



*From the community
For the community*

Rousay, Egilsay & Wyre Development Trust

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REWDT Board Meeting, Saturday 27 January 2024 @ 09:30

MINUTES

Present: Kayleigh Tipper (Chair), Alison Mainland (Treasurer), Eric Shortland, Peter Roebuck, Richard Tipper, Julie Akid, Callum Flaws, & Mark Hull.

In Attendance: Stuart Williams (Trust Manager) & Helen Castle (Co Sec).

- 1. Welcome & Apologies for absence** – Kayleigh welcomed all to the meeting. Apologies were received from Carole Maguire & Grant Mainland.
- 2. Minutes of the Board Meeting held on Saturday 16 December 2023** - The Minutes were discussed and approved with one minor change: Proposed: Peter Roebuck; Seconded: Kayleigh Tipper.

3. Action points (see below) and other matters arising (if not elsewhere on agenda).

28 June 2023

AP2: Richard to ask the landowner if they would be willing for the land next to the boathouse to be developed. **Superseded.** When a plan is in place for the Boathouse location this may be revisited if required. Stuart explained the Crown Estate funding grant plan, Eric asked if the DT could put a road and car parking area by the Boathouse to allow access for canoeing and paddleboarding etc.

16 August 2023

AP3: Directors who have not signed the necessary forms to agree policies to do so, as it helps having policies recorded as reviewed for funders, **Richard & Mark.** **Discharged.**

20 September 2023

AP2: Stuart to investigate REWDT's finance arrangements with respect to: Management account preparation, Annual accounts – get a comparative service quote before next AGM, Payroll support and costs, and Accounts software – and who can access it. Stuart to ask accountants for advice about relevant software (e.g., Quickbooks or Xero) to upgrade the system. **Ongoing.**

04 November 2023

AP2: Kayleigh to investigate the savings accounts options further and inform Helen how much funding should be transferred to a new account once the proposed gift from REWIRED Ltd is known and looking at project budget spend for the next 6 to 12 months. **Ongoing.**

16 December 2023

AP1: All Directors to complete and return the new Board Health Check questionnaires ASAP to Impact Hub. **Discharged.**

REWDT Directors: Kayleigh Tipper (Chair), Hugh Mainland (Vice-Chair), Alison Mainland (Treasurer), Julie Akid, Callum Flaws, Carole Maguire, Grant Mainland, Peter Roebuck, Eric Shortland, Richard Tipper & Mark Hull (Co-opted Director).

4. **Declaration of Interests** – None declared.

5. **REWIRED Ltd**

The 900kW turbine is turning and producing power but there is an issue with SCADA and therefore there is no data for December. This is being resolved now.

The Board asked if it is possible to get a mid-year estimate for the turbine income to assist budget planning. Mark informed the Board that this could be very unreliable as the first half of the year could have a good projected income but if there were any issue with the turbine this income could be reduced significantly by the year-end.

6. **Grants.**

G23 10G - 1st Rousay Rainbows and Brownies - £533.50 application for funds to support subscription fees - Approved.

G23 11G – 1st Rousay Guides - £145.50 application for funds to support subscription fees - Approved.

Fuel Grant 2024 – is now available and the REW DT has received applications forms from residents who have never previously applied for a Fuel Grant and some that have never applied to the REW DT for any of the grants on offer. Ellie received twenty-five grant applications in the first week.

7. **Projects/Trust Manager Report**

7.1 The Taversoe – The Community Benefits Society (CBS) needs to be set up legally.

Stuart asked the board for a budget of £500 to support these costs. Chris Jacques is the Chair, Cat Kriisa is Secretary, and Branwen Bourn and Zoë Flaws are founding members. Once legally formed, the CBS is likely to have nine elected Directors.

Richard asked if the CBS would take over the licences, etc. Stuart said that as soon as a tenant manager is employed, they would take over the licences. The CBS will be responsible for running the business, REWDT would be responsible for the building. In the Business Plan (shared with REWDT's Board), there are funds allocated to support a Business Manager salary for the first 6 months, to allow time for a tenant manager to get settled and ensure a smooth handover is achieved.

The Board approved the £500 budget.

