**Unst Partnership Ltd**

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

**Wednesday 7th February, 2018 at 7pm.**

**Present:-**

Gordon Thomson, Sarah McBurnie, George Rodger, Colin Edwards-Horton, Norma Jamieson.

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

**Apologies:** from Frances Browne, Community Development SIC, Susan Edwards-Horton, Jane Macaulay, Les Sinclair, Di Hervey.

**1. Welcome**

Gordon welcomed everyone to the meeting and passed around agendas and minutes of the previous meeting.

***2. Matters arising:***

**Skip Day** Next Skip Day is Saturday 3rd March 2018.

**Correction** Gordon said that the photocopier was £70 a quarter, not per month as he had said at a previous meeting. We agreed to keep it going.

**Community Asset Transfer (CAT) application** HIE have now accepted this and there is a period now for consultation and full approval. The Lease has been extended by Graham and Sibbald until 23rd April. We hope that the transfer will be completed by then.

**Certificate of Lawfulness:** This had NOT been agreed to by SIC as the Units at Hagdale were deemed to be Class 4 when they were constructed. No change of Class had been applied for since then. We therefore need to apply for full Planning Permission to change to Class 1 Retail. This will cost a further £401 and will take approximately 8 weeks for approval.

We agreed to continue to promote the second hand store/recycling centre at the monthly Farmers Market.

One risk of all this is that it will take longer before we are bringing in any income for the Second hand store and Reserves will continue to reduce.

**Scottish Land Fund:** Gordon is still working on the Stage 2 Application but it should be ready soon for sending off. Our case officer is now Gemma Campbell as Claire Munro has moved to a new post. This could take 4 months to be approved.

Unit 1 independent Valuation: Unit 1 had recently been values at £23,000. However, we have since discovered that the other Units nearby have sold in the region of £15K-£18K. We therefore decided to appeal against the valuation, hoping that it would be lower.

**Collaster Project:** Most of the bills are in for this, incl. £2328 to AOC Holdings for Finds Analysis, plus costs of Dr Dan Rhodes’ visit in March. The School still have to claim up to £500 for printing a trails leaflet.

**Walkers are Welcome:** The WAW website is paid for until April by Chas Hollis. Website cost is £36 per quarter or £144 per year. In addition, WAW membership is £40 per annum. We have asked Gardiesfauld Youth Centre if they wanted to manage this. LEGS, the Unst walking group, may also be interested. Norma to ask Dick & Ali Foyster and to check online for WAW criteria that require to be met by a new group. “Walking the Coastline of Shetland: Unst” was mentioned as a useful guide.

**Polytunnels-** Nigel Stickle still to erect fencing around site.

**Insurance** (Frances had asked at last meeting about employee insurance – this isn’t required but it also needs to cover volunteers in the Office.)

**3. Halligarth Project update:** Jane, Norma, Di and Sarah attended a recent meeting at the Shetland Amenity Trust offices in Lerwick on the NTS Halligarth project. Heritage Lottery Funding has been agreed and SAT are now looking for further funding in order to start the project. There was some discussion on how the long term running costs would be met. SAT intend to take a 25 year lease on the building but are also looking for community support. We felt that Unst could not turn away a project of this magnitude. It could bring jobs and provide another good tourist facility on the island, encouraging visitors to go and look at the other amenities and sites on Unst. The four Directors were complimented on being the only Unst representatives.

**4. Tourism**

Directors looked at the 2017 Unst map, now due for reprint and suggested some changes.

* Roads in yellow rather than red
* Two adverts for the Heritage Centre and Boat Haven?
* There is no longer a phone box in Uyeasound.
* A new cover photo was required – **Gordon** to check with Rob Brookes.
* **Sarah** offered to check with B&Bs about taking a £50 box between them.

Cover letter to be re-drafted. **Gordon** to send **Norma** a copy. Then to go out to potential advertisers.

The Unst Map sign at Belmont was well out of date. **Gordon** to check with SIC and UCC.

**5. Finance report**

Annual insurance had just been paid – over £1000, incl Wind turbine.

Reserves were still being depleted with not much income.

Npower bills – check that Electricity has not gone up. Can be switched in August.

Is attic insulated? – Norma. Gordon to check.

**6. AOCB**

**Upcycling Project Norma** suggested an upcycling project for Unst Show using single ear-rings. She agreed to put up an advert *-“Single Studs Wanted”.* We hoped she would receive appropriate replies.

**“Visit Unst” Facebook page.** Megan Burns wanted to take over the running and marketing of this. Directors discussed the contract. Norma wanted to look at it further. We agreed to circulate to all Directors for approval before sending.

***Date of Next Meeting: Wednesday 7th March 2018, 7pm in Unit 1.***

**(Future Meeting: Wednesday April 4th, 7pm in Unit 1)**