

COMMUNITY DEVELOPMENT COMPANY OF NESTING

AGM MINUTES

7.30pm Tuesday 26th September 2023

Venue: South Nesting Public Hall

Present: Vic Thomas, Dougie Stevenson, Jennie Bradley, Ian Hunt, Ellis Keith, Andrew Foyle, Charles Gear, Mark Ratter, Milford Georgeson, Alan Lindsay, Karen Coutts, Ian Coutts.

It was noted that the AGM was attended by only 11 members and directors of CDCN, whereas a total of 12 members and directors was required for the AGM to be quorate. Following some discussion about this issue, it was agreed to continue with the AGM but that it is imperative that CDCN ensure at least 12 members and directors are in attendance at CDCN AGMs (in person or virtually) going forward.

Apologies: Elaine Read, Emma MacDonald, Lynsey Hall, Riah Garnier, Magnus Bradley.

Vic (Chair) opened the AGM by welcoming everyone.

Milford proposed the last AGM minutes (from January 2023), Vic seconded them.

Vic continued proceedings with the **Chairperson's Report:**

"Firstly, thank you all for coming tonight. It's been a very good year for CDCN across the range of all our activities, as well as new ideas coming to fruition and projects on the near horizon to keep us forging ahead.

I won't go into the specifics as others here tonight have more detailed reports on our achievements, finances and aspirations, but as I am stepping down as Chairperson and Director, I feel it's more appropriate to thank everyone that has both contributed to another great year for CDCN and assisted me as Chair.

In no particular order, I'd like to thank Mark for his efforts and support in all areas, Lynda - our outgoing admin officer for a few years of creative help and more latterly getting the office admin to where it is now. To all the volunteers, without which we would really struggle to operate. To Ross in the Scrapstore for joining us and steering the recent additions and changes in the Scrapstore and with more to come. Also, other staff and members who attend our meetings and assist at other times, all of which adds to our strength and ability to sustain the popularity and success of CDCN.

Last but not least, I'd like to thank fellow directors for your support, input, respect and kindness in all of our joint efforts to drive CDCN along its journey. Although I stand down tonight, I'm not going far as I will still remain an integral member of the Scrapstore team and refocus on investigating new ideas and possibilities to increase our income and interest in the Scrapstore.

Thank you all."

With Ian having recently been away, Ellis had prepared the **Treasurer's Report**, presenting the following:

"Firstly, I must point out that, as we are having this AGM earlier than normal, the period I'm reporting on this year is only about nine months; however, some of the months we are not covering have tended to be the less profitable months in previous years—at least for the Scrap-store. For some of the main figures I'll compare with figures I've calculated for the same period in 2022.

Scrap-store sales from 1/1/23 to date totalled £24,535.38. This compares to a total of £19,259.53 for the same period in 2022.

This year, we've seen the percentage of sales by card transaction steadily increase, now equalling cash sales some weeks, though many weeks cash sales are still over double card sales.

A new income stream has been established by Ross—selling books, DVDs and CDs to Ziffit, an online media trading company; this has raised £678.08—money we would not have otherwise made.

Total expenses incurred by the Scrap-store have been £226.76.

There were cash donations of over £245, which CDCN is giving to the Teenage Cancer Trust. CDCN also donated £100 of its own funds to the Teenage Cancer Trust.

Gym sales for this period totalled £4,619.78, with 1148 bookings. This compares with a total of £3,373, with 734 bookings in the same period last year. Please note that a few months ago we changed our payment plan with the gym booking system so that rather than paying an annual fee we now pay a small percentage on each booking; this is working out far cheaper and therefore the improvement in gym profits is actually larger than these numbers suggest. I'll also point out that so far this year the gym took in £986 from induction fees and some cash payments.

Income from Avyanna Beauty Salon from January to October 2023 totalled £272.5, with May, June and July invoices outstanding, and August not yet invoiced.

Therefore, CDCN has made a total of £30,413.66 so far this year—equalling the whole of last year with three months still to go.

