

# Unst Partnership Ltd

MINUTES OF A MONTHLY MEETING HELD IN UNIT 1, HAGDALE INDUSTRIAL ESTATE  
ON TUESDAY, 19<sup>th</sup> November 2013 AT 7.00PM

## PRESENT

Chris Dumont  
Jane Macaulay  
George Rodger  
Gordon Thomson (Chair)  
Paul Thomson

## IN ATTENDANCE

Verona Shaw – Local Development Officer  
Bridgette Thomason- Finance Officer  
Frances Browne – SIC Community Work

### **1. WELCOME AND APOLOGIES**

Gordon welcomed everyone to the meeting.  
Apologies from Minnie Mouatt, Steve Swan and Fiona Stirling (HIE).  
GT confirmed that a notice of resignation has been received from Murray Brown. This change has been filed with Companies House and there is a need to recruit more Directors on the Board.

### **2. MINUTES OF THE PREVIOUS MEETING**

Minutes from the meeting on 24<sup>th</sup> September 2013 were proposed by GR and seconded by CD.

Copies of the approved minutes to be circulated to North Isles Councillors, Unst Community Council and displayed locally and on the website.

### **3. MATTERS ARISING FROM THE MINUTE (NOT ON THE MAIN AGENDA)**

GT mentioned the NANSW conference tour to Unst and thanked those involved for making it such a success. VS noted that £412.00 was fundraised locally to support the conference tour.

### **4. LDO REPORT**

No LDO up date was given directly due to a re-prioritised agenda.  
Copies of the report were available at meeting and attached to these Minutes.

### **5. FINANCIAL REPORT**

GT summarised the key points for discussion from a recent email from Fiona Stirling (HIE). The Directors were asked to consider how the Partnership could progress with more clearly defined projects; focussing on long term income generating projects and where individual Directors could commit to supporting VS in developing these. Discussions centred round future projects and the priority projects were identified as: Community Broadband, Waste Management, Bistro and Renewables. Directors identified availability and time management as a significant limitation. Realistic income generation from projects was aired alongside potential business displacement and local markets. Projects were compared and limitations such as timescales for implementation, support from local community, value of community benefit, financial investment/risk and income generating in the short/long term were examined.

The group worked through a series of SWOT analyses for each of the four projects identified above. These are to be typed up and distributed asap. The need to create business plans for

each of these projects was discussed as currently the projects proposals lack all the relevant information, financials and outcomes from group discussions and research. Business planning training and a facilitated strategic workshop were also proposed for the Board and staff and this was met with commitment from round the table.

It was recognised that both the broadband and waste management projects were at early stages but would reveal a dataset to be used in further planning. As these projects were underway and could bring in an income (in some capacity) it was considered that they might have more potential for development at this stage.

A meeting with FS is to take place at 6.30pm on Monday 25<sup>th</sup> November to discuss the above matters further.

No Finance report was given due to a re-prioritised agenda.

The amended accounts from Bon Accord were signed by GT and PT.

## **6. PROJECTS**

No update was given on projects due to a re-prioritised agenda.

## **7. AOCB**

Frances noted that the Community Planning and Development team are undergoing a review and there will be changes to the service, remit and personnel in the New Year.

## **8. DATE OF NEXT MEETING**

**Date to be confirmed.**