

# Island of Hoy Development Trust Meeting Minutes

## ANNUAL GENERAL MEETING

7<sup>TH</sup> MARCH 2018

19.30

THE SHORE, YM COMMUNITY  
HALL, LONGHOPE

Meeting Called By	Deborah Jaques
Minute Secretary	Liz Davidson
Type Of Meeting	Annual General Meeting
Attendance – Board Members	Deborah Jaques, Ian Davidson, Max Collop, Adam Clark, Lindsay Hall
NON BOARD	Liz Davidson, Deanna Johnston, Brian Clegg, Helena Cutler, Ron Cutler, Bernard Tillotson, Lynn McLaren, Moira Cossar, Sandy Cossar, Sue Hollands, Jude Callister, Trish Avis, Jill Collop, Alice Albinia, Keith Dempsey

### Topics

1	WELCOME	DEBORAH JAQUES (CHAIR)
Summary Of Discussion	The Chair welcomed everyone to the meeting and thanked them for coming. She also advised that membership forms and sign up forms for the newsletter were available should anybody want one.	
2	QUORUM AND APPOINTMENT OF PROXIES	DEBORAH JAQUES (CHAIR)
Summary Of Discussion	The meeting was quorate. One proxy vote appointing the Chair had been received from Keith Dobney.	
3	APOLOGIES	DEBORAH JAQUES (CHAIR)
Summary Of Discussion	Moira Groat and Keith Dobney	
4	APPROVAL OF THE MINUTES OF THE AGM OF 7 <sup>TH</sup> DEC 2016 AND MATTERS ARISING	DEBORAH JAQUES (CHAIR)
Summary of Discussion	The Chair asked if everyone had read the minutes of the previous years' AGM held on the 7 <sup>th</sup> December 2016 and said that copies were available, everybody had read these. She asked for approval of these minutes. These were proposed by Lindsay Hall seconded by Ian Davidson and signed by Deborah Jaques as Chair.	

5	ADDRESS BY THE CHAIR	DEBORAH JAQUES (CHAIR)
Summary of Discussion	Copies of the Consolidated accounts and Trustees report for the year ended 31 March 2017 had been circulated to members ahead of the meeting, but were also available at the meeting and on the website. There were also some graphs available at the meeting showing the uptake of the Community Fund and the Training & Learning Fund to the end of December 2017.	
	The Chair covered the following areas in her address; details of these are included as an annex to the minutes.	
	Community Fund; YM Community Hall; Community Bus Service; Health & Care; Broadband; IoHDT Structure; and Surveys / Community Engagement;	
	The Chair thanked the office staff and the bus drivers for their hard work throughout the year.	
	The Chair then paid tribute to Matthew Budge, who had been a director of the Trust until his sad loss during the year, expressing that he would be much missed for his lively and forthright contribution to the Trusts meetings and his practical, down to earth help.	
	The Chair then handed the meeting to the Finance Officer to present the report and accounts for the year, adding that the Treasurer was currently unwell and not able to attend.	
6	REPORT AND ACCOUNTS – TO RECEIVE AND CONSIDER THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017 AND THE REPORTS OF THE CHARITY TRUSTEES AND AUDITOR	LIZ DAVIDSON (FINANCE OFFICER)
Summary Of Discussion	The Finance Officer gave a summary of the report and accounts for the year to the meeting, hi-lighting some of the more predominant figures (details of her summary is included as an annex to the minutes). She asked if there any questions regarding the report & accounts, however none were forthcoming.	
	The Finance Officer proposed the accounts for acceptance by the members, the proposal was seconded by Max Collop and the members duly accepted the accounts.	

