

Island of Hoy Development Trust Meeting Minutes

OPEN
MEETING

18TH APRIL
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, Lindsay Hall, Keith Dobney, Max Collop
NON BOARD	Liz Davidson, John Budge
APOLOGIES	Matthew Budge, Rob Seatter, Adam Clark, Jayne Traynor, Brian Clegg

Topics

1	MINUTES OF LAST MEETING	DEBS
Summary Of Discussion	<p>BOARD MEETING</p> <p>The minutes of the March closed meeting were proposed as correct by Lindsay, seconded by Ian and signed by the Chair.</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>Debs said that she had nothing to report on the Community Fund or the Training Fund, and asked if anyone else had anything.</p> <p>Ian said that he couldn't understand the rationale behind the training fund being limited to only £300 for driving lessons, where all other aspects of the fund have a limit of £500. Debs said that originally it was £300 for the lessons with the £200 being available for test fees. Ian said that he felt that the Trust shouldn't be dictating that only £300 can be spent on lessons, and that it should be up to the individual, if they spent the £500 on the lessons, then they would have to cover the test fee themselves, but it should be their choice.</p> <p>The board agreed with this and Ian proposed the limit be raised to £500, Max seconded this proposal.</p> <p>Max asked again about the potential of a loan scheme for community members. Ian said that Westray have a third party who handles their loan scheme and they charge the Trust quite significantly for handling this, he also</p>	

	pointed out that the money is community money and the Trust is responsible for the risks associated with the use of these funds. Debs said that it is a fairly complex area as credit checks among other checks would have to be carried out. It was agreed to look at the Westray loan details again.	
Conclusions	The limit available for driving lessons through the training and learning fund would be increased to £500 to bring it into line with the rest of the fund.	
Action Items	Person Responsible	Deadline
Change Training & Learning fund forms to reflect the £500 limit on driving lessons	Liz	ASAP
Circulate the Westray loan details again	Debs	

4	ACCOUNTS	LIZ
Summary of Discussion	<p>Liz had circulated the February reports ahead of the meeting, she asked if there were any questions but none were forthcoming.</p> <p>Liz informed the board that the start date for the financial audit was to be the 3rd July 2017.</p> <p>Debs said that she would circulate last years' Trustees report to the board so that they could start to consider this years.</p> <p>Ian asked if the AGM was likely to be in December again. Liz said that she thought it probably would be, however it would be down to the timing of the audit finishing and the final accounts being produced (it is possible that it could be sooner).</p> <p>There was a conversation about community engagement, Debs said that Hisez had suggested a summer road show; Ian suggested maybe having an event after the AGM and to hold the AGM in the Shore.</p>	
Conclusions	The audit is due to start on the 03/07/17 with the AGM probably being held in December.	
Action Items	Person Responsible	Deadline
Circulate 2016 Trustees report to the board for consideration for the 2017 report to be done	Debs	

5	WIND TURBINE	BRIAN/MAX/LINDSAY
Summary Of Discussion	Brian had circulated the report ahead of the meeting, there were no questions on this. Max said that March had been a good month and that April was looking to be good also.	
Conclusions		
Action Items	Person Responsible	Deadline

6

BUSES

DEBS

Summary of Discussion

Debs informed the board that Highlands & Islands Transport Group is asking the Scottish Government to look again at the hub feasibility grant. Currently no-one in the Highlands & Islands can obtain the match funding required. Highlands & Islands Transport Group is working on the premise that European money is supposed to be spent equally.

Ian asked about whether hydrogen power may be an option for the buses, Debs said that it's very much in its pilot stage.

Debs said that HIE have a Carbon Innovation fund, however it is not specifically for transport, she said that the deadline is the end of June and that she and Keith would talk to CES regarding this.

Debs also advised that there is another scheme whereby Transport Scotland pay 80% of the difference between the cost of a non-green bus and a green bus, which would entail the Trust finding other funding sources for the cost of the non-green bus and the other 20% of the difference. The deadline for this is also the end of June.

Conclusions

Action Items

Person Responsible

Deadline

Contact CES regarding the Carbon Innovation Fund

Debs / Keith

Look into the Transport Scotland Scheme for bus purchase

Debs / Keith

7

COMMUNICATION / PUBLIC ENGAGEMENT

IAN

Summary of Discussion

Ian reported that there had been a slight delay in getting the first articles to the board, however that he would send them next week. He explained that the email newsletter would be an extraction from these articles so providing the board was happy with the articles they would just receive the email as members of the community when it is circulated to all (a week after the board receive the articles).

Ian explained that three articles had been created for the different aspects of the Training & Learning Fund and that these full articles would be put onto the website and be available for inclusion in the Blether, and then a short friendly email would go out with links to these.

