



*From the community
For the community*

Rousay, Egilsay & Wyre Development Trust

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REWDT Board Meeting, Wednesday 28 June 2023 @ 19:30

MINUTES

Present: Kayleigh Tipper, Alison Mainland, Carole Maguire, Julie Akid, Grant Mainland & Richard Tipper. Mark Hull joined the meeting after item 2.

In Attendance: Stuart Williams (Trust Manager) & Helen Castle (Com Sec/AFO).

1. Welcome & Apologies for absence – Kayleigh welcomed all to the meeting. Apologies were received from Peter Roebuck, Callum Flaws & Eric Shortland.

2. Election of Office Bearers and Co-opted Directors.

2.1 Chair – The Directors attending the meeting and two who did not attend the meeting but emailed through their preferred choices, all voted with the result that Kayleigh received the most votes and accepted the role of Chair for the coming year.

2.2 Vice-Chair - The Directors attending the meeting and two who did not attend the meeting but emailed through their preferred choices, all voted with the result that Hugh received the most votes. **KT** to contact Hugh to confirm if he will accept the role.

2.3 Treasurer - The Directors attending the meeting all voted with the result that Alison received the most votes and accepted the role of Treasurer for the coming year.

2.4 Co-opted Directors – The Board discussed the role Mark has taken for many years as a Co-opted Director with the specialism of alternative energy and his connections with CES. All felt that it was important to keep this specialism and voted for Mark to be a co-opted director for the coming year. Helen then contacted Mark with the news and he joined the meeting.

3. Minutes of the Board Meeting - The following Minutes were discussed and approved: - REWDT Board Meeting 15 April 2023, Proposed: Carole Maguire; Seconded: Alison Mainland.

Housing Project meeting on 25 April 2023, Proposed: Carole Maguire; Seconded: Richard Tipper.

4. Action points (see below) and other matters arising (if not elsewhere on agenda).

16 December 2019

AP2: Vice-Chair will give the Co Sec new training on how to correct the financial report feedback for the future accounts. **Ongoing.**

REWDT Directors: Kayleigh Tipper (Chair), Hugh Mainland (Vice-Chair), Alison Mainland (Treasurer), Julie Akid, Callum Flaws, Carole Maguire, Grant Mainland, Peter Roebuck, Eric Shortland, Richard Tipper & Mark Hull (Co-opted Director).

26 May 2021

AP1: The Office Bearers will be looking at other savings options over the next few months. **Ongoing.**

17 May 2022

AP3: Please could **all Directors** (except PR, AM & CF) return their completed Director Policy Records and Training Records ASAP, if any directors wish to view policies, please contact the Co Sec. **Ongoing,**

14 January 2023

AP1: KT & PR to arrange for a workshop date to discuss and plan for the future development of the Pier site and Windbreck. **Ongoing.**

15 April 2023

AP1: PR to speak with **Grant** (REWIRE Chair) and the Turbine Manager regarding contingency plans for when the TM is absent. **Ongoing.**

AP2: The Board to set dates for the Board Meetings for the following year, at the first Board Meeting following the AGM. **On Agenda.**

AP3: Helen to work with **Carole** on the text for a small sign for the EV regarding care for people and animals on the road as they cannot hear the electric car. **Ongoing.**

AP4: Kayleigh to complete her Chair's Report section of the Annual Report and get the complete report to Helen ASAP so the report can be printed. **Discharged.**

5. **Declaration of Interests** – Carole declared an interest in connection with the Taversoe. Mark declared an interest if THAW was discussed. Helen asked all directors to complete their annual Declarations of interest forms and Code of conduct forms for the new financial year. **AP1:** Declarations of Interest forms needed from **Peter, Mark, Hugh, Eric, Grant, & Callum.** Code of Conduct from needed from **Peter, Mark, Hugh, Alison, Eric, Grant & Callum.**

6. REWIRED Ltd

Productivity at the turbine for the past 3 months:

| 2022/23 | Actual Productivity (kWh) | % Productivity (against 37% target) | % Curtailment (against 7% expectation) |
|---------|---------------------------|-------------------------------------|--|
| March | 223,151 | 40.37% | 22.3% |
| April | 251,942 | 38.88% | 9.7% |
| May | 308,184 | 47.56% | 11.6% |

The spring proved fairly productive but heading into the summer we can start to expect higher levels of curtailment (and less wind).

A Director again asked if the REW DT board could have the figures for early repayment of the loans. Helen said that Laura has repeatedly requested this from the bank but to date has not received the information. Currently the loans will be fully repaid by December 2026. Laura is in the process of arranging the next REWIRED Ltd. board meeting and will raise this with the subsidiary's directors.