7	RE-APPOINTMENT OF AUDITORS AND SECRETARY	DEBORAH JAQUES (CHAIR)											
Summary Of Discussion	It was proposed by the Chair that Scholes Chartered Accountants be re-appointed as Auditors and Company Secretary for the Trust. This was seconded by Max Collop.												
8	HOY ENERGY LTD REPORT	BRIAN CLEGG											
Summary Of Discussion	Brian Clegg addressed the meeting on behalf of Hoy Energy Limited. His report is annexed to the minutes. After giving his report, Brian asked if there were any questions, however none were forthcoming.												
9	QUESTIONS FROM THE FLOOR	DEBORAH JAQUES (CHAIR)											
Summary Of Discussion	The Chair asked if there were any questions. None were forthcoming.												
10	RESIGNATION OF TRUSTEES	DEBORAH JAQUES (CHAIR)											
Summary Of Discussion	The Chair informed the meeting that the three longest serving directors would now stand down as is required in rotation. Max Collop, Lindsay Hall and Ian Davidson all resigned their posts. Adam Clark also put forward his resignation. The Chair thanked Adam for his time served as a Director of the Trust.												
11	NOMINATIONS AND APPOINTMENTS OF TRUSTEES	DEBORAH JAQUES (CHAIR)											
Summary Of Discussion	Deborah Jaques had received 5 Trustee Proposal forms ahead of the meeting.												
	<table><tr><td>Proposer</td><td>Proposed appointee</td></tr><tr><td>Teresa Bird</td><td>Ian Davidson</td></tr><tr><td>Vera Sperling</td><td>Lindsay Hall</td></tr><tr><td>Jill Collop</td><td>Max Collop</td></tr><tr><td>Elizabeth Davidson</td><td>Molra Cossar</td></tr><tr><td>Ian Davidson</td><td>Keith Dempsey</td></tr></table>	Proposer	Proposed appointee	Teresa Bird	Ian Davidson	Vera Sperling	Lindsay Hall	Jill Collop	Max Collop	Elizabeth Davidson	Molra Cossar	Ian Davidson	Keith Dempsey
Proposer	Proposed appointee												
Teresa Bird	Ian Davidson												
Vera Sperling	Lindsay Hall												
Jill Collop	Max Collop												
Elizabeth Davidson	Molra Cossar												
Ian Davidson	Keith Dempsey												
	Deborah asked if there were any further nominations, there were none. She then asked the meeting if there were any objections to the proposed appointees joining the board, no objections were held, and the appointees duly joined the board.												
	Deborah Jaques thanked everyone for attending and informed the meeting that a directors' only meeting would be held following the close of the AGM to appoint office bearers.												

The meeting closed at: 20.30

Written by: Liz Davidson  
Minute Secretary

Proposed for adoption by: *Maria Connor*

Seconded by: *D Johnston*

Signed (Chair) *S. D. Jaques*

### **Address by the Chair**

Copies of the Trustees report and the consolidated accounts available and can be also found on the website.

**Community Fund:** We have continued to operate our funds which were set up to distribute income from the wind turbine to residents of the island. Grants from the main fund, the Community Fund (CF) are awarded to groups and organisations on Hoy and Walls to support community projects. This year fewer applications were received for the CF but grants were awarded to various organisations including the Hoy Kirk, the Parent Council, North Walls School, the Longhope Sailing Club and the Hoy Centre. Overall, from 2014 just under £65K has been awarded

The Training and Learning Fund (TLF) has been well supported and grants with 53% of the funds being used for courses directly related to employment opportunities.

Reviewing the funds, together with community consultation, has led to the scope of the TLF being widened to allow parents to apply for grants to support under 16s to undertake a variety of courses and activities (including help with travel costs). Already over £6000 has been awarded for help towards horse riding and drum lessons and rugby training on mainland Orkney.

Additionally, a third aspect of the fund was established to assist groups to set up workshops and bring course trainers to the island. So far, workshops as diverse as Tai Chi and machine embroidery have benefitted from this fund. We also became aware of a need to assist community groups with the transport and accommodation costs of visiting acts and bands (where the outcome is for a charitable purpose or community benefit) and so we launched an Event Support Fund. Already, this fund has helped the Gable End Theatre and Haey Sound (choir).

Information about the funds has been documented and made available to the community in a series of newsletters.

