**Unst Partnership Ltd**

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

**Wednesday 10th January, 2018 at 7pm.**

**Present**

Gordon Thomson, Sarah McBurnie, George Rodger, Jane Macaulay, Les Sinclair, Norma Jamieson,

Di Hervey.

***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.

***2. Matters arising:***

**Skip Day** Next Skip Day is Saturday 27th January 2018. George, Norma, Jane, Gordon and Sarah able to attend. Trailer Pick-up will be on Friday night. We will try to see if any items are suitable for resale. In future, they could be brought to the Recycling store.

**Certificate of Lawfulness:** Still no reply yet. The 5 week period was up on Dec 20th but after phoning Planning Dept they are still uncertain as to whether we are mainly a Class 4 (Office) or Class 2 (Professional advice centre). If we are deemed to be Class 4, we will need to apply for full Planning Permission. If Class 2, we can go ahead. Planning Dept have now referred the matter to the Legal Dept, which will take more time. In the meantime, we have had to extend our lease for another three months until the end of February.

**Community Asset Transfer (CAT) application** We have still not heard from HIE about this. When the application is accepted as suitable, HIE still have 6 months in which to consider the bid. However, we now have only three months from 10th January to have our Stage 2 Application to the Scottish Land Fund accepted.

**Polytunnels** Strainer posts have now been placed around the allotment but fencing still needs to be completed. One tenant is moving shortly and his site will be taken over by one of the other Allotmenteers.

**3. Minutes approved** by Les, sec. by Sarah.

**4. Use of Unit 1 as Recycling Centre/Secondhand store**

In view of the delay over acquiring Unit 1, we discussed another vacant property in the area. There is no phone or broadband there and we would possibly need to apply for Change of Use again. Some other groups are interested in it and we thought that we should proceed with our present plan to purchase and develop Unit 1.

**5. Finances**. 29th December Balance was £14,113.39 but commitments included two skip payments to Garriocks (£840); Collaster Dig grant still to be disbursed or returned to Heritage Lottery Fund (£4041) and grant allocated for Yell Tourism projects (£728.33). Unrestricted reserves are therefore £8504.06 with running costs, insurance, rent still to come out of this. **Frances** asked whether we still paid Employers insurance if we had no employees – **Gordon** to check. The Wind turbine income is only just covering electricity costs.

**AOCB Halligarth** There is a meeting on Monday 22nd January in Lerwick to discuss the Halligarth project with SAT who have Heritage Lottery funding to develop Halligarth house. Norma and Sarah were hoping to attend. Hopefully this can provide some employment for SAT employees in Unst.

**Collaster Project** – Some items still to be completed by end of March. We are waiting for a Finds Specialist Invoice; Dr Dan Rhodes’ visit to Unst in March still has to be paid for; and the School have funding to complete a Trails leaflet.

**Photocopier** – rental on this is £70 a month and we rarely reach this with the level of usage. Gordon to check contract to see if it can be terminated. We still have a good laser printer/scanner so we can still do colour and B&W printing on A4 paper.

**Workforce Development Plan** We still have £1000 in this budget from HIE but it needs to be spent by March. The only item we are likely to claim on is the Digital Trends events coming up which Les and Norma were hoping to attend. This might need £150 but the rest of the money would stay with HIE unless we have any other Development needs.

**Walkers are Welcome website** Chas Hollis was giving this up and wondered if we would take it over. The site costs £100 per year plus WAW Membership of £40. Some Directors felt maps were needed on the site as the descriptions of the walks were not always clear to visitors. The Walks would also need to be checked to see that stiles/fences are in good condition. Facilities for walkers, such as drying rooms and boot lobbies were also important. We wondered if Gardiesfauld Youth Centre might help with this.

We agreed that Tourism should be a topic for the next meeting.

The Meeting closed at 9pm**.**

**Date of next meeting Wednesday 7th February, 7pm at Unit 1**

**(Future Meetings: Wednesday March 7th, Wednesday April 4th, 7pm in Unit 1)**