

# Unst Partnership Ltd

## MINUTES OF A MONTHLY MEETING HELD IN UNIT 1, HAGDALE INDUSTRIAL ESTATE ON Thursday 7<sup>TH</sup> AUGUST 2014 AT 6.30PM

### PRESENT

Colin Edwards-Horton  
Susan Edwards-Horton  
Sarah McBurnie  
Jane Macaulay  
Minnie Mouatt  
Steven Swan  
Gordon Thomson (Chair)

### IN ATTENDANCE

Verona Shaw  
Bridgette Thomason

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

Steve welcomed everyone to the meeting and apologies were noted from Paul Thomson, Frances Browne and Fiona Stirling.

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

Steve summarised the Minutes from the last meeting inviting any queries. Gordon joined the meeting after 630pm and chaired the remainder of the meeting.

Minutes from the meeting on 1<sup>st</sup> July 2014 were proposed by MM and seconded by JM.

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)**

The Shetland Credit Union will be taking a stand at the Unst Show and it was agreed for VS to enquire with the Show secretary if the stands could be placed adjacent to maximise the joint promotion of a potential satellite office.

VS confirmed that the Hamars property next to the Bistro belongs to the Shetland Amenity Trust and no further enquiries are to be followed up.

Gordon reminded those Directors who had not already completed a Conflict of Interest declaration that this should be submitted asap.

### **4. FINANCIAL REPORT**

#### 4.1 Accounts update

BT gave the Directors an update based on information previously distributed and noted a healthy balance in Reserves. Outstanding debtors were discussed again.

BT confirmed her attendance at the forthcoming Social Enterprise Scotland workshop ('Investment Ready') in September 2014 which Directors can also attend.

#### 4.2 Core funding, Income generation: consider ideas in LEADER funding info pack

There was no update on core funding situation or income generation. See point 5.3 for update on Coastal Communities Fund stage 2 application. It was agreed to remove the LEADER funding from the agenda until later in the year when more information about the next round of funding is available.

#### 4.3 Verona maternity leave

Discussion deferred to AOCB.

#### 4.4 Polytunnels

GT explained that he had supported a visit from the United World College students to the polytunnels and that it was a very productive session. The young people were keen to help tidy the site and were a good help to the Partnership and allotmenters. There remains one free polytunnel to date. CEH enquired about UP purchasing a Polycrub from Northmavine Community Development Company but the group felt this was an expensive option and the resource was already well evidenced across Shetland for its success.

#### 4.5 Directors annual strategy workshop

It was agreed previously to arrange an annual strategy meeting/day for the 13<sup>th</sup> September but unfortunately the facilitator is not available then. VS to re-approach with other dates and get back to the Committee asap.

### **5. PROJECTS UPDATE**

#### 5.1 Temporary skips project

GT provided an update on the problem with sourcing an agreeable site to locate the skips on. The group discussed all other potential options and agreed to enquire about skips being in place for a set period on one day. VS to follow up with Victor Jamieson. Also discussed was the need for donations to be gathered during the skip usage to support a future skip provision.

#### 5.2 Waste Management/recycling

There was no update or news to be reported and VS questioned what action the Committee would like taken forward with this project. Discussion followed around the necessity of income generating projects and the wider Shetland context of similar current recycling projects. JM requested that VS re-circulate the options appraisal from Eriskay Associates.

#### 5.3 Tourism Development; Stage 2 application, conference, trial package

VS, JM and MM noted that the trial tourism package continues to make progress with the support of a forthcoming marketing workshop (provided by HIE). There are a few administration and management points needing clarification also which the interested parties need to work through to develop the package.

VS noted that UP were through to Stage 2 of the Coastal Communities Fund and the application must be in before 24<sup>th</sup> September. JM, MM and SM offered to assist VS and BT with the application.

JM confirmed that she will be attending the Adventure Tourism World Summit in Ireland, in September.

#### 5.4 Unst Energy Audit, CARES funding

VS summarised the application and award from the CARES Infrastructure and Innovation Fund and the community facilities named to be audited. Discussion ensued around useful contacts that could assist with the tendering exercise; GT and VS to follow up.

### **6. LDO REPORT**

This report was available to Directors and VS summarised the points not already covered by the agenda. The summer 2014 UP newsletters were now available.

### **7. AOCB**

Steve explained that he has returned the old UP laptop after having it fixed. The group agreed that it should be advertised locally for a modest charge to see if there was any interest in the purchase.

The Committee also discussed staff maternity leave and BT to clarify with Danny Cumming about available finance. To be followed up.

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

**The next meeting is Tuesday 16<sup>th</sup> September 2014 at 6.30pm in Unit 1.**