

# Unst Partnership Ltd

## MINUTES OF A MEETING OF DIRECTORS IN UNIT 1, HAGDALE INDUSTRIAL ESTATE ON 14<sup>th</sup> June 2012

### PRESENT

Dave Howitt, Director  
Jane MacAulay, Director  
Minnie Mouat, Director  
Maggi Reyner, Director  
Steve Swan, Director  
Gordon Thomson, Chair/Director

### Apologies

Paul Thomson, Director  
Murray Brown, Director  
Julie Thomson  
Frances Brown  
Mhari Pottinger

The meeting was chaired by Gordon.

### **1. Letter of resignation.**

1.1 The directors have received a letter of resignation from Hannah. Leave due to her is more than required notice period. She will work until June 20<sup>th</sup>.

1.2 There was a full discussion of the implications of Hannah's resignation. The following items were noted.

- The directors wanted to express their gratitude for all the work Hannah has done and their disappointment that she was leaving.
- Items that need to be finished before Hannah leaves.
- CRP meeting on 28<sup>th</sup> June, Dave will attend.
- Advertise for replacement. Discuss funding with MP and Tommy Coutts.
- It was agreed that Dave would come in for a day or two to get up to speed with ongoing issues. Hannah will provide a list of contacts.
- Job specification needs to be reviewed.
- Relevant skills required; understanding of renewables. This also included some discussion on possible sites for Wind turbine.

### **2. Items arising from previous meeting**

2.1 Meeting with PURE. They will charge £348.80 to look at the turbines and give us feedback on their condition. The meeting formally approved this outlay. The portacabin and contents are virtually worthless. Is there any scrap value?

2.2 Tourism. Directors looked at the proof of the Map of Unst. The Bistro now has its licence. There was a bill from Denis Buddle for electrical work. It was agreed to send the bill onto the owners. SNH are holding a consultation on the future of Hermaness Visitor Centre. Brown Tourist Signage was discussed. Awaiting reply from Mervyn Smith about updating the signs. Jubilee celebrations. The Council in Scillies are keen to make links with Unst.

*(Murray Brown joined the meeting at 7.55)*

## **2. Items arising from previous meeting**

*(Murray Brown joined the meeting at 7.55)*

2.3 Allotments Still waiting suitable weather to put up new covers. Need to organise a date and time for allotmenters to come and help. Next Monday at 7 o'clock was agreed.

2.4 Halligarth. National Trust have permission to do work on the house. They are keen to get discussions underway. Hannah will contact them to arrange a meeting to see what they have in mind.

2.5 Uyeasound School. There is a meeting on 26<sup>th</sup> June in the school building to look at possible future use.

2.6 Newsletter. Should we produce a newsletter? This will be a job for the new Development Worker.

2.7 Shetland Times column. Directors had decided not to take it on. It is being produced by Bluemull Development.

## **3. UP Assets**

- 3.1 Dave was keen to discuss UP assets. It was agreed to write off anything before April 2009.
- The electric scooter is being repaired. Insurance is in Hannah's name and will be transferred to new Development Worker.
  - Shredder. Dave and Murray will look into repairing it.
  - The trailer has been fixed and is available for rent.
  - There is an engraving machine which may be useable.

## **4. Other items**

4.1 Marketing training. Train Shetland could offer training if enough people were interested.

4.2 Wool week. Minnie explained that there is to be a 3 or 4 day conference which may be in Lerwick. However delegates are keen to visit Unst and meet with crofters. This will provide marketing opportunities and we should be encouraging this.

## **5. Financial Report**

Bridgette presented her report on UP finances. She is keen to get the books of to the accountants. All accounts are now on SAGE. Money has come in from the Community Council and the Charitable Trust for the Unst Map. Money has come in from selling advertising space on the map also.

UP need to find ways of generating more income.

Bridgette is to enquire if there is money within Fairer Scotland for office furniture & equipment.

Bridgette will send draft policies and procedures to ACAS for approval and then they can be approved & adopted by the Board.

We need to set up a Workforce Development Plan for the new Development Worker. HIE will pay 80% of the costs.

Directors need to meet to put together a recruitment pack.

There was further discussion of additional relevant sources of grant funding.

## **6. AOCB**

Dave raised the possibility of buying the Mid Site in the MOD auction as a possible site for a wind turbine. Dave is willing to fund this and it was agreed that we should bid up to £500 for the site.

## **7. DATE OF NEXT MEETING**

To be agreed.

Since there was no further business, the Meeting was brought to a close at 9.31.