I've made no attempt to calculate CDCN expenses for this period: given that our VAT situation is not yet quite resolved (at the time of writing) and much of our expenses, those being wages, are, to various percentages, grant funded, it's hard to come up with a meaningful and accurate number. However, I believe a great effort should be made in December to calculate what CDCN's unavoidable expenses have been in 2023; this will help us better plan for the future. Other expenses, such as those incurred by hiring Alan Glen (the VAT specialist), and items that we have chosen to buy, should also be added-up and presented in meaningful ways.

Finally, I'd like to state that as far as I can calculate, since CDCN started, it has made over £115,000 from the Scrap-store, about £24,500 from the gym, approximately

£2,000 from other sources, like Avyanna, and we've been awarded £685,758 from all the grants we've had (please see tables on page 6). This gives a total of over £827,000 that CDCN has gained from all sources."

Mark continued with his **Development Officer report:**

"Following our last AGM on 24th January 2023, the year to date has been busy for CDCN – both managing existing projects and seeking funding for new ones.

The continuation of CDCN's Aald Skül Enterprise Project (ASEP) saw the arrival of the portacabin, which was then linked to the Scrapstore. This has provided much needed additional space for volunteer workstations and storage of donated items. A trailer was also purchased for the transportation of Scrapstore items. There was a pause on this project between May and July to assess a VAT issue, but activities have since restarted, and final works through this grant will shortly be completed.

CDCN secured a total of £97,596.59 from the Scottish Government's Islands Programme and Highlands and Islands Enterprise for the Growing Spaces Nesting project, which will see the creation of a community growing area on CDCN's land at the Aald Skül including the provision of 5 Polycrubs (4 Polycrubs to rent out to community growers and 1 big Polycrub for community growing, storage, and other uses), an allotment area for outdoor growers, and a small community park with native and non-native trees. This project will start once CDCN receives final documentation from the Islands Programme and once a capital works bridging loan is in place.

In August, CDCN applied for funding for three new projects – two projects through the Shetland CLLD Grant Scheme, and one through SSEN. This included the following:

- 1. A feasibility study to identify opportunities for CDCN to develop a social enterprise for environmentally-friendly end-of-life services in Shetland. CDCN secured 53% of funding through the CLLD scheme for this project and is currently applying for match funding through other sources.*
- 2. A community development plan covering Nesting, Girlsta and Wadbister to identify community priorities in the area over the next 10 years. CDCN is still waiting to hear back from the CLLD scheme to see if funding has been secured for this project.*
- 3. A request for a portable generator through SSEN's Resilient Communities Fund which can be used to support the local community during emergencies, such as the power outages experienced in Nesting during December 2022. CDCN expects to hear the outcome of this application in October 2023.*

CDCN has also helped to secure funding for other projects and resources within the community. This included securing £1,000 for the Nesting Primary School for outdoor clothing (funding from Scottish Sea Farms), £3,000 for the South Nesting Public Hall

for repainting the interior of the hall (funding from Shetland Community Benefit Fund and the Community Council), and £4,184 for the South Nesting Public Hall for running the 'Warm Spaces Activities' and 'Peerie Daytrips Oot' (funding from the SIC's Winter Activities Fund). CDCN also helped to coordinate a total of 11 events as part of this Winter Activities project.

CDCN has continued the Nesting, Girlsta and Wadbister Foodbank, and recently received additional supplies from the Shetland Foodbank in Lerwick in preparation for the upcoming winter. CDCN would therefore like to thank Skellister Stores and the South Nesting Public Hall for providing and maintaining the Foodbank donation points in their respective premises.

Following CDCN's 'Invitation for Ideas' campaign in September 2022 to identify ideas to keep the Nesting Methodist Chapel in the community, CDCN held a drop-in session at the Chapel in May 2023 to present these ideas to the community. However, attendance at the event was low and no groups indicated a desire to bring any of these ideas forward. CDCN therefore requested more time from the Methodist Church to secure funding for a feasibility study on social housing, but after considering the request, the Church determined they could not delay the sale of the Chapel further given their need to secure funds for the work of the Methodist Church across Shetland. Therefore, the Chapel was put on the open market by the Methodist Church in August 2023.

CDCN is currently exploring options to increase energy efficiency for inside its Aald Skül buildings. An energy audit was undertaken by two CDCN directors (Ellis and Andrew) to identify potential energy saving measures. CDCN will also shortly consult with Business Energy Scotland to further assess such measures, and to better understand available funding to implement these measures.

