

Island of Hoy Development Trust Meeting Minutes

OPEN
MEETING

5TH JULY
2017

8PM

NORTH WALLS COMMUNITY
ROOM

Meeting Called By	Deborah Jaques
Minute Secretary	Liz Davidson
Type Of Meeting	Open Meeting
List Of Board Members	Deborah Jaques, Ian Davidson, Keith Dobney, Max Collop, Jayne Traynor
NON BOARD	Liz Davidson
APOLOGIES	Matthew Budge, Lindsay Hall, Brian Clegg

Topics

1	MINUTES OF LAST MEETING	DEBS
Summary Of Discussion	<p>BOARD MEETING</p> <p>The minutes of the May closed meeting are to be presented at the next meeting on the 26th July.</p>	

2	MATTERS ARISING	DEBS
Summary Of Discussion	<p>There were no matters arising.</p>	

3	COMMUNITY FUND / TRAINING FUND	DEBS
Summary Of Discussion	<p>There had been one application received for the current round of the Community Fund, Debs said that the PEP was now down to four people, and as such she may need director input for assessing the application. There was a general discussion regarding future assessment of community fund applications, the board assessing the applications in the future was a possibility that was hi-lighted.</p>	

Conclusions

Action Items	Person Responsible	Deadline
Decide on the future assessment of community fund applications	All	
Set a date for the PEP meeting for the current application or a date for the board to review this	Debs	
Set the deadline date for the next Community Fund application round	Debs	

Summary of Discussion

Ian had circulated the documents regarding the tourist development and community acquisition of the Royal Hotel and the Stromabank Hotel to the board ahead of the meeting. He explained that if the board agreed to go forward, the first step would be to make a pitch over the phone to the Scottish Land Fund (SLF) who then decide whether the idea is likely to fit the SLF criteria for feasibility funding. If it does then Claire Munro at HIE in Inverness would come on board along with a management team from SLF. Ian said that a small steering group would be set up to identify what is needed for the feasibility study, this would then be discussed with the SLF management team and quotes would be obtained.

There was a general discussion regarding this, all board members agreed that if both hotels were to close it would have a serious impact on the island and the community in general. It was also agreed that if the hotels could be kept going, alongside an island tourist development initiative that this would help to create employment on the island.

Debs asked if the feasibility application to SLF would include the wider tourism strategy, Ian said that this would not be included in the application to SLF as they only deal with the asset acquisition, however BLF and HIE have funding available for this aspect so this would be dealt with separately.

Keith asked what the feasibility funding would cover. Ian explained that it would not cover staff costs; however it will cover all aspects of valuations, legals, surveys, business plans and the creation of the application to SLF for acquisition.

Max raised two concerns and asked for them to be noted.

- 1) Is it permissible for the Trust to acquire assets of this type under their charitable status, is it within OSCR's guidelines;
- 2) From the perspective of HEL, the Co-op bank is an "ethical" bank and this type of acquisition may not be acceptable to the bank. Max said that he would like to see this cleared with the bank before going ahead.

With regard to point 1, Ian said that in discussions with HIE & VAO so far about the potential project that neither of them had indicated that this would be a problem to OSCR. Ian went on to say that if the acquisition were to go ahead, all professional advice would have been taken through the feasibility stage to ensure that the Trusts charitable status would not be at risk, and to identify what the vehicle for this should be; Ian said that a Community Benefit Society (Bencom) may be a possible route, however again this would all be under professional advice.

Point 2 was discussed further, Debs pointed out that the feasibility study is about tourism and community benefit not about running a pub, and by going ahead with the feasibility application, that this would not commit the Trust to anything further at that point. Ian pointed out that if the hotels were tenanted, the Trust is purely the owner of the assets and not running the

business.

Ian said that he absolutely understood Max's concerns and assured him that both of these would be addressed ahead of the acquisition application, if indeed, the project got this far.
Keith said that he felt that the Trust should explore the opportunity to see if it is feasible, taking into the feasibility Max's points.

Further discussion took place regarding the wider tourist development, Ian informed the board that Chessa at HIE had advised of HIE partial funding (70%) for a business post graduate placement that could fit the tourist development. Ian said applications open for this on the 24th July with a deadline of the 21st August, the aim for an individual to be in place by the week commencing 25th November.
Keith said that it was similar to the Heritage placement, and that the additional 30% for this was achieved through the OIC Community Development Fund. Keith said he would send Ian a copy of the application that was done for the heritage placement.

The board agreed that Ian could go ahead on the Trusts behalf with application into the SLF feasibility fund; Max said that he was happy with this subject to the previously raised concerns.

The board also agreed that an application into the HIE post graduate fund should go ahead.

Conclusions

The board agreed to go ahead with the feasibility study with SLF.

The board agreed to apply to HIE for the post graduate placement, and to OIC as match funding for this.

Max's concerns regarding OSCR and the Co-op bank were duly noted and assurances given that these will be addressed ahead of any acquisition commitment.

