

Island of Hoy Development Trust Meeting Minutes

OPEN
MEETING

DATE 19/10/2022 TIME 7:30PM

THE SHORE &
REMOTELY VIA ZOOM

Meeting Called By	Debs Jaques
Minute Secretary	Deanna Johnston
Type of Meeting	Open Board
List of Board Members	Debs Jaques, Moira Cossar, Max Collop (Zoom), Andy Dobrzynski, Kieran Sinclair
NON BOARD	Deanna Johnston, Brian Clegg, Kim Dobrzynski, Nici Budge (Zoom)
APOLOGIES	Keith Dobney, Liz Davidson, Scott Johnston, Christine Bolton, Lindsay Hall

Topics

1	MINUTES OF LAST MEETING	DEBS
Summary of Discussion	<p>BOARD MEETING</p> <p>The minutes of the September 2022 open board meeting were circulated to the Board prior to the meeting. The minutes were proposed as correct by Kieran Sinclair, seconded by Moira Cossar and signed by the Chair.</p>	

2	MATTERS ARISING	ALL
Summary of Discussion	<p>There were no matters arising.</p>	

3	YM	MOIRA
Summary of Discussion	<p>Moira informed the meeting attendees that the ceiling in the bar area of the Shore is failing, adding that there are also 2 windows which need to be replaced due to leaking water. The meeting attendees discussed the idea of obtaining 2 quotes to replace the windows, one of which could be from Tom Whitehead who lives on the island.</p> <p>Paul Tiney has been asked to undertake portable appliance testing, Brian advised that this must be confirmed with the OIC as per legislation requirements. Regarding the electrics, Moira is considering replacing the current bulbs with LED bulbs in the interest of reducing costs.</p> <p>The draft lease is now with the IoHDT's solicitor.</p> <p>The Community Café continues to be attended well, Moira has received various suggestions for improvement, and mentioned a new till specifically. Kim queried whether or not card payment facility could be introduced, Moira has concerns around the cost element of this, however, will investigate further options. Debs suggested using the QR code donation facility for the YM SCIO and displaying it around the building.</p> <p>Moira has submitted an application for funding from the CARES fund which is administered by Local Energy Scotland for funding towards upgrading the energy efficiency of the YM. The intention is to apply for 70% of the desired</p>	

	<p>amount on the understanding that the SCIO are therefore required to fundraise a minimum of 5%, with the final 25% being requested from the Council.</p> <p>The SCIO are hoping to host a Burns supper in February.</p>
Conclusions	<p>Some repairs required in the building, quotes are to be obtained. Portable appliance testing is to take place. The draft lease is now with the IoHDT's solicitor. Methods for easier payments at the YM are due to be investigated to include a new till, card payments and QR codes for donations.</p> <p>Application currently in for CARES funding towards energy efficiency.</p>

4	FINANCE	DEBS
Summary of Discussion	<p>Debs confirmed that of the £8000 which Liz requested to transfer out of the Priority Projects fund, £5000 was deposited into the Community Fund, £1000 to the T&L Fund, and the final £2000 to the electric vehicle fund. All Directors present agreed these balances. Liz did advise that Community Fund applications would need to be very carefully considered as the IoHDT has awarded £31000 since April 2022. Debs suggested that the Trust may need to consider capping the grants at 80% of the requested balances.</p> <p>Questions from Scholes are now being asked about the 21 – 22 audit of accounts. Scholes will prepare draft accounts shortly, once complete Liz will then provide detailed forecasts ahead of the finance meeting provisionally arranged for January 2023.</p>	
Conclusions	<p>The movement of balances between fund pots was agreed by all Directors present. The Community Fund will need close monitoring moving forward due to its high utilisation during the financial year so far.</p> <p>The audit continues, and Liz will shortly prepare financial forecasts ahead of the finance meeting in January.</p>	

5	HEALTH & WELLBEING	MOIRA
Summary of Discussion	<p>Moira confirmed that Denize's groups continue to be busy and successful, additionally, on a Friday the group attendees are staying at the YM for the lunch club.</p> <p>Denize is in liaison with Greener Orkney about obtaining slow cookers and kettles for those in high levels of poverty.</p> <p>Moira has been considering the idea of supporting the groups which use the YM during the winter by waiving the hire fee. It is suggested that by doing so, it may mean that individuals can attend more activities and groups by not being hindered by their finances. Moira thought perhaps it would be possible for the Board to consider funding this through Priority Projects and will prepare forecasted costs for the Board to consider.</p>	
Conclusions	<p>Potential for Greener Orkney to supply slow cookers and kettles for those in poverty. Moira has suggested waiving hire fees for groups throughout winter in order to make groups more inclusive for those experiencing winter poverty.</p>	

6	CDO	KIM
Summary of Discussion	<ul style="list-style-type: none"> CNI 	

The steering group is now operational and continues to gain interest. The job advert for the CNI officer is now published with a start date for the successful applicant set to be in mid November. Debs queried the memorandum of understanding around the prospect of having to find the funding for the carbon audit out of the £40000.

- Youth Club

Kim informed the meeting attendees that the OIC received applications from 6 people for the Youth Club posts. The OIC were unable to recruit anyone for the posts and re-advertised. Nici offered to add the Youth Club to the remit of the Youth Hub, however, Kim feels that it is important for the OIC not to relinquish its responsibility to young people in the Community.

- Youth Hub

The Youth Hub had its first session this week and it was a successful, well attended, evening.

- Community Café

Kim acknowledged the hard work from those involved in the Community Café which is now operational and accepting customers every Tuesday and Saturday.

