

**Unst Partnership Board Meeting
Thursday 22nd April at 6:30pm. BJHS**

DRAFT MINUTE

1. Welcome, introductions and apologies.

Present:

Gordon Thomson
Jane Macaulay
Kelda Hudson
Rory Tallack
Ruth Grainger
Maggi Reyner
Liam O' Neill
Karen Smith
Paul Thomson

Apologies:

Anna Niven

In attendance:

Maree Hay

Directors welcomed Maree Hay, the Project officer for Northmavine Community Development Company (NCDC), to the meeting

2. Roles and Responsibilities of Company Directors.

Training was provided by Maree Hay who is a DTAS commissioned trainer on the role of directors and the history of NCDC.

Directors expressed their thanks to Maree for a very useful and interesting session. It was agreed it would be useful to continue to share ideas/information.

3. Minutes of last meeting and matters arising

Relevant directors gave an update on Adam Ramsay's domestic renewables idea. The idea is being investigated by the Renewables Working Group.

A Group membership form is now available.

Terms of reference for each of the working groups are still being worked on.

Action: KS to circulate Unst Renewables Terms of Reference.

Directors have now received some training in Project Management.

Action: GT to suggest that we focus on financial management at the next training session on May 23rd

The minutes were approved by MR and seconded by KH.

4. Update on Projects

- **Unst Trading Company**

The Tourism, Arts and Crafts and Food and Drink Working Groups all met to discuss results of the market research questionnaires. While the questionnaire turned out not to be appropriate for some producers/provided Phil Brown's analysis of the results indicates there is enough evidence to make a trading company viable.

Action: A UTC director sub-group meeting to be arranged by Rory.

- **Renewables/ Powerdown**

An update on the Community Allotments project was provided. Planning permission for the polytunnels has been applied for but as they will be on council owned land a decision will not be made until the next relevant planning meeting on the 2nd June. An Allotments tenancy scheme is being set up meantime. Directors will be unable to apply for polytunnels.

Action: GT is to meet with URGE, Mike Smith etc to finalise allotment agreements and arrangements

The recycling and Youth Hostel funding was unsuccessful. The electric scooter has arrived and will be launched at the C2C Islands conference next week. Funding applications for a Fuel Poverty Officer and Environmental Education are still outstanding.

- **Micro-Spinning Mill**

The bids for the feasibility study for the Micro Spinning Mill are due in by 30th April. The development of a points system for objectively selecting a preferred bidder was discussed.

Action: KH to find SIC examples of such systems. GT to speak to Tommy Coutts for advice. RT to speak to Helen Bradley about potential scoring systems.

A meeting to discuss the bids will take place on Wednesday May 5th at 6:30 BJHS GT to circulate copies of the tenders prior to this meeting.

- **Development Worker**

Directors were generally agreed that we should pursue funding for a development worker through alternative funders in the short term after the disappointing negotiations with HIE/SIC. It was suggested we could work on the Community Development Plan through the Community Work office and pursue the CRP route at a later date. The Esmee Fairbairn Foundation application process was discussed.

Action: KS to contact Phil Brown about applying to other funds and to attempt to draft an application to the Esmee Fairbairn Foundation for Directors to discuss. KS to ask Helen Bradley if she can get access to funder finder and all directors to look out for other potential funding streams.

5. AOCB:

RG gave an update on the Arts and Crafts Working Group. The group plans to take over Unst Creative and will become known by this name. There will be an exhibition of Unst Creative artwork at the opening of Tony Humbleyard's new gallery at the shore station. Tony Humbleyard is also seeking funding for the production of craft trail postcards similar to that observed in Westray. They are also seeking funding/planning to visit and sell at several craft fairs in locations out with Shetland.

6. Date and Time of Next Meeting.

A training session on Making Funding Applications will take place on Saturday 24th April for those available. The next directors meeting will be to identify a preferred bidder for the Micro mill feasibility study on May 5th at 6:30p.m.

The meeting closed at 9:15pm.