**The YM:** The hall's usage has increased over the year, with other community organisations making use of the new extension, The Shore, to hold their meetings. The popular IT and craft clubs have continued, with attendance at the latter increasing considerably and including a regular children's craft workshop. Other groups e.g The Hoy Dancers and Hoy Hounds clubs have also continued to hold their weekly meet-ups in the main hall. The Friday lunch club (in conjunction with the Haey Hope Club for the over 60s) has also relocated to the Hall, with staff, funded by Orkney Islands Council, providing a hot meal and social activities for between 15 and 25 people. Other community events such as ceilidhs, folk festivals, concerts, takeaway nights have made good use of all the available facilities. The Trust has continued to support the YM committee and are currently reviewing health and safety and management of the hall, in collaboration with Voluntary Action Orkney.

**Community Bus:** The scheduled community bus service has continued to run. Funding from Orkney Islands Council Community Transport Grant Scheme has provided support, together with the Bus Service Operators Grant from Transport Scotland (TS). Since the last AGM, the Trust has been looking to the future and we are currently investigating how reducing carbon emissions and running costs and also replace at least one bus with an electric vehicle. We received funding from Transport Scotland to conduct a feasibility study into the establishment of rapid charging infrastructure on the island, together with a switch to a fully electric bus. This was undertaken in collaboration with Community Energy Scotland (CES). Applications have been submitted to TS's Low Carbon Travel and Transport Challenge Fund and the Climate Challenge Fund but so far we have failed to secure funding. We are actively seeking alternative funding options.

**Health and care:** Since the last AGM we have also engaged in dialogue with relevant bodies regarding community led care, attended various networking events with OIC, Orkney Health and Care and HIE. We've also been involved in a recent consultation relating to the Community Led Care project in conjunction with other Orkney Trusts, HIE, VAO and Robert Gordon University. Views were sought at a recent drop in at the Hoy Centre and a workshop held at the YM. If you missed it and have some views, there are some forms that you can fill in before you go. It is hoped that the project will provide an evidence base to allow a second funding application for the further development of a model of community led care suitable for the islands.

**Broadband:** The situation with broadband and digital connectivity seems to worsen day by day and as such the Trust continues to keep abreast of developments and to investigate ways of improving the situation. It continues to engage with HIE and Community Broadband Scotland and other Development Trusts, as well as lobbying the local MSP and attending various local digital forums. However, despite community led options working well in other areas of the country, The Trust cannot commit to such a project whilst the Scottish Government continues to roll out its 'Reaching 100% project' – a commitment to deliver superfast broadband access to 100% of premises in Scotland.

**Other:** Several other consultations and surveys have been undertaken including one concerning electric vehicles and bus use and a housing needs survey undertaken in collaboration with the Hoy Trust. The latter was for the purpose of engaging with OIC with the possibility of applying to the Rural housing fund. Completed surveys and other queries were reviewed and none of the circumstances met the criteria of the grant. These individuals were subsequently given contact details so that they could contact relevant parties in OIC for more specific help.

**Trust Structure:** The Trust continues to review its operations to improve the effectiveness of the organisation. This year a Board health check and skill audit was undertaken by HISEZ and the Trust is currently implementing recommendations made following the review. Still a priority is attracting new Directors to the board (including those with specific interest/expertise with youth and leisure, and IT awareness) and this remains an ongoing activity.

The Trust has also endeavoured to enhance its profile and community engagement by the use of articles/newsletter, upgrading its website and engaging in social media activities such as facebook and twitter. Members of its staff have undertaken various digital skills workshops and this training is likely to continue. Lots more activity on our facebook and maybe a tweet or two!

Currently we are looking to work with the community and other community organisations to create a local action plan and update our development plan. In this we are being supported by the Scottish Community Development Centre and tonight we are launching a questionnaire to identify the priorities of residents and to update information last received in 2011. I know, not another survey, but our community has changed quite a lot in recent times and we need to know what the communities thoughts are seven years on.

Please do complete the survey - and encourage everybody in your household to do the same.

#### **Thanks**

The Trust is very lucky to have Liz Davidson as our Finance and Admin officer who together with Deanna, another talented lady, run the office, deal with all the paperwork and keep us up to speed on the Trust finances.

The other trust employees are our bus drivers. I'm very proud of them for keeping the bus running through thick and thin, snow, ice, wind, rain.

