**Unst Partnership Ltd**

**Minutes of Directors meeting held at Unit 1, Hagdale Industrial Estate on**

**6th November, 2017 at 7pm**

**Present**

Gordon Thomson, Sarah McBurnie, George Rodger, Jane Macaulay, Les Sinclair, Norma Jamieson,

 Di Hervey.

***Attending:*** Frances Browne, Community Development SIC.

**cc.** Unst CC and North Isles Councillors Ryan Thomson, Alec Priest, Duncan Simpson.

**1. Welcome and Apologies**

Gordon welcomed everyone to the meeting and passed around agendas and minutes of the previous meeting. Apologies from Colin and Susan Edwards-Horton.

***Matters arising:***

We decided on set dates for next meeting: **Monday 4th Dec, 7pm in Unit 1.**

**Next Skip Day** is **Saturday 25th November**, 10.45-1.15pm.

**Shetland Environmental Awards** – Wednesday 15th November at Mareel, Lerwick. Sarah taking a car for 6 people. We will take display Board and set up before 11am. 11-12 is a Display and talk slot; soup and bannock lunch after that. Ferries – all interested in going to meet at **Belmont, 8.40am Ferry.**

“Certificate of Lawfulness” Application was sent in but Planning Dept now require a Scale, North point and Floor Plan of old and new versions of the Office. Gordon to send off this week.

**Finance:** we currently appear quite healthy with **£14,426** (3rd Nov) but some of this money **(£5364.59)** is due for the Collaster Project and so is “ring-fenced”; other money needs to be allowed for Skips **(4 x £420=£1680)** and for Yell tourism printing **(£1111.66).** Actual unrestricted reserves are actually only **£6,270. 34.**

Whilst we have no paid employees, our only current income is through the Isles View column, Wind Turbine FIT, Photocopying and trailer hire. Due to the Photocopier contract, we are paying £72 per month but often only taking in £20 per month in photocopies.

**Draft Business Plan:** we looked at the 4th version of the Business Plan, with Claire and Fiona’s comments. Gordon circulated a response that he had drawn up for some of the comments. Directors wondered about the section on page 6 “Remote and Fragile Areas” as it did not seem to apply to Unst.

CM4 This section needed clearer Outcomes beside the projects listed.

We made a change to the Community Café entry to reflect the work done there by UP in the past.

Directors wanted to emphasise the work done by the Tourism Development Officers in the last two years.

Norma suggested a **Project Page** on the UP website where items that had been recycled or up-cycled could be shown. She is going to “up-cycle” some chairs as an example of what could be done. Other people could post/advertise examples of work they had done.

Directors came with some additional material for their entries on the Business Plan. (Di, Jane, Sarah, George)

**AOCB – cont’d over**

Access Routes – directors commented on the poor state of some of the stiles around the island. Gordon suggested referring to Kevin Serginson, SIC. Rory Tallack, SNH also checked out routes. If we can get a list of these, we can forward to them.

Frances pointed out that we only have 6 months to put in our Stage 2 application to the Scottish Land Fund. We have 5 months left and need to get the Business Plan completed soon, so we should be well within the time limit. However, we still need our Certicate of Lawfulness. **If we do not get that, we would need to apply for full Planning Permission from the Council and this could take time.**

The **Independent Valuation** took place on Friday 3rd Nov so should be ready soon. Cost was quoted at £300 plus VAT, to be shared between HIE and UP, less than the original estimate.

Meeting closed at 8.40pm

Date of next Meeting **Monday 4th December, 7pm Unit 1.**