

Island of Hoy Development Trust Meeting Minutes

BOARD
MEETING

13TH APRIL
2016

8PM

NORTH WALLS
COMMUNITY ROOM

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

Topics

1 MINUTES OF LAST MEETING DEBS

Summary Of Discussion	<p>BOARD MEETING</p> <p>The minutes of the March board meeting were proposed as correct by Lindsay, seconded by Ian and signed by the Chair.</p>
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2 MATTERS ARISING DEBS

Summary Of Discussion	There were no matters arising.
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Topics

3 ARCTIC CONVOY KEITH

Summary Of Discussion	<p>Debs informed the board that Keith had met with Bob Miller and James Foubister to discuss the plans and funding regarding the memorial. He had responded to them following the IHDT directors finance meeting which was held on the 30th March, confirming that the board is very happy to continue to support the project as one of the key stakeholders, however explained that the board was concerned about committing any additional funds to the project as this stage. He also said that the board were concerned about the specification and cost outlined in the draft plan and said that the feeling of the board was to further explore the options and to try and find an island solution, and then to report back with choices and costings. Keith said that Max had agreed to pursue this and would report back.</p> <p>Keith had also confirmed with Bob Miller that he was aware of the October 2016 deadline on the community development fund grant.</p> <p>Debs said she would remind Max about the costings, and Liz was to look into the cost of the original railings.</p>
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Conclusions		
Action Items	Person Responsible	Deadline
Remind Max about costings	Debs	
Report to the board on costings	Max	
Find cost of original railings	Liz	

COMMUNITY FUND / TRAINING DEBS
AND LEARNING FUND

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Summary Of Discussion	Debs advised the board that the closing date for the community fund applications was the 15 th April, and that the PEP would meet on the 26 th April	
Conclusions		
Action Items	Person Responsible	Deadline

HOMECARE LINDSAY

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Summary Of Discussion	Lindsay advised the board that he and Jayne would be attending the networking lunch regarding community led care the following week and that the sub group would meet following this. Jayne reported to the board that the transfer of the Friday Club to the Haey Hope club is progressing.	
Conclusions		
Action Items	Person Responsible	Deadline
Report back on networking lunch	Lindsay / Jayne	

6 HERITAGE KEITH

Summary Of Discussion	There were no updates on heritage	
Conclusions		
Action Items	Person Responsible	Deadline

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ACCOUNTS

LIZ / JAYNE

Summary of Discussion	<p>The unrestricted core budget had been approved at the Directors meeting on the 30th March 2016. Jayne proposed the budgets, they were seconded by Ian.</p> <p>The board also agreed to extend the Office Admin Assistant position for a further 6 months</p> <p>Liz said that she would prepare the same format of reports as she had for the end of December for the end of March and circulate them.</p>	
Conclusions	<p>The unrestricted core budget for the year was approved by the board.</p> <p>The Office Admin Assistant position would be extended for a further 6 months</p>	
Action Items	Person Responsible	Deadline
Prepare the March reports and circulate	Liz	

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WIND TURBINE

MAX / BRIAN / LINDSAY

Summary Of Discussion	<p>The turbine report had been circulated ahead of the meeting.</p> <p>Lindsay informed the board that HEL was currently looking at potential options to endeavour to get a better return on the reserves.</p>	
Conclusions		
Action Items	Person Responsible	Deadline

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YM / BUSES

DEBS / JAYNE

Summary Of Discussion	<p>It was agreed that Liz would produce the running costs for the YM, and that a meeting would be arranged with the YM Committee (after their AGM) to discuss these.</p>	
Conclusions		
Action Items	Person Responsible	Deadline
Produce YM running costs	Liz	
Arrange meeting with YM Committee	Debs / Jayne	

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WEBSITE

DEBS

Summary Of Discussion	<p>Debs reported that she had agreed with Eamonn the charge for maintenance of the website, and that he will invoice on a monthly basis, approximately 2 hours per month. Kerry-Anne is sending monthly block updates to Eamonn.</p> <p>Lindsay said that once the new sign for the Gable End Theatre was up, that he would get some photos for the website.</p> <p>Kerry-Anne has now set up a facebook page for the Trust, and has set a plan for this months post, she is looking for photos of the various events on the island. This is also being shared with the Hoy and Walls Community Page. She will circulate the facebook plan.</p> <p>Debs informed the board that Kerry-Anne would also be attending a VAO course on digital working.</p>	
Conclusions		
Action Items	Person Responsible	Deadline
Circulate facebook plan	Kerry-Anne	
Feedback from VAO course	Kerry-Anne	

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HOY HOOLIE

IAN

Summary Of Discussion	<p>Ian informed the board that he, Liz and Rodney Smith (who has obtained his personal license) had met with the Licensing Standards Officer (Jenny Rosie) at the YM and that they would summarise and circulate the updated information.</p> <p>Ian said that he planned to use the meeting room at the YM during the Hoolie as a sort of "magazine" of the island with details of the various activities that have been and are going on. Lindsay said that this was a good idea and that it would be nice to see the positive things that are happening on the island. Ian said if anyone had anything to add to this, to let him know.</p> <p>The rest of the Hoolie planning was continuing along its way, Ian said that a potential problem could be the shortage of accommodation this year.</p>	
Conclusions		
Action Items	Person Responsible	Deadline
Report to the board on the LSO meeting	Ian / Liz	

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CORRESPONDENCE

ALL

Summary Of Discussion	<p>Brims Tidal Array – An email had been circulated ahead of the meeting advising that Brims Tidal Array Ltd would be submitting a Marine License and Section 36 application to Marine Scotland in the coming weeks and that hard copies Environmental Statement would be available at Groats, and also available on line at www.oprenhydro.com/brims. Electronic copies in the form of DVD's are available on request.</p>	
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	Ian asked if any consultation was going on around this. Debs said that Bernard had offered his assistance, and that she would get back in touch with him, and that a discussion had taken place with the Community Council.		
Conclusions			
Action Items	Person Responsible	Deadline	
Obtain a couple of DVDs	Liz		
Contact Bernard	Debs		

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AOB

ALL

Summary Of Discussion	<p>Debs informed the board that the "Grow Wild" planting of seeds at the YM would take place on the 22nd April for anyone that wished to help.</p> <p>Liz informed the board that BT would be coming back out to the YM with a digger to bury the phone cable.</p> <p>Debs also informed the board that there would be a craft festival happening across Orkney at the end of April, and that there would be a machine embroidery class at the YM on the 30th.</p> <p>Lindsay commented that events at the YM could be advertised more broadly and further in advance.</p> <p>Debs said that a directors meeting would be needed to discuss the forward looking plan for the Trust, and suggested either the 27th April or after the 25th May. She said she would email the board regarding the date.</p>		
Conclusions			
Action Items	Person Responsible	Deadline	
Organise a date for the directors meeting	Debs		

The meeting closed at: 21.10

Date of next meeting: Next Board meeting 18th May 2016

Written by: Liz Davidson
Minute Secretary

Proposed for adoption by:

Seconded by:

Signed
(Chair)