. <http://www.parliament.scot/parliamentarybusiness/CurrentCommittees/105389.aspx>

7. **Date of Next Meeting** – Saturday 23 September 2017 at 10:30 in the REW DT offices at the Manse.

Summary of outstanding action points:

25 March 2017

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AP4: The following directors need to get their Annual Declaration & Register of Interest forms completed and returned to the Co Sec ASAP – **Eric Shortland & Mark Hull.** **On-Going.**

02 August 2017.

AP1: **All directors** to email their comments regarding the possible purchase of Trumland House and gardens, both positive and negative, to the Co Sec Friday 08 September, **Co Sec** to collate and present to the board at the next meeting.

At the time of this meeting the directors of REW DT are Bryan Milner (Chair), John Garson (Vice-Chair), Kayleigh Tipper (Treasurer), Clare Daintith, Carole Maguire, Diana Compton, Hilary Byland, Mark Hull, Stuart Sailor, Eric Shortland & Christina Cox.