Ian informed the board that the first introductory email went out to about 120 people and achieved a 64% opening rate which is approx 75 people, he said that the industry standard for this type of introductory email is a 20% open rate. He also said that he can see what areas the communication is not reaching, and that he would then deal with this on a face-to-face basis.

Ian told the board that Deanna had done a great job with the articles and that

she was a real asset to the Trust.

Conclusions

Action Items

Person Responsible

Deadline

Send the articles to the board

Ian

w/c 24th April

Send Newsletter out to community

Dea / Ian / Liz

w/c 1st May

8

CORRESPONDENCE

ALL

Summary of Discussion

(i)Debs informed the board she had received email correspondence from SSE as a follow up to the open session that they had on the island. She said that they are trying to create a community liaison group and are looking for a representative from the Graemsay, Hoy and Walls council area. The Community Council is to meet on the 19th May and will look at this then. Max thought that maybe Brian could act as a representative and said that he would mention it to him. Lindsay said that he would be prepared to go to the next meeting if required. Debs said that she would find out further information from the Community Council and the Liaison Officer.

(ii)Liz had received an email from Trish Avis summarising the details of the OIC visit to the island regarding the Activelife scheme. She said she would circulate this to the board.

Conclusions

Action Items

Person Responsible

Deadline

Find out more info on the SSE liaison group from their Liaison Officer and the Community Council and let Lindsay know.

Debs

Speak to Brian regarding the SSE liaison group

Max

Circulate the email from Trish re Activelife scheme

Liz

9

AOB

ALL

Summary of Discussion

(i)Ian advised the board that he had received a response from the Rural Housing Fund advising that the declaration of interest had been accepted and also an invitation to apply for the feasibility funding up to a maximum of £10,000. Ian said he would look into this next week and would contact Luke Fraser at OIC and the other development Trusts for any information on tendering documents.

Max asked if Ian could re-cap some of the information on the RHF as he had been absent for the previous 2 meetings. Ian explained that the feasibility study would be a joint application covering the Hoy Trust and the IHDT with the IHDT putting the application in, if either or both wished to go ahead to apply into the main fund following this, that this would then be separate applications.

Ian said that the Hoy Trust was looking at social rented housing for the North End and that they already had 6 people interested. He explained the OIC will not support social rented in Longhope or Lyness as there is no need (given the empty houses on the scheme), they also will not support the build of any sheltered housing.

Ian further explained that if you tried to build affordable first time buyer houses that you would be looking at writing off approximately £30,000 per house. He said that the maximum that would be funded by RHF is 60% of build costs.

Ian informed the board that he would be attending a Hoy Trust Meeting with John Budge in Stromness of Friday.

Once Ian has all the information together with regard to the feasibility funding application he will send it all to the board.

(ii) Keith advised the board that he is still waiting on Bob Miller regarding the Arctic Convoy. He said he will chase this up.

(iii) Keith advised the board that Liverpool University would be putting up to six months' salary funding for a post doc to continue the heritage work that Gavin did on the island, it's possible that Gavin would be able to continue the project.

(iv) John Budge said he would like to add to the information on the housing project on behalf of the Hoy Trust.

John informed the board that the Hoy Trust had also met with Luke Fraser at OIC. John said that the Hoy Trust currently has funds and land, and that if the IHDT decided to go ahead with a housing project, it was possible that Hoy Trust land at the North End could be used.

Max suggested the possibility of co-ownership; Ian said that it may be possible to put this into the tendering document. Ian asked the board if anyone had any useful contacts please could they forward them on to him.

John added that the Hoy Trust now have the old Hoy Hall (the process is currently in the hands of the solicitors regarding the ownership transfer) and that the Hoy Trust were currently discussing potential uses for this, possibly units or housing.

Ian said that the RHF does allow for re-furbishment of properties and that maybe this could form part of the feasibility study.

Conclusions

(i) The invitation to apply into the RHF for the housing feasibility study had been received.

(iii) Liverpool University will fund up to six months salary for continuation of the heritage work on the island.

Action Items

Person Responsible

Deadline

Contact Luke Fraser and other Development Trusts re tendering	Ian	
Report back to the board on Hoy Trust meeting	Ian	
Send feasibility funding information to the board	Ian	
Chase Bob Miller re Arctic Convoy	Keith	

The meeting closed at: 21.30

Date of next meeting: Next Board Meeting 17th May 2017 – Closed Meeting

Written by: Liz Davidson
Minute Secretary

Proposed for adoption by:

Lindsay Hall

Seconded by:

Keith Dobney

Signed
(Chair)

S. D. Jaques