7.2 The Boardwalk – Stuart has received a request from a resident to purchase twelve lengths of boardwalk material from REWDT. Helen reminded the Board that two other residents had previously enquired about purchasing surplus material, however, at that time it was felt that it may be needed for other projects. The Board agreed that small amounts could be sold at cost price (including VAT).

Callum informed the Board that the recent very cold weather has shrunk the wooden upright posts which will eventually affect the boardwalk stability. **Stuart** will go to check this out and see how this can be quickly repaired.

7.3 2024 Lap Dates – The Board agreed to hold the Rousay Lap on Saturday 24 August 2024 and the Peedie Lap on Sunday 09 June 2024.

7.4 Other Items Raised by Stuart – for all other project information, which did not require a Board decision, see Stuart’s report.

- Triangle Club – Stuart attended the Triangle Club EGM where the potential winding up of the club was discussed. The club has decided to continue, with Julie Morgan as Treasurer, and Ro Roberts offering to do the group co-ordinator role in the short-term, with a view to recruiting a paid co-ordinator soon. Stuart shared the previously approved financial support for an active Triangle Club, offered by REWDT, emphasising the social value the club offers.
- Disposal of Items at The Pier – Stuart asked if inherited items when REWDT purchased the Pier, but are unlikely to use when the premises are developed, if these could be disposed of. Some can go into the sharing shed for residents to take for free. The Board approved the clear by staff.
- The Crafhub – Stuart has been made aware that The Crafhub has experienced some issues in the purchase process, which may delay things.
- Housing Development at Johnstons Road – The planning permission is currently being held up as OIC have requested drainage calculations for the next two hundred years. The consultant had already produced drainage calculations for the next one hundred years.
- The Cabin (new office) – The electrical testing has been arranged which is the final item to be done to get OIC sign off.
- Microsoft Multi Factor Authentication – All REW DT email addresses will soon need to have this additional layer of security. Helen asked if, as previously suggested, all Directors would have a REW DT email address for Board correspondence. This was approved; **Helen** to contact Aaron to arrange and send the spreadsheet to all directors to add in their contact details.

8. Administration, Finance & Office.

8.1. Budget Spreadsheet – No questions raised regarding the current budget spreadsheet figures.

9. AOB

- 10.1 Mark shared information about an event connected to the future of the community turbine which is being held on Tuesday 27 February in Inverness. Mark said it would be better for staff/directors to attend in person but that some of the day would be available for remote accessing. **AP1: Mark** to forward the information regarding the Inverness event in February to Helen for circulation.
- 10.2 Callum asked if there will be broadband grants available, Kayleigh said this can be discussed at the next Budget meeting in February along with all other grants.
- 10.3 Stuart informed the Board that, due to family reasons, he and Sarah will be returning to Wales probably in July at the latest. Stuart will bring proposals for a CDO role as his replacement to the budget meeting. **Stuart** to arrange with Kayleigh a time to meet to discuss this prior to the next board grants & budget meeting. The Directors thought Stuart leaving was a shame but understood his reasons.
- 10.4 Stuart suggested a pre-budget meeting with Directors in a couple of weeks to gauge their initial thoughts on the proposed budget planning. **Stuart** to arrange this, Peter will be unable to attend from 09 February until the week before the budget meeting. Peter has requested that clear objectives are set for the next 12 months to help the staff and Directors achieve obtainable goals.

10. Next Board Meeting

The next Board Meeting will be on Saturday 24 February 2024 starting at 09:30 and held at the Cabin (new office at The Pier) and this will be a Grants & Budget meeting only.

Summary of outstanding action points.

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27 January 2024

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Acronym List

AFO	Admin & Finance Officer
PM	Project Manager
TM	Turbine Manager
Co Sec	Company Secretary
PO	Project Officer

REW DT	Rousay, Egilsay & Wyre Development Trust
DT	Development Trust
HSO	Heat Smart Orkney
NILPS	North Isles Landscape Partnership Scheme
OIC	Orkney Islands Council
OHAL	Orkney Housing Association Ltd.
SLF	Scottish Land Fund
BLF	Big Lottery Fund
OSCR	Office of the Scottish Charities Regulator
REWGCC	Rousay, Egilsay, Wyre & Gairsay Community Council
REWIRED	Rousay, Egilsay & Wyre Islands Renewable Energy Development
CPO	Community Power Orkney
SNH	Scottish Natural Heritage
HIE	Highlands and Islands Enterprise