7. HSO Ltd.

Mark & Helen are wrapping up the finances now to close the account and company. Helen to again chase Ryan at Scholes for the closure information and process.

8. Grant Applications –

G23 03G Resident request for Broadband installation – The Board refused the grant application, as previous Broadband grant fund had closed on 31 March 2022 and the Board has already turned down another broadband application earlier in the year, and they felt they had to be consistent.

G23 04G UHI Archaeology Dept Summer Dig – Approved with no additional conditions.

G23 04G Financial Support Towards a New Bore Hole – The Board refused for now and asked that the applicant first contact Orkney Care & Repair to see if they can help, also to look into the OIC's offer of £800.00 towards financing bore holes. The applicant did state that they have an old bore hole but were waiting for this to be checked to see if it could be made good. The Board asked if this could be done first, as if the old bore hole can be brought back into use, then the amount requested may not be as high to sort the resident's lack of water supply out. The resident had also asked if the Trust would consider a loan if a grant is unsuccessful, but REWDT does not currently offer loans.

9. Projects/Trust Manager Report.

9.1 Future Direction and Strategy Document (Development Plan) – Stuart shared the strategic documents and said that HIE were happy with these and had approved them. Stuart to edit page 6 as requested by Directors. The Board are happy to approve the documents with this minor change. Helen to arrange with Stuart for a few of the short version to be printed.

9.2 Housing – Due to the rising costs of building materials the Board felt that the costs of building the properties at the end of Johnstons Road as planned were high but reluctantly agreed to continue the project as the majority of the funding is from external sources and they all strongly wished to support the sustainability of Rousay and felt that building properties is a good first step towards this. Stuart & Helen to continue to look for additional external funding to reduce the REW DT contribution to this project's costs.

The Manse – The Scottish Land Fund (SLF) is happy to work with REWDT on the possibility of purchasing this property with the possibility of converting it into residential flats and a community venue. As part of the grant application, REWDT would need to produce a Business Case, an update to the Housing Needs Assessment, architectural designs, and report. The Church of Scotland is happy to wait for the SLF stage one application results before putting the property on the open market, which should be known by the first week of September. If the application proceeds, the Stage 2 application would need to be submitted by January 2024. The Board agreed to pay a £1,000 contribution to the costs involved in the stage one process, and will make a decision on whether to proceed with a Stage 2 application once the Business Case has been produced and reviewed. The building has been valued at £275,000 according to the Church of Scotland. If the SLF applications are successful, REWDT could apply to the Rural Housing Fund for the majority of the funding for a conversion into flats.

9.3 Trumland - Estate Evaluation Land Management, Boat House & Sluice – Stuart informed the Board that the Rural Payments and Inspections Directorate Land Maintenance Form had been rejected as we do not as yet have the land registration completed, but this is in progress with the solicitors. To assist with evaluating the land, REWDT will need to produce a land management plan; the Board has approved the expenditure of £3,780.00 plus VAT for a consultant to produce. **Stuart** to arrange.

The Boathouse – a Director noted no door handles on the doors yet, **Stuart/Helen** to arrange this. There is potential for the boathouse to be used for kayak and paddle boarding days, particularly for the local children as it is a safer place to learn than in the sea, however, there is no easy route to the boathouse across the field, which is often very wet at certain times of the year. **Stuart** to look into the development of this site and **AP2: Richard** to ask the landowner if they would be willing for the land next to the boathouse to be developed.

Sluice – The hardwood timber is now here and this is a good time of year to fit a new sluice due to the low water levels.

Boardwalk – Stuart has purchased signs to go at the bottom of the turbine track directing people to where the boardwalk begins. **Stuart** will also arrange for a wheelie bin to be placed at the start of the boardwalk as OIC planning wish to inspect the site to ensure this is in place. The excess building materials from the boardwalk are in the region of £4,000 worth (original list price). Directors thought this could be used as decking around the boathouse and for now would like it stored, flat in the boat house. **Stuart** to arrange.

9.4 Taversoe – The hotel owner is applying for a change of use from a hotel, bar, and restaurant to a domestic dwelling. Stuart shared how Stronsay DT has enabled their residents to purchase their hotel as a Community Share Scheme and said that something similar could be done here with the DT facilitating this purchase but the residents holding the shares would be the Board running the business.

The Board felt that if the change of use went through, it would be a loss to the island, however, if the Taversoe became a domestic dwelling, there would be more opportunity for the Pier Restaurant site to be fully developed and re-opened once the oil clean-up is completed.

The Taversoe has been on the market as a business for six years with no purchase, and there are currently two families with school-aged children willing to purchase if the change of use is approved. The Board agreed to wait to see if OIC approves the change of use before discussing a Community Share Scheme with residents.

