

Unst Partnership Ltd

MINUTES OF A MONTHLY MEETING HELD IN UNIT 1, HAGDALE INDUSTRIAL ESTATE
ON TUESDAY, 16th JULY 2013 AT 7.00PM

PRESENT

Murray Brown
Chris Dumont
Minnie Mouatt
Steve Swan
Gordon Thomson, Director (Chair)
Paul Thomson

IN ATTENDANCE

Verona Shaw – Local Development Officer
Bridgette Thomason – Finance Officer
Fiona Stirling - HIE

1. WELCOME AND APOLOGIES

Gordon welcomed everyone to the meeting.

Apologies from Jane Macaulay, George Rodger and Frances Browne. Steve Swan joined the meeting late.

2. MINUTES OF THE PREVIOUS MEETING

As the previous meeting in June was not quorum the Minutes from the meeting on 6th May 2013 were proposed by MM and seconded by CD.

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 Minute from May 2013, and notes from the meeting in June 2013, were circulated to those present. There were no matters arising that would not be covered in the main agenda or within the LDO report.

4. LDO REPORT

Attached is a copy of the report provided by VS.

4.1 Priorities and current projects

Community broadband – VS provided an update on the responses to the recent surveys across the North Isles and despite lower numbers of completed surveys that expected the results were interesting and supportive of a community scheme. The next step is to meet with the interested parties (Community Development Companies and Community Councils) to discuss using this information to drive forward a plan and discuss the next stage of consultation – meeting to be held 18th July. VS also to attend a broadband meeting/workshop with the Royal Society of Edinburgh on the same day and present the survey findings.

VS enquired about attending the DTAS Conference on 1-2nd September 2013 and has requested a bursary from the organisers (up to 75%). The group agreed for VS to attend and discussed if any Directors would be keen to attend also.

5. FINANCIAL REPORT

5.1 Accounts update

BT stated the current Reserves balance at £3750.88 and detailed the recent business as per the previously distributed documents. It was explained the Bank of Scotland had made errors in the processing of the addition of signatories and provision of debit cards and this required more paperwork to be completed and hence there has been a delay with these requested services.

VS requested confirmation to have the turbine hub painted, as recommended in the last maintenance report, and the Committee agreed for PEC to supply the paint and to go ahead with the quoted service. Steve enquired about the previous maintenance/service agreements; VS to follow this up and ensure that a service is in place for 2014 also.

The Conflict of Interest Policy and Statement for all Directors and Staff was discussed again and those present who had not already submitted details did so at this point in the meeting. This information will be held on file, confidentially by the Chairperson and Secretary, and should be reviewed annually. It was proposed that this takes place at the AGM each year.

BT reminded the Committee that all the policies recommended by HIE's independent advisor were now approved and should also be reviewed annually

It was noted that the Special Resolution recently passed alongside the amended Articles of Association are now with OSCR for approval.

5.2 Core funding

Gordon summarised the letter received from SIC Economic Development Unit stating that no further financial support was available from them through the previous funding stream i.e. Fairer Scotland Fund.

Fiona Stirling, explained that HIE are willing to consider future funding for the Community Account Managed programme in Unst through their local Shetland Strengthening Communities budget. Presently HIE cannot indicate if this possible funding could be of 50% or more of the core-running funding required by UP. FS is required to submit a report to HIE Directors outlining the accomplishments, current and future aspirations and projects, and the need for a continuation of a Local Development Officer to develop the company – which should focus on income generating projects. VS to provide a summary of current and future core projects, detailing needs, outcomes, benefits and approximate budgets for a meeting on 23rd July with HIE staff. It was agreed that the Partnership should be actively seeking match funding where possible for a two year (minimum if possible) continuation as a priority henceforth.

Chris enquired about the status of UP's assets should future funding not be secured. Discussion ensued about exit strategies and documenting the management of assets for reference should such a situation arise.

6. Project: Northern Lights Bistro

The group briefly discussed the current situation with regard to viable business options and the collating of relevant information and research which is to be presented to the Board in a Business Plan. There were mixed expressions of how to progress this proposed project with concern raised over the time and effort invested to date by the LDO, versus realistic and feasible outcomes of

the exercise. It was agreed that VS will continue to prepare a Business Plan with support from HIE (FS) and hopefully Business Gateway.

7. Project: Unst Waste Reduction/recycling

VS outlined the proposal for a waste reduction and recycling research project drafted in discussion with Paula Goddard. It has been suggested previously that this would be suitable for submission to the SIC's Community Development Fund and all present agreed VS to continuing the proposal and applying to this fund. VS to draft and check financials with BT and GT before sending to UCC for endorsement prior to submission.

8. AOCB

VS read from a recently received letter from the STV Appeal with reference to a fundraising activity on Unst with Sean Batty. There was a request to donate a raffle prize to the event being held at Valhalla Brewery on Sunday 28th July and the Directors agreed to provide a prize. Thanks to Chris Dumont who offered to supply a gift set of local handmade soaps.

There was no further business discussed.

9. DATE OF NEXT MEETING

Tuesday 27/8/2013 at 7pm in Unit 1.