**Unst Partnership Ltd**

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

**9th October, 2017 at 7pm**

**Present**

Gordon Thomson, Sarah McBurnie, George Rodger, Jane Macaulay, Norma Jamieson, Di Hervey.

Apologies:

***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, Les Sinclair.

We decided on set dates for next two meetings: Monday 6th Nov, 7pm and Monday 4th Dec, 7pm in Unit 1.

***Matters arising:*** Megan Burns is taking on to run the “Visit Unst” Facebook page so any items for it should be forwarded to her.

The next Skip Day is on Sat 28th October. We wondered if SAT would continue to support it but at present they are and we hope this continues. We have been asked to attend the Shetland Environmental Awards event on Wednesday 15th November in Mareel.

Change of use: Gordon explained how we would need to apply to the SIC for a “Certificate of Lawfulness” (£200) to use part of the Office as a Second hand store. If that was not accepted, we would have to apply for full Planning Permission, which is dearer (£400).

The other tenants/owners on the Estate were not keen on development to the north of Unit 1 due to visibility and the possibility of waste goods being piled there. Despite assurances that this would not be the case, they were still not keen and as it is a Common Area we decided not to pursue purchase of this plot.

The Unit has to be independently valued and we agreed to split the costs 50-50 with HIE on this. Gordon to speak to Rory Dutton (Development Trust Association, Scotland) about the project as to whether Community Asset Transfer was the best way to go.

2. Main topic for the evening was the **draft Business plan and Spreadsheet** for the second-Hand shop prepared by Mark Taylor of Eriskay Associates. We queried the table on page 2 (Exec Summary) as the figures did not add up, although a more accurate table was in the main document. The table about access to key services was also queried as it said 56 minutes was average time to reach the nearest Primary school.

The Strategic Plan (page 16) for future development was discussed as it was quite ambitious. Some of the more complicated ideas eg food processing/worm casting would need separate premises.

There was a disparity between the Financial Projections on page 26 and elsewhere, but the break-even points seemed reasonable.

We agreed to respond to Mark with these changes and to look at the next draft at the next meeting.

***Meeting closed at 8.50pm Next Meeting Monday 6th November 2017.***