To summarise other news from 2023:

- Since changing back to exclusive bookings, the Nesting gym is doing very well with an average of approximately 5 bookings daily through the summer 2023.*
- The Scrapstore is also doing very well, with new volunteers for opening days (Wednesdays and Sundays) as well as other days in the week.*
- CDCN hired a VAT expert in May 2023 to assess the recoverability of CDCN VAT from current project activities.*
- HIE extended the contract for CDCN's Development Officer role by one year, meaning this post will be fully funded until at least March 2025.*
- CDCN volunteer hours have so far totalled 898 hours for 2023 (about equivalent to employing someone for 23 hours/ week).*
- CDCN currently has 8 directors, 31 full members, 2 junior members and 8 associate members.*

Finally, CDCN would like to say a big thank you to everyone who has volunteered their time and efforts again this year."

It was now asked if there were any questions, of which there were none.

At this point, all directors stepped down.

Directors were proposed and seconded as follows:

- Ellis proposed **Milford as Chair**, Andrew seconded.
- Andrew proposed **Jennie as Vice Chair**, Milford seconded.
- Milford proposed **Ian as Treasurer**, Jennie seconded.
- Milford proposed **Ellis as a Director**, Andrew seconded.
- Jennie proposed **Dougie as a Director**, Ellis seconded.
- Ellis proposed **Andrew as a Director**, Jennie seconded.

Following Vic stepping down as Chair, Milford – as incoming Chair - thanked Vic for his significant contribution as a CDCN Director over the past few years, and noted that Vic intended to continue volunteering in the Scrapstore. He wished Vic the very best for the future. Milford also thanked members, directors, volunteers, and employees of CDCN for all their efforts so far in 2023.

The meeting finished at 8.10pm.

Signed:

Date:

Office: Chairperson

CDCN Grant Funding to Date

Project	Funders & amount	Total Funding
Aald Skül CAT + Renovation, etc. (Jul 2017 – Sep 2018)	Part 1. Property evaluation, feasibility study, business plan • Scottish Land Fund, stage one = £13,941	£13,941
	Part 2. D.O. wages, property purchase, legal fees, design team costs, planning permission, insurance • Scottish Land Fund, stage two = £47,109	£47,109
	Part 3. Utility bills, insurance, website, part DO wages, etc • LEADER = £15,858.66 • SIC Economic Development = £8,439.44	£24,298.10
	Part 4. Building works + gym equipment • LEADER = £105,688.56 • SIC Economic Development = £25,000 • SUEZ (£44,851 - £5,157.87) = £39,693.13 • The Robertson Trust = £20,000	£190,381.69
COVID-19 Small Business Support (May 2020)	• Scottish Government via SIC	£10,000
COVID-19 SCF (May 2020)	• Highlands and Islands Enterprise = £7,000	£7,000
EV charger (Feb 2022)	• Highlands and Islands Enterprise = £13,703	£13,703
Aald Skül Enterprise Project (Oct 2022)	• Islands Programme = £88,095 • Highlands and Islands Enterprise = £24,022	£112,117
Scrapstore Team Leader (Oct 2022)	• Coastal Communities Fund = £36,758.04 (partial funding)	£36,758.04
Development Officer Grant (April 2022 – March 2025)	• Highlands and Islands Enterprise = £115,154	£115,154
Growing Spaces Nesting (Aug 2023)	• Islands Programme = £75,201.81 • Highlands and Islands Enterprise = £22,394.78	£97,596.59
Funeral/ Burial Services Feasibility Study (Aug 2023 – present)	• Community Local Led Development (Shetland CLLD) = Up to £17,700 • (partial funding)	£17,700
Total		£685,758

CDCN Match Funding

CDCN match funding contributions	Aald Skül renovation Part 3. Utility bills, insurance, website, part DO wages, etc.	£2,343.18
	Aald Skül renovation Part 4. Building works + gym equipment	£15,837.56 + £5,157.87* = £20,995.43 (building works, etc.)
	Scrapstore Team Leader (Oct 2022)	£12,252.68
Total		£35,591.29

**£5,157.87 is a "3rd party contribution" paid by CDCN to SUEZ - an uncommon requirement*