**Unst Partnership Board Meeting minutes**

**7pm, Wednesday 1st September 2021 at the Baltasound Hall, with attendees by Zoom**

**Present:** Gordon Thomson, Joan Bailey, Don Craig, Sarah McBurnie, George Rodger, Frances Browne, Kathleen Johnson. (Colin Edwards-Horton, Susan Edwards-Horton by Zoom.)

**Welcome & Apologies:** Apologies from June Harrison, Di Hervey. Peter away.

**Matters arising from last Minutes:**  Minute of 30th June approved (Sarah, Susan).

***Skip scheme*** – last Skip day went well. Next Skip day is 25th September.

***NTS*** – UP arranged new contract for Paul Banks to cut grass, strim and check buildings for NTS. UP receive a 10% admin fee of £250 for this. Paul will invoice UP in November and we will receive payment from NTS after that (around March time).

NTS have put out a contract for consultants to design a visitor centre at Halligarth, with plans for outside areas including a science trail, bird boxes and more. June and Gordon are meeting with someone interested in tree planting around the area tomorrow at Skibhoul in connection with the scheme. It seems that they are either interested in the contract or would like to plant trees and work with whoever receives the contract.

***Financial Report:*** Bridgette is hoping to get the books done soon. We need to send accounts in later this month to Companies House and OSCR.

**Shop Report (Kathleen)**

The shop took in £1500 in July and £1100 in August. Numbers of customers have been varied, with 97 on one day and 27 on another. During the past two months there have been over 2000 customers. There have been fewer local people, which could be due to the shop being busy with tourists and customers from throughout Shetland. Local customers may return now that there are fewer tourists, but if not we may need to do something to attract them back. We were not receiving many new items for the shop, but put out a call and more goods have come in. Initially quality was good but recently people have put in items in poor condition. We will need to remind them items need to be in good condition. Books that seem unlikely to sell at UP have been taken to the second hand bookshop at the Weisdale Hatchery. There have been two deliveries, for which we have received a donation in return.

**Fair Food**

The Fair Food scheme has mostly been paid for by funds that UP has applied for and received. The current funding from Shetland Charitable Trust requires UP to contribute 25% which is £1250. This funding will last till November/December.

Gordon pointed out that it was only this last grant that required funding from UP. Previously, we had received £7,000 from HIE, £750 from Yell CC who had surplus funds, £9,500 from Foundation Scotland and £1200 from the SIC Food fund, as well as a few local donations (£18,450). Adding the £3750 from SCT brings that to £22,200. Of this, we took about 5-10% for Admin, approx. £1500. So it could be argued that our contribution of £1250 is outweighed by the money we have received for the scheme.

Directors had questions about how the scheme operates. People are referred to the scheme by public bodies locally - School, Health Centre - and public agencies - SIC Social Work, CAB, Mind Your Head. UP is providing the fund, rather than the Unst Community Council, as when the previous scheme had to change UP had already been asked to be the Anchor Organisation for Unst and was in receipt of the funding that could be used.

Kathleen suggested that UP publicise criteria for the fund and that it has been funded almost entirely by outside funding. Basic info could go into the next Newsletter.

Sue mentioned that the Tressel Trust have a set period that people can receive food parcels for, and after that it is reviewed.

**Action:** **Gordon** to publicise how scheme works and is funded in Newsletter and elsewhere.

**Newsletter**

Items to be included in the Newsletter can include Shop news, Recycling Centre, Skip Scheme, Fair Food info and publicity about the previous PB event, as well as plans to run a new PB event.

**Action:** Newsletter to be written and distributed (**Gordon**).

**Recycling Centre**

We looked at the latest plans drawn up by Malcolmson Architects. The access road to the site has moved further from the main road, which may mean there is a longer section of road which needs tarred (the minimum SIC requirement is 10m of tarred road from the junction). The footprint for the shop in phase 1 is large enough to accommodate a lot of different activities, including mending, which is great. The Changing Room toilet entrance is in the lobby. Gordon to enquire as to whether an entrance directly outside would be better, and to investigate disability keys. The laundry has an independent entrance. Group discussed whether a portion of the laundry could be open to the public to enable them to do washing at any time. Part of the laundry needs to be secure for commercial laundry and equipment.

**Action:** **Gordon** to discuss questions raised with Suzanne and Peter.

**Participatory Budgeting Event**

As UP is financially well off, Gordon suggested running a second Participatory Budgeting event, similar to the previous one in 2019. The group agreed to this and to an amount of £3000. Group discussed whether groups would be looking for money at the moment, the feel good factor of the last event and whether groups could reapply. The group decided that it would be acceptable for groups to re-apply.

We also discussed showing designs for the Recycling Centre at the event to inform community of where it is at, and keep its profile high. It is also an opportunity to get extra input. If crowdfunding is needed for it, this will be helpful.

**Financial Report**

We are waiting for a payment from the Crown Estate of £3514 for April-June expenses. Once this comes in, the balance will be around £46,500. No big items of expenditure coming up apart from normal expenditure.

We will receive a bill from Malcolmsons Architects soon but this will be paid for and 90% reclaimed from the Crown Estate fund. We have around £25K left to claim which will go out to Malcolmsons , Quantity Surveyor, the Structural Engineer and the remainder of Development Officer salary and expenses. Our share of this will be roughly £2000.

**AOCB**

There was no other competent business to discuss.

Meeting closed at 8.35pm.

Date of next meeting: **Wednesday 29th September at 7 pm.**