



A meeting of NCDC was held on: Wednesday, 31st May 2023, at 7:30pm, in NCDC Office

Present – Stephen Moore (Chair), Margaret Roberts, Bill Manson (WM), David Brown, Alistair Williamson,

In Attendance – Iain Davidson

1. Apologies – R McGeady, C Johnson, J.A. Cromarty, J Titcomb and C Anderson

2. Approval of Minute – Minutes of meeting on 19th April 2023 were approved by MR and were seconded by DB

3. Nortenergy Update:

Draft Loan Agreement – WM was still to meet with RM of Nortenergy to confirm details. MR reported that a new employee had started work at Nortenergy. While this was a replacement for HH, the roles had been reshuffled to better utilise the strengths of individual members of staff. Turnover currently stood at £426K and there were 54 orders in place. Planning permission for new portacabin had been applied for. Material flow was good. Accreditation for 5m Polycrub was still being sought.

**Action: WM to meet with RM**

4. Growing Local Project – The Crofting App was now live and would be publicised in various locations. The 3rd claim from CCGN had finally been paid and Claim 4 had been submitted and initial queries responded to.

5. Financial update – WM reported that day to day expenditure was much as expected but the year-end figures were skewed due to the Accountants requesting that 22/23 be left open until all transactions relating to goods/services supplied or received in that period were completed. There was a good deal of discussion around this and ID agreed to speak with Accountant to check on requirements.

**Action: ID to contact A9**

6. Hillswick shop update – It had been reported that the Shop Manager had handed in notice but no-one with knowledge of the situation was present to discuss. It was agreed that the Shop Board should be meeting (along with NCDC Board) urgently to address this issue. SM agreed to contact Shop Chair to pursue this.

On another issue, AW asked if shop's water supply stop-cock had been sourced. ID reported that it was in Booth garden and supplied both Shoormal and shop. AW advised that these supplies should be separated and that a key be provided, along with a diagram showing where stop-cock was, for use by shop staff.

**SM to contact CN. ID to source water key and diagram and to arrange for shop/house supply to be separated.**

7. Weaving Shed update – ID reported that the recent Artist in-Residence had now gone and that the flat was well booked-up for the next few months, with another Artist arriving late August for a month, then a Tapestry group exhibiting during wool week. Esme’s exhibition would be running from mid-June through to August and KR/JJ would be sharing the space. GJ would like to hold another sales weekend and this would likely need to be in October. ID planned to do some of his WFH duties at the Gallery to keep up momentum of it being open to visitors, started by last artist

8. Old Urafirth School Update – CA had sent notes that architects were due to start work in coming week and were in touch with Tracey-Anne for access. There was a slight increase from original quote but this should still be covered by SLF grant. Luke (HNA) intended to visit Shetland once during the analysis to hold community meeting and asked if directors had a preferred date. There was some discussion around whether this was satisfactory but directors eventually agreed that they should move on this asap.

**Action: CA to agree date with Luke for visit**

9. Community Energy/Transport Hub – ID explained that he had attended drop-in session at Scalloway for this and that Ryan Thomson (SIC) had been hoping to attend the meeting to explain but could not make it. The project was to put a funding application to UK Govt. to set up a hub. After speaking with ID (and CDCN team) they were more aware of the planned project already being available through Community Development Companies and wanted to discuss further. ID will arrange for CA and him to meet with RT.

**Action: ID to arrange meeting**

10. Matters Arising –

Stucca: ID was still to contact Planning to set things in motion. 1 site for 2 x 1.5 storey houses.

**Action: ID to contact Planning**

Community Polycrub in Sullom: MR reported that she had been to measure the site and CA had begun the process for decrofting application

**Action: CA to proceed with Application**

Admin Job: ID shared the draft job spec for an Admin Assistant with directors and was instructed that he and CA should proceed with finalising spec, then getting directors to sign off before advertising the post. It was also agreed that the post could be a job-share.

**Action: ID/CA to proceed**

SCOTO: CA sent brief notes of her trip and will submit report when back to work

**Action: CA to submit report**

Tourism App: See Item 4

11. AOCB –

Simmer Dim Rally Recycling: A proposal had been put to NCDC to assist SDR committee to recycle tents and other camping equipment which were being left behind after Rally.

Directors agreed that they could be put to Bruckland and notices should be put up advising rally-goers to do this directly.

**Action: CA/ID to liaise with SDR Committee**

Development Plan: DB asked if there was any progress with plan to show community what NCDC are doing. MR responded by explaining about the flowchart which she had created and felt it should be revived. DB requested a copy of this. It was generally agreed that there was a perception in the community of NCDC having a lot of money but “sitting on it”. It was further noted that Housing was still regarded as the biggest need and that the Old Urafirth School project would address some of this and would almost certainly use a substantial amount of funds held. DB suggested that Hillswick and North Roe both needed a Marina. MR responded by stating that there would need to be a written plan for any investments. MR also pointed out that the minutes of meetings should be published on NCDC website and displayed in local shops. ID agreed to deal with this.

**Action: ID to forward copy of flowchart to DB and to make minutes NCDC meetings available to community**

Saltire Awards: ID reported that there should have been a guest attending the meeting to discuss this scheme but she had had to submit apology. It was hoped that NCDC would itself register for the scheme and help to encourage other groups/businesses in Northmavine to do so.

**Action: ID to liaise with LS**

12. Date of Next Meeting – 5<sup>th</sup> July 2023

Meeting ended at 21:26