# Unst Partnership Ltd

### **MINUTES OF A MONTHLY MEETING HELD IN UNIT 1, HAGDALE INDUSTRIAL ESTATE**

### **ON Wednesday 24th February 2016 at 6:30pm.**

**PRESENT**

Susan Edwards-Horton

Jane Macaulay

Sarah McBurnie

George Rodger

Steve Swan

Gordon Thomson

**IN ATTENDANCE**

Fiona Stirling

Pat Christie

Verona Shaw

Toby Sandison

Kellie Naulls

**1. WELCOME AND APOLOGIES**

Apologies were noted from Hazel Spence, Les Sinclair and Paul Thomson.

**2. MINUTES FROM PREVIOUS MEETING [22/9/2015, 03/11/2015, 15/12/2015] AND MATTERS ARISING**

Minutes from the previous meetings on the 22nd September, 3rd November and 15th December 2015 were discussed and approved as noted below:

22/9/15 Proposed: George Rodger Seconded: Sarah McBurnie

3/11/15 Proposed: George Rodger Seconded: Sarah McBurnie

15/12/15 Proposed: Sarah McBurnie Seconded: Steve Swan

**3. LDO REPORT AND UPDATES**

Verona Shaw noted that her last day with UP will be on the 2nd March 2016, following the submission of her resignation from the post of Local Development Officer.

VS had previously circulated a summary of the core running projects to date and a brief discussion followed on these points:

Unst Community Skip Service

The last two skip days are set for Saturday 27th February and Saturday 16th April 2016. The Shetland Amenity Trust will also have in place a skip for metal and white goods at the same time. To date, this project has not generated enough income from annual memberships and ‘pay per use’ customers to make this service pay for itself. It is expected that UP reserve funds will need to be used to meet the shortfall. We have had 8 more memberships taken out than projected but significantly less Pay Per Use (PPU) customers, 12/36, with two remaining opportunities to increase this and break even. We would need 7 PPU users on the February day and 8PPU users in April to cover the costs of the hire but with no management and admin fee. It was agreed to have a table at the next Farmers’ Market on Sunday 27th March 2016 to promote the skips project and feed back to the community on how this service has rolled out in 2015/16. Sarah McBurnie to book a table.

Food Waste and Composting Project

The business plan is being reviewed and the Unst Show Committee have been approached regarding securing some of the land at Hagdale for this development. Funding still needs to be found for the purchase of the Big Hanna equipment (from COPE), associated legal costs, project management fee etc. and this could be in the region of £30k. See draft maps for proposed site at Hagdale. An Expression of Interest was submitted to the Climate Challenge Fund and rejected, however the group discussed following this up again with another attempt.

Renewable Energy - Unst: An On/Off Grid Solution

This study is due to be completed by end February/March 2016 and the Pure Energy Centre will produce a detailed (private) report and a second report which gives guidance and can be provided to the public. The Board will have the opportunity to view this soon and uncover any opportunities for further renewable projects.

NI4CB: North Isles for Community Broadband

There is no update on this project and very little communication with the group and Community Broadband Scotland and BT, since June 2015. Robert Thomson has been discussing a pilot project for Fetlar which would see each premise connected with fibre optic broadband to an existing backhaul link in Yell. Project costs need to be finalised, way leaves need to be signed and a new legal entity set up. If this pilot was successful then solutions could be drawn up for a role out in Unst and Yell. The main barrier to this project is that we are still awaiting confirmation from BT of north isles inclusion/exchange points. Initial research into setting up a Community Benefit Society has been undertaken and noted in the file; this is one option for the setting up of the new entity to progress this extensive project.

Halligarth NTS

This project is now being managed by the Shetland Amenity Trust with support from NTS. There has been no contact or update from SAT with regards to development or community events this year.

Verona noted that a quote had been received from PEC with regards to the broken wind turbine inverter. The insurance claim was discussed and it was agreed to wait for a final reply from the insurers before making a decision on whether to replace the inverter or not, and where to site it. In addition, VS noted that the wind turbine was due a service and a quote had been provided by PEC. This should be followed up once the inverter issue is resolved.

Gordon noted that the recent bad weather had caused significant damage at the polytunnels site at the school. The container fell on its side and damaged the school fence. A quote for this to be fixed is ca £1000. GT to speak with BJHS head-teacher and report back to the Board.

The Directors thanked Verona for her hard work and commitment to the Partnership over the last three years and wished her well for the future. Verona returned the thanks and best wishes to the Board.

**4. TOURISM DEVELOPMENT UPDATE**

Gordon announced to the group that he had received notice of resignation from Toby and that his last day in post would be Friday 18th March 2016. The Directors wished Toby well and thanked him for his work on the UP core running and Developing Unst Tourism projects.

