



REWDT Board Meeting,  
Saturday 24 February 2024 @ 09:30  
MINUTES

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

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, Mark Hull, Hugh Mainland & Grant Mainland.
2. Minutes of the Board Meeting held on Saturday 27 January 2024 - The Minutes were discussed and approved: Proposed: Callum Flaws; Seconded: Julie Akid.
3. Action points (see below) and other matters arising (if not elsewhere on agenda).

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.

27 January 2024

AP1: **Mark** to forward the information regarding the Inverness event in February to Helen for circulation. Discharged.

4. Declaration of Interests – None declared.

5. Grants.

G23 12G – Rousay Parent Council - £328.00 application for funds to support P7 school trip to Hoy - Approved.

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).

Stuart raised concerns over the Internet Wi-Fi in the school community rooms as previously some of activities that required Wi-Fi e.g. Zumba classes, had not been able to run due to connectivity issues. Nicky has investigated this issue and to improve there needs to be a separate connection costing £120 with a £35.00 monthly broadband charge. The board requested that the RCA submits a General Grant application for these costs and agreed the approval of this today. Thus, allowing the RCA/Nicky to start the process now. The application from RCA must arrive in time for the April board meeting to allow the directors to formally approve this.

## 6. The 2024/25 Budget

Stuart went through the budget presentation slides showing how the suggested budget figures link into our Development Plan.

Grants – all grant budgets will be reviewed in 6 months' time and if required the budget lines adjusted.

6.1 General Grants – The board discussed having a maximum amount for applications but decided to keep the general grant process the same this year. Budget approved at £10,000.

6.2 Educational Bursary – The £1,500 limit over 5 years rule has been removed. Budget approved at £7,500.

6.3 Driving Lessons – The amount an individual can apply for has been increased to £750.00 per person. This remains a 'one-off' application per person. Budget approved at £3,000.

6.4 Well-Being – The amount an individual can apply for has increased to £200 per person, per year and the offer extended to cover a wider range of well-being activities. This grant will now incorporate the Child Ferry Tickets grant. The board felt the expansion of activities would help the REW DT engage with new residents applying for this grant. Ellie & Stuart to come up with a new framework for the criteria e.g. services not capital. The travel option will be one x 50 book of tickets per person per year and must be used for wellbeing activities. The board increased the budget to £15,000.

6.5 Child Ferry Tickets – now incorporated into the 2024/25 Well-Being grant offer.

6.6 Medical Equipment – the board agreed with the suggestion that the wellbeing officer should issue the funding to cover residents' medical equipment that they need which cannot be sourced from anywhere else. This will be to a maximum of £500 per person per year. The board will need to know what medical equipment was

purchased. Nicky to work with Ellie on the application paperwork to ensure anonymity for applicants.

6.7 Fuel Crisis – The board will review this offer in the autumn against the ‘cost of living’ and any potential fuel unit price changes. The approved budget will also be used to cover the Energy Packs that were not supplied to those applying for fuel grants in 2023/24. The board felt that if REWIRED Ltd. Are able to gift a higher amount of funding again (as happened in 2023/24) that they would consider offering a two stage Fuel Grant award once again. Budget approved at £10,000.

6.8 Community Event Grant – This grant will have a new name for 2024/25 – Community Activity Grant. The events/activities can be either on or off RE&W e.g. similar to when the Triangle Club visited HOY. Applications are welcome from groups and individuals. Maximum of £1000 per year, up to two separate applications. Grants can do more than one event/activity e.g. activities at £500 and an event of £500. Budget approved at £5,000.

6.9 Emergency Stay Grant – This is a new grant and applications are to a maximum of £100 per person per year. Due to the nature of this grant, this is the only grant where payments will be before the application. This grant will also require proof of flight or ferry delays etc. that caused the applicant to miss the ferry back to RE&W. Budget approved at £1,500.

#### Project & Other Budgets-

6.10 Maintenance – Budget approved at £6,000, once The Manse & The Taversoe are purchased we will need to include the maintenance of the water systems as well as the normal buildings.