Action Items	Person Responsible	Deadline
Telephone call with SLF pre feasibility fund application	Ian	
Feasibility fund application	Community Assets sub group	
Send Ian copy of Heritage HIE application	Keith	
Post Graduate placement application HIE	Ian	
Post Graduate placement application OIC	Ian	

5	ACCOUNTS	LIZ
Summary of Discussion	<p>Liz had circulated the June reports to the board ahead of the meeting and asked if there were any questions, none were forthcoming.</p> <p>Today was Deannas' last day and she was now on maternity leave until 5th April 2018, however she would be supporting remotely and from time to time would be in the office.</p> <p>The audit had started, however it would probably be a couple of weeks before any queries would come in as Scholes would be doing their testing on the records first.</p>	
Conclusions		
Action Items	Person Responsible	Deadline

6	WIND TURBINE	BRIAN/MAX/LINDSAY
Summary of Discussion	Brian had circulated the reports ahead of the meeting. Max asked if there were any queries, none were forthcoming.	
Conclusions		
Action Items	Person Responsible	Deadline

7	BUSES	DEBS
Summary of Discussion	<p>Debs advised the board that Jo Sinclair had resigned as bus driver and had given one months notice from the 3rd July. As such there would be adverts placed for a replacement driver.</p> <p>Keith reported that with regard to the electric hub, no-one in the Highlands and Islands area had received funding through the low carbon initiative; however there is to be a second round of this to happen in the Autumn with adjusted criteria.</p> <p>The Climate Challenge Fund is now open for applications and the bus sub group is liaising with CES about this.</p> <p>Debs asked the board if they were content for the bus sub group to continue pursuing this, the board confirmed that they were.</p>	
Conclusions		
Action Items	Person Responsible	Deadline
Continue to pursue the electric hub	Bus Sub Group	

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CORRESPONDENCE

ALL

Summary of Discussion	<p>1)HIE had sent information regarding the Scottish Community Development Centre - Supporting Communities 2017-18. Debs had registered an on-line interest particularly to do with community engagement and development plan.</p> <p>2)Chessa and Valerie from HIE will be coming out to the Island on Monday 14th August to meet with the Trust, Debs said that she, Liz, Ian and Jayne would attend and invited any other directors who wished to join.</p> <p>3)A member of the Community had spoken with Debs regarding Orkney tea towels that have been produced with different places in Orkney on them. One of the tea towels does not say that the Hall of Seatter is on the Island of Hoy and Walls, the community member had spoken to the printers about this, however they said to change it would cost £450 so she asked if the Trust could contact the printers. Debs said she would do this.</p>	
Conclusions		
Action Items	Person Responsible	Deadline
Contact printers about tea towel	Debs	

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AOB

ALL

Summary of Discussion	<p>1)Eamonn had spoken with Max regarding his concern that some of the photographs on the Trust website should be checked for copyright. Liz asked Max if Eamonn could identify which sections of the website this relates to so that the photos could be removed and replaced. Max said he would do this. Keith confirmed that all the heritage photographs from Gavins' project were ok.</p> <p>2)Jude had been in contact regarding the flags at the Arctic Convoy Memorial which are in a very bad state of repair, Jude felt that it would be better if they were taken down before the HMS Vanguard Commemoration on Sunday. Keith said he would do this, and also speak to Bob Miller about new flags and the intended events at the memorial.</p> <p>3)Ian had circulated the final information regarding the Rural Housing Fund to the board ahead of the meeting. He summarised that after completing a housing needs survey and following up with a further conversation with the</p>	

	<p>Hoy Trust, that only 3 enquiries were received, however none of these fitted the Rural Housing Fund criteria. Ian had met with Luke Fraser at the OIC and Luke suggested that the people who had enquired should contact him directly as there may be different funding directly through the council that could help with their requirements.</p> <p>As such there will be no further action taken regarding the Rural Housing Fund.</p> <p>4)Max asked if there had been any further development regarding DSM and the decommissioning project at Lyness. Jayne said that another company has taken over DSM which has delayed the project; Ian confirmed this, saying the James Stockan had advised that DSM had been taken over by a large European company, and that a new consortium was being formed to pursue the Lyness project.</p>	
Conclusions	The Rural Housing Fund project was closed.	
Action Items	Person Responsible	Deadline
Speak to Eamonn regarding website photographs	Max	ASAP
Sort out website photographs	Liz	ASAP
Take Flags at Arctic Convoy Memorial down	Keith	Before 09/07/17
Speak to Bob Miller regarding new flags & the intended events at the memorial	Keith	ASAP

The meeting closed at: 21.50

Date of next meeting: Next Board Meeting 26th July 2017 – Closed Meeting

Written by: Liz Davidson
Minute Secretary

Proposed for adoption by: *Keith* Seconded by: *Ian*

Signed
(Chair)

S. D. Jaques