**Unst Partnership Ltd.**

**Draft Minutes of Directors Meeting held at Unit 1, Hagdale Industrial Estate, Baltasound**

**6.30pm on Wednesday 29th May 2019.**

**Present:** G. Thomson (Chair), Sarah (Vice Chair), Colin Edwards-Horton, Di Hervey, Frances Browne (Comm Dev.), Kathleen Johnson (Dev Officer).

**Apologies:** S. Edwards-Horton, June Harrison, George Rodger.

**Copies to:** Unst CC; Ryan Thomson, Alec Priest, Duncan Simpson (North Isles SIC Councillors), Kathleen Johnson (Dev Officer).

1. **Minutes of 24th March – matters arising**.

*Key Cutting equipment*. June spoke to Karis about this but also wondered about cost of new machine. Gordon had looked online and cheapest machines were around £1000 or more. We thought we should go ahead and purchase but will check again with June.

*PAT testing* – We thought we should proceed with purchase of this as some of the electrical items we received were of low value anyway. The Scottish Land Fund grant allows for Shop Equipment purchases in the first year.

*Fair Trade* – We are now taking orders from residents and stocking coffee and chocolate in the shop.

Minute approved Sarah, sec. Gordon.

1. **UP Shop.** The *Book and DVD Sale* in the Hall had been reasonably successful but there were still a lot of books and DVDs left over. Some are now in Gordon’s garage, to be taken to Lerwick outlets. Some had been taken by Di to COPE and other charity shops.

Kathleen said that were now on a par with other Charity shops such as Whalsay. As there had not been so many folk coming on a Thursday night, we decided to revert back to Thursday afternoon opening from June. This might also bring in day visitors to the island.

Kathleen said we still needed more volunteers to assist, as well as someone to organise this after she goes in September. She explained that taking in goods on a Monday night meant a lot of cleaning and washing afterwards in order to have goods presentable by the Thursday.

Sarah wondered if we could still have a paid worker on reduced hours. Someone self-employed could arrange their own PAYE. We did not have to pay a Pension contribution if earnings were below £10,000 pa.

Kathleen is planning to open every day during UnstFest (13th-21st July) and to have a selection of local goods for sale in addition to second-hand items. e.g. homebakes, fishing weights, clothes props. *Again, we would need extra volunteers to assist with this*.

1. **Future Projects** Northmavine already have a Recycling Service and Kathleen wondered about trying to set up something similar in Unst. She has a site in mind but it would need time to get a group organised to oversee it and apply for grant aid and an organiser. There could be a Repair/recycling shed, food composting, Laundry facilities, pallets made into garden furniture or firewood, etc.
2. **Use of Shop proceeds**. Other Charity Shops have a clear cause that they support e.g. Cancer Research, Red Cross, People with Special Needs - but we do not. We need to show that at least some of the money earned through the shop is going into the community. First of all we needed to have an accurate account of our Income/Expenditure to see what funding we had to give out.

Main Items: *Expenditure* - Building maintenance, heating/lighting, phone/broadband, office costs, Tourism map, Insurance, Skip costs.

*Income* – Shop proceeds, FITS payments, Times column payments and Grant Support.

This should be completed by Bridgette/Bon Accord by June for the AGM. *(Now postponed until July – GT)*

We decided to hold a **Participatory Budget (PB) event in September** where Community groups could bid for funding. **Frances** explained briefly how PB events worked in other areas (Whalsay, Lerwick, Fetlar) and it would take a meeting dedicated to this subject with her before we went ahead with our event, so that groups taking part knew the criteria involved.

1. **Skip Scheme** – 35 people had signed up so far and we would hope to have over 40 by Skip day on 1st June (*45 signed up by 1st June – GT*). There were at least 11 people requiring a skip trailer pick-up. George and Jim were away so Gordon is going to approach some other community members about assisting on the day.

The Skip Day after that will be **Saturday 6th July**.

1. **Financial Report.** Tourism map was out but advertising had not quite covered costs (£569-£420, meaning a subsidy of £149) so advert cost will need to go up next year*. (Some Maps still to go out – Di and Sarah to distribute some to mainland.)*

Bank funds were steady: £19,540 on 1st May compared to £19,828 on 1st April. Skip money would boost this through May but would go out again over the year. Total skip cost would be £4233 for the year, with Annual Skip payments covering about half of that (*45 x £45 = £2025*).

**AOCB**

**Unst Cycle Hire** – Unst Leisure Centre is considering taking this on but still has to check on facilities and maintenance.

**Funding for individuals**- Housing Officer and Health Centre have been informed, School and Kirk still to be notified - ***Gordon***

**Date of Next Meeting:** **6.30pm,** **Weds 26th June, 2019 at Unit 1, Hagdale Industrial Estate.**

**Main Item: Participatory Budget event**

*(****AGM*** *now going to be later –accounts not going to be ready until July.)*