9.5 The Pier – Oil Clean-up & Store – The DT is still awaiting the costs of the clean-up from RSK RAW. We have a new contact there, Simon who is going to try to get the costs to Helen next week, **Helen** to chase if not received.

The garage area could be used as a sharing shed, as part of the new Mental health and Wellbeing 2 project. Robert is currently working on a quote for the work needed for access. Nick Blowfield is happy for this to happen now as it is a long way from the contaminated area. Stuart is progressing the water connection with Jason; this will be a meter and standpipe by the wall with a hose laid safely across the site to the portacabin location.

9.6 Wellbeing & Dementia – No Board actions required; report is information only.

9.7 Youth Work – Alison shared the Youth Group leaflet which will be placed in the Heritage Centre and Alice will be printing some of these for The Taversoe too. **Alice** to change the shop opening times to 4 p.m. on a Sunday before printing.

9.8 Laps – The Peedie Lap had half the participants as last year, not sure if this was due to it being on a Sunday or another reason. Stuart has ideas for making this a bigger fun event for next year, including fancy dress for the children and back on a Saturday. Preparation is going well for the Rousay Lap on Saturday 26 August. **Helen** to ask Eric & Carol if their place will be open as a drop in café in time for the Rousay Lap and if the RNLI are happy to do soup and sandwiches again.

9.9 Snooker Club – Currently the Snooker Club has 18 members and a home until 2026. Grant has the original plans for the schoolhouse showing the snooker room. The Snooker Club has asked that if the property comes on the market, could the DT assist with a Community buy out. The Snooker Club will be speaking to the schoolhouse

owner to see if they would be willing for the community to purchase the snooker room or the complete house, before this comes back to REWDT to consider how the Board can assist.

9.10 The Crafhub SLF Support Letter – The Directors were happy with the letter Stuart drafted in support of The Crafhub’s wish to purchase The Space via a SLF Stage one application.

9.11 Website Design – The directors had a long discussion about the different styles and colours of the new logo and website design. The final vote was 2 for the light colour version, 3 for the dark colour version and 2 abstained. **Stuart** to take the final decision to the designers to allow for the rebranding.

10. Administration, Finance & Office.

10.1. Membership applications – no new applications were received.

10.2. Finances – No queries regarding the 2022/23 financial year’s final budget lines.

10.3. Office Progress – OIC have requested additional information from Jason regarding the Building Warrant for the portacabin office. Jason will pull this together for OIC ASAP. Sean will not begin the internal fixers etc., until the Building Warrant is approved. This will not take long once this comes through from OIC.

10.4. Board Meeting Dates setting – The Board agreed the meetings for the coming year, **Helen** to add these to the grant page of the website and book the school hall for the August and September meeting dates. **Stuart** to see if Ellie or Nicky are free for the September meeting to take the minutes as Helen is on Annual Leave.

Board Meeting dates are: -

- Wednesday 16 August 2023
- Wednesday 20 September 2023
- Saturday 04 November 2023
- Saturday 16 December 2023
- Saturday 27 January 2024
- Saturday 24 February 2024 – Budget & Grants meeting only.
- Wednesday 17 April 2024
- Saturday 25 May 2024 - AGM
- Wednesday 26 June 2024

11. AOB

11.1. The DTAS new support for directors group information was shared. This is an online virtual drop in network and any Director who is interested in joining can do so.

11.2. Mark thanked the board for voting him back on as a co-opted director. The Board expressed their appreciation of his specialist knowledge and support over previous years.

12. Next Board Meeting

The next Board Meeting will be on Wednesday 16 August starting at 19:30 and held at the Community Room at Rousay School.

Summary of outstanding action points.

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AP2: Richard to ask the landowner if they would be willing for the land next to the boathouse to be developed.

Acronym List

| | |
|--------|--|
| AFO | Admin & Finance Officer |
| PM | Project Manager |
| TM | Turbine Manager |
| Co Sec | Company Secretary |
| PO | Project Officer |
| REW DT | Rousay, Egilsay & Wyre Development Trust |
| DT | Development Trust |
| HSO | Heat Smart Orkney |
| NILPS | North Isles Landscape Partnership Scheme |

| | |
|-----------------|--|
| OIC | Orkney Islands Council |
| OHAL | Orkney Housing Association Ltd. |
| SLF | Scottish Land Fund |
| BLF | Big Lottery Fund |
| OSCR | Office of the Scottish Charities Regulator |
| REWGCC | Rousay, Egilsay, Wyre & Gairsay Community Council |
| REWIREED | Rousay, Egilsay & Wyre Islands Renewable Energy Development |
| CPO | Community Power Orkney |
| SNH | Scottish Natural Heritage |
| HIE | Highlands and Islands Enterprise |

Draft