- CAP

Kim has the action plan almost ready to go and intends to meet with the steering group one last time before holding the consultation events. These are set to take place on separate Saturdays. Rachel Thomson has confirmed availability of the Hoy Centre for one of the consultation events and advised that the hire fee is £10 for half a day.

- Warm Hub

Kim informed the meeting attendees that an application for funding towards the Warm Hub had been unsuccessful. The idea of changing the name to 'Social Hub' had been discussed so as to remove any stigma which may potentially be attached. Kim queried whether or not the Board felt it beneficial to base herself at the YM during some days of the week, so that she was able to provide 'drop in' sessions for anyone who is struggling with fuel poverty, as well as availability for giving advice on various other issues if asked. Denize could also be available for those who are seeking welfare support. Brian asked Kim and Denize to provide information about individuals who may be experiencing fuel poverty as a result, and that the HEM SCIO is now available to receive referrals. Brian queried how many people this affected, adding that it was crucial to address the cold home and not just the immediate needs of individuals. Andy Trafford informed Kim that he would also be willing to welcome people into the school if they were struggling to heat their homes, and that this could be arranged around the bus timetable. Debs felt that careful consideration would need to be given to this idea however, as there would be a potential for reducing the possibility of other groups hiring the NWC if it was to be utilised as a hub for people to visit, which is part of an IoHDT project. Brief discussion around offering hot food and drink at the hub also took place, it was felt that this may dilute the enthusiasm for the Community Café and Lunch Club, and may result in people only visiting the YM on days when they can eat and drink for free.

- Light Up Red

Kim has been contacted about the potential for the IoHDT to light buildings up with red lights as part of an awareness campaign for the annual poppy appeal. The Orkney Theatre Group and Gary Burton are involved, and so far the Royal Hotel, Health Centre, Fire Station and Scapa Museum have been approached. Kim intends to request a donation from the Community Council and asked for permission to cash flow the cost of the filters upfront using her ring-fenced funds. Brian feels that the appeal is not IoHDT business.

- Visit Scotland Tourism Strategy

	Kim has received correspondence from Cheryl Chapman about a tourism strategy in order to create a tourism plan. Debs confirmed that tourism was not currently in the IoHDT's remit.
Conclusions	Kim delivered an update on all of the CDO projects which she has been involved with or contacted about since the last Board meeting to include CNI, Youth Club, Youth Hub, Community Café, CAP, Warm Hub, Light Up Red and Visit Scotland Tourism Strategy.

7	BUSES	DEBS
Summary of Discussion	Debs confirmed that the IoHDT has been awarded £98176 to purchase an electric minibus. The application submitted was for 2 buses, 1 has been secured. There is currently an 8 month lead time on a brand new bus, however, there is a bus which is 3 months old but has never been used with a 3 month lead time which may be the preferred option. Debs added that the IoHDT has also applied for 100% funding towards a 22kw charger via the Energy Saving Trust.	
Conclusions	£98176 has been awarded for the purchase of an electric minibus. An application for funding for a 22kw fully funded charger has been submitted.	

8	TURBINE	BRIAN
Summary of Discussion	Brian confirmed that there is no change from the report circulated at the start of the month. There is, however, potential for a price cap at 5 – 6p per unit for renewable energy which would see the income of the turbine meet similar figures to those of 2 years ago, despite operation costs continuing to increase year on year. Brian's concern is that as operation costs reach in excess of £250000 per year, these higher running costs combined with a capped export price will result a drastic reductions in surplus funds. There is also potential for a windfall tax to be implemented, although there is a possibility that HEL may be exempt on the basis that it makes charitable donations. Brian is uncertain as to what the future of the turbine holds, and will continue to update the Board accordingly.	
Conclusions	A possible price cap in exported energy, and an increase in operation costs may make the future income levels of the turbine uncertain.	

9	HOY ENERGY MATTERS	BRIAN
Summary of Discussion	Work on the pilot systems continues so as to fine tune them and get the most out of the darker days. Brian is utilising the online data to maximise the benefit of the systems. HEM has obtained 20 towers but no panels as yet, and the SCIO have not yet been able to obtain a bank account. The next 20 properties for the project have not yet been identified. Brian confirmed that HEM is now accepting referrals for individuals who are experiencing fuel poverty.	
Conclusions	Data collection and fine tuning of the pilot systems continues. 20 towers have been obtained, but the panels and the bank account are still outstanding. The next 20 properties for the project are yet to be identified. Referrals are now being accepted for those in fuel poverty.	

10	CORRESPONDENCE	ALL
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Summary of Discussion	There was no correspondence
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11

AOB

ALL

Summary of Discussion	<p>Kieran expressed an interest in the possibility of the IoHDT exploring property development and the idea of a care home on Hoy. Debs is aware that there are various funding streams which may be applicable, but staffing would always be an issue, adding that there would be further employment issues at stages where there were no residents in the care home.</p> <p>Steve Rhodes has an application for funding submitted towards e-bikes via the E-Bike Fund. He is also looking to obtain funding through Cooke Aquaculture. Debs thought that there may be a possibility that the Energy Saving Trust may be looking to rehome second hand e-bikes.</p>
Conclusions	<p>Kieran is interested in the idea of developing infrastructure for a care home, Debs has concerns about how this might be staffed.</p> <p>Steve Rhodes is applying for funding towards obtaining e-bikes to be used by islanders.</p>

The meeting closed at: 21:20

Date of next meeting: 16.11.22

Written by: Deanna Johnston
Minute Secretary

Proposed for adoption by: MOIRA
COSSAR

Seconded by: ANOU
DOBZYNSKI

Signed
(Chair)

S. D. Jaques