Finally, and by no means least, we lost one of our directors last year. Matthew Budge. He will be very much missed for his lively and forthright contributions to the Trust's meetings and his practical, down to earth help.





## Island of Hoy Development Trust

### **NOTES ON THE FINANCIALS FOR AGM 7<sup>TH</sup> MARCH 2018**

The consolidated financial accounts for the year end 31<sup>st</sup> March 2017 have been audited and signed by Scholes Chartered Accountants and have been signed by the Board of Directors of IoHDT and submitted to Companies House and to OSCR.

All members have received a copy of the accounts, these now to be formally received at this meeting.

Audited Accounts for the year end 31<sup>st</sup> March 2017 – Summary points

The accounts of the year show a surplus of £37,040 for the group, with a healthy balance sheet of £1,090,280.

Grants received from external bodies by IoHDT in the year totalled £24,948. Of this £12,553 was for the buses, £8670 for the electric hub feasibility study and £725 towards the YM insurances.

Grants paid out to community members and groups totalled £15,790 for the year. The loan from the Co-op bank for the wind turbine stood at £1,233,376. This ends in December 2026.

The first release of funds from the Turbine happened in 2014, as @ the end of December 2017 this totalled £395,000.

Over the 4 years, £64,919 has been given out in grants to community groups, £33,777 has been given out in grants for training & learning to individuals and groups and to groups hosting events on the island to help with travel & accommodation costs for artists.

£19,771 has gone to support the bus running costs.

£61,200 has been spent on employment including the bus operation.

£35,943 has been spent on the core operations of the Trust to include governance, audits, office costs, website etc.

The core operations of the Trust are held within budget.

£28,125 is held by the Trust as a reserve, this is to ensure continued operation of IoHDT for 12 months in the event of unforeseen circumstances and is a requirement of our audit.

Funds available for the community to apply into at the end of December totalled £151,265.

There are some graphs available for anyone interested showing a further split of the grants achieved by the community.

The buses current operational costs are circa £54,000 pa, paid for by a combination of grants, fares and turbine support.

Registered in Scotland as a charity (SC038909)  
Company Limited by guarantee (SC306586)  
Registered Office: 8 Albert Street, Kirkwall, Orkney KW15 1HP



## **HOY ENERGY LIMITED**

Since the last loHDT AGM Hoy Energy Ltd have completed the 2016/17 year end and have submitted audited accounts for the very same - these are now a matter of record, but always happy to take questions if there are any.

In summary the 2016/17 trading year was concluded with turnover of circa £395k, around 10% lower than the previous year, due mainly to low wind and falling market prices for exported energy.

The operating costs also increased circa 25% over the previous year, due mainly to increased maintenance and insurance costs, largely budgeted for and expected but nonetheless impacting heavily.

Despite these negative factors some savings and efficiency gains were achieved and the level of trading surplus transferred to the loHDT was £85k in addition to the £5k for lease fees and £14k in loan repayments.

As we are now three weeks away from our next financial year end we can speak with reasonable confidence about our current performance.

Thankfully turnover has already exceeded last year but not massively and will likely sit somewhere around our weighted annual average (which takes into account insurance claims etc).

Operating costs are again in the same arena as last year, around 4% increase in most respects although some reductions were obtained with insurance costs.

Export prices for generated energy were again disappointing with 3p per unit being common in the market place, some days spot prices were lower than 2.9p - steps have been taken this year to halt this trend through forward selling.

In conjunction with the CPO consortium we have just forward sold 90% of our 2018/19 energy generation for 4.67p per unit before charges - hopefully this move will have a positive impact in the next trading year.

After 6 years of excellent support our Turbine Responder Allan Lain left the island to live south - he has been replaced by Max Andrews who is now in post and providing the essential monitoring cover we need whilst undergoing more in-depth training.

Recent events, in particular BT's decision to remove the Private Wire comms system, presents us with some serious challenges ahead - this is currently an essential part of our ANM grid connection.

Their replacement offering, digital over fibre, is likely to cost circa £100k to install with £14k annual running costs - surveys are completed and a formal quote is expected shortly.

Some interesting negotiations are about to be embarked upon with the Bank and the insurers.....more to follow on this one for sure!