6.11 Well-Being Activities & Events – Budget approved at £2,500, Nicky to manage.

6.12 Car Club – In 2023/24 the REW DT was successful in their application to OIC for £5,000 to deliver a ‘pilot’ transport project. OIC were very happy with this project. The fund has reopened again, and the staff are about to make another application for 2024/25. The staff are also working with Mark Hull on the submission of an Innovation UK application for funding to extend the project to include, if successful, a bigger second vehicle. As both of these funds are not finalised at present, the board approved a budget of £2,500.

6.13 Here2Help & Crossroads – Stuart shared that this week OIC were on Rousay offering to recruit care people to do similar work to Here2Help

& Crossroads. Seven people came to find out about the offer. Budget approved at £12,000.

- 6.14 The Pier – The budget includes the costs for the finishing of the fuel contamination clean up, and towards the planning & refurbishment of the building. Stuart shared the latest on the oil clean-up, the carbon system is working well and RSK RAW will return in April to check again to see the progress but are hopeful that they will be able to sign this off with SEPA in June 2024. The board asked Stuart to put together a timeline of what can be achieved this year for the April board meeting and to contact Cindy regarding design options and inform the sub-group of progress and gauge their ideas regarding planning the design of the refurbishment. Budget approved at £175,000.
- 6.15 Pier Store - NILPS funding has been approved to the value of £135,846 to renovate the building. On starting the work, the contractors are advising some additional work to enhance the building. As the building is a REWDT asset, it would be sensible to be able to enhance the end product as queries arise. Budget approved of £15,000 to cover any additional work.
- 6.16 REW Heritage SCIO - This is a contribution to the costs of the Heritage SCIO as the only income they have is from donations (in 2023/24 donations totalled £512.93). Budget approved at £1,000.
- 6.17 Peedie & Rousay Laps – Budget approved at £2,500 for both events.
- 6.18 Rural Housing – This budget is for the two new 2 x bed bungalows in Johnston's Road and the conversion of the upstairs of The Manse into 2 x 1 bed flats. This will bring 4 social housing options to Rousay. This project also uses external funding, the REW DT budget was approved at £265,000.
- 6.19 Trumland – Stuart had just been informed this week that the REW DT has been successful in their Crown Estate Fund application for 50% of the New Ranger post salary and funding to cover part of the sub-projects associated with the post. Budget approved at £6,000, £2,500 for the Ranger sub-projects etc. and £3,500 to install interpretation boards at The Boardwalk.
- 6.20 6kW Turbines on Wyre & Rousay – Budget approved at £3,000 to cover the servicing costs etc. for the 2 turbines.
- 6.21 Website Redevelopment- The website will go live on 04 March. The budget for the remainder of the contracted amount is £2,622, board approved.
- 6.22 Youth Worker – For activities and room hire etc., budget approved at £1,200.

6.23 Community Development Officer (CDO) post budget – This replaces the REW DT Community Promotional Events budget in 2023/24. Board approved at £2,500 For non-externally funded activities and events.

6.24 The Taversoe - The board has committed to purchasing The Taversoe. If the SLF application is unsuccessful (which seems unlikely), then the Community Share Option route would be more important and may raise some money towards the purchase costs. The SLF decision will be known in March. Board approved this as a contingency rather than a budget at £250,000.

6.25 Budgeted Expenses (Core Costs) – The board approved all these as listed.

7. HR – Recruitment of CDO, Ranger, Maintenance Person & Office Cleaner.

The board approved the recruitment of a CDO to replace Stuart's Trust Manager role and the Ranger, Maintenance Person & Office Cleaner positions. Stuart will be leaving the REW DT at the end of June 2024 and will be reducing his hours to 28 per week wef the beginning of March.

8. AOB  
None.

9. Next Board Meeting

The next Board Meeting will be on Wednesday 17 April 2024 starting at 19:30 and held at The Cabin (new office at The Pier).

Summary of outstanding action points.

20 September 2023

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24 February 2024

None.

## 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 Council	Rousay, Egilsay, Wyre & Gairsay Community
REWIRED	Rousay, Egilsay & Wyre Islands Renewable Energy Development
CPO	Community Power Orkney
SNH	Scottish Natural Heritage
HIE	Highlands and Islands Enterprise