A detailed update was provided by Kellie and Toby on the Developing Unst Tourism and North Isles Tourism Development projects, see below:

Unst

A survey has been distributed round the local tourism providers and response has been slow to date but this will be followed up. There have been recent meetings with the Trustees of Gardiesfauld Hostel and the Heritage Centre. The online coverage continues and there is a Welcome Pack for tourists being drafted. Several collaborative projects are being developed by Toby, Megan and Kellie, as detailed below in Kellie’s notes. Dates are set for the following events: Writers Weekend (15-17th April 2016), Heritage Weekend (24th April 2016), Dark Skies Weekend (November tbc), Winter Festival (2-3rd December 2016).

North Isles

Kellie commenced in post 18/01/16 and there have been several meetings since then developing ideas, making contacts and arranging events. These are summarised below:

* Set up spreadsheets with Coastal Communities outcomes and indicators and completing these as we progress
* Set up spreadsheets with events and tourism opportunities in North Isles 2016 (go through this on Kellie’s laptop)
* Kellie has visited North & East Yell on the 28/01/16 and Fetlar on the 04/02/16 re. tourism development in the islands.
* List of tourism providers in Yell and Fetlar
* Yell & Fetlar tourism surveys in process of being distributed
* Publicity in Shetland Times and UP newsletter and website continues
* Regular SKYPE meetings with Megan and Toby.
* 1st Lead North steering group meeting held 08/02/16. Annette Jamieson and Shona Skinner agreed to become UP Directors for the duration of the project.
* North Isles provider’s interested in Digital Tourism training to be provided by HIE
* Lead North delivery action plan compiled and approved
* List of contacts created for reference
* Package developed for Norwick Up Helly Aa 19th March 2015.
* Unstfest AGM meeting attended 17/02/16; Kellie joined as joint Secretary and Megan is Chair
* Yell Tourism meeting to be attended, 29/02/16
* Kellie arranged to attend Yell Community Council meeting 17th April and give update to Fetlar Community Council
* Kellie completed article for Spring edition of 60 North Magazine with photos
* Kellie to attend Heritage Centre AGM 08/03/16

Work in progress

* Greeting meeting of North Isles tourism providers in the Fetlar Community Hall Saturday 26/03/16.
* Potential future events include: Norwegian Melodeon Night 09/08/16 (tbc), Classic Car Show (June tbc), Bikers Rally (July tbc), Food & Drink tour (October tbc)
* Ideas to be developed: ‘Yummy Mummy package,’ ‘ 3 islands in 3 days’ and ‘5 beaches in 5 days,’ ‘North walk,’ ‘Reel Gin Festival,’ ‘Yell Tourist Map,’ Mobile app’ and ‘Boat trips.’
* Several contacts still to be made, mailing lists to be compiled and marketing streams explored.

**5. FINANCIAL REPORT AND CORE RUNNING FUNDING**

BT was unable to attend the meeting. *(Gordon met with Bridgette and Fiona the following Wednesday and agreed that the Underspend on funding for Admin/Finance would continue until May/June 16 when Bridgette would compile the UP Annual accounts for Accountants. She would continue to keep accounts for UP but under the Coastal Communities Fund budget where she still had hours.)*

**(Verona, Kellie and Toby left at this point, with George Rodger taking Minutes.)**

**6. FORWARD PLANNING POST MARCH 2016**

With the Unst TDO contract ending in June, Directors discussed how to fill this position. The hours from April – Dec 16 would have to go down to about 28 hours per week, which may not be enough to attract another member of staff. Megan was doing 14 hours from Glasgow on Marketing packages and online media. That could continue if we could get someone else to do 14 hours per week here; or we could look to employ someone locally for 28 hours. Gordon had approached a possible candidate to replace Toby and it remained to be seen whether they would take it on. Coastal Communities Fund Officer Sharon Davidson (Glasgow) would need to approve whatever solution we proposed.

We discussed with Fiona whether further funding from HIE might be available for a Tourist Officer after Dec 2016. Fiona explained that HIE was bound by State Aid rules and that Unst had already received substantial State Aid funding in 2016 and 2015. We had exceeded our limit (£150,000 of grant aid over a three year period) because of past HIE, CCF and CARES funding. Any further funding would have to be from sources not bound by State Aid regulations.

**7. AOCB**

Arrangements were made for a farewell to Verona and Toby on **Friday 11th March at 7pm, Baltasound Hotel.**

**8. DATE OF NEXT MEETING**

Next Meeting to be held on Wednesday 23d March, 6.30pm at Unit 1.**NOW CHANGED to Thursday 31st March. 6.30pm at Unit 1, due to a clash with Tourism meeting. GMT**