

# COMMUNITY DEVELOPMENT COMPANY OF NESTING

## AGM MINUTES

**8.00pm Tuesday 7<sup>th</sup> December 2021**

**Venue: Teams**

**Present:** Sam Christey, Vic Thomas, Jennie and Andy Bradley, Vaila and Dougie Stevenson, Elaine Read, Ellis Keith, Andrew Foyle, Charles Gear, Mandy Sutherland, Alan Lindsay, Jade and Callum Nicolson, Karis and Adam Johnson

**Apologies:** Lynda Jozwik, Magnus Bradley and Riah Garnier

Sam (Chair) opened the AGM by welcoming everyone.

Dougie proposed the 2020 minutes, Jennie seconded them.

Sam continued proceedings with her Chair's report:

Subsequent to the last AGM CDCN business continued up to Christmas as normal, but sadly the Scrap-store had to be kept closed from Christmas until early February due to high levels of COVID in Shetland. However, there was some trading by appointment in January raising over £400, and this time-off from opening to the public allowed time to revamp the shop and get the displays better than ever. Upon reopening it immediately returned to healthy levels of custom.

Before Christmas Leeann Ramsay approached CDCN enquiring if we had space that we could rent to her to run a beauty salon in; CDCN agreed to rent her the smaller room in the Victorian building. Avyanna, Leeann's beauty salon, opened on the 28/02/21. It has traded steadily since then with many locals availing themselves of the treatments she offers. Today she has been joined by Molly Tolluch who is offering nail treatments. They are both independently self-employed, time-sharing the space.

In February CDCN decided to provide the community with park benches / picnic tables. It took a long time for these to be made and delivered, but they have now arrived—one park bench and one large picnic table—and are currently situated near the burning site, where they proved useful for the Guy Fawkes night. The picnic table will stay where it is, but the bench will go elsewhere—it is yet to be decided where.

On the 30<sup>th</sup> of March it was decided to extend Lynda's hours to cover Scrap-store management as well as administration. She now works 6 hours admin and 6 hours management per week.

On the 18<sup>th</sup> of May it was decided that the time had come to employ our own cleaner. After a recruitment process Andrew Pearson was employed and started work in late July.

In June the raised beds and the whole car park area was tidied up, with a great voluntary effort from several people, especially Alan Lindsay who re-plastered the raised beds.

Near the end of June the hard-standing near the burning site was extended to provide additional parking space.

In August and September much of the wooden building was painted. Once again there was a good voluntary effort with several people donating a lot of their time over many weeks. There is more to do, so this work will have to be continued next year.

In October a quantity of large rocks were donated to CDCN by Scott Johnson. These were used to armour the eroding stretch of coastline below the burning site.

In November CDCN was delighted to receive funding of £73,110 from HIE to support the role of Development Worker for two years. A recruitment process was initiated immediately—this is ongoing.

Also in November Leeann organised free sanitary products for woman to be available in CDCN toilets. These have come from a Scottish Government initiative.

So 2021 has been a successful year for CDCN, with many small projects undertaken and more local employment generated. As well as a new business, Avyanna, supported and CDCN's existing businesses grown.

There was no treasurer present as Cheryl stood down yesterday, so Ellis gave the following report:

Our accountants have not yet completed the year end accounts for 2020, but I can say the following: there was about £7000 (zero VAT) earned from the gym in 2021 so far (not including induction charges, which amount to about £1000), and about

£24000 (ex VAT) from the Scrap-store so far, although the VAT situation in the Scrap-store is complex, so that might be a thousand out. The gym income seems to be flat-lining, despite us continuing to induct people and relaxing our COVID related restrictions. The Scrap-store shows signs of growth, so there's hope for a bit more income from there next year.

As regards Avyanna, we've invoiced her for March through to October, and that amounts to £575.01 excluding the VAT (we've not yet invoiced her for November). I extrapolate that to approximately £863 per annum of profit for CDCN from that room. There's also the £200 from the canoe club and £200 from Frank (probably including VAT). I'm optimistic of realising over £2000 for space rental next year dependant on how Leeann and Molly get on.

It seems to me that CDCN has made about £33k in 2021 so far. But bear in mind our VAT situation is complex and we might be paying more VAT than I think and/or we ought to.

Ellis continued with his DO report:

The only grant support gained by CDCN in 2021 is the HIE grant mentioned above. It should be noted that The Shetland Charitable Trust has kindly extended the terms of CDCN's loan payback—we've paid them back £25,000 but have been allowed to retain £25,000 for one more year.

CDCN has 32 full members and 7 associate members.

Regarding employees, there's 3 Paid Staff: Ellis, currently on 7 hours per week; Lynda, 6 hours Admin and 6 hours Scrap-store Management per week; and Andrew Pearson, Cleaner, 4 hours per week.

Regarding volunteers: there's 9 regular and 4 occasional in the Scrap-store; there's 9 in the gym, with Alan doing the lion's share; and we have a couple of miscellaneous volunteers (like Charles) who help out at times with moving stuff, tidying-up and any current works.

For 2021 volunteer hours to date are 1782.5 hours—equivalent to someone working a 40 hour week, every week; a break down is:

- Scrapstore — 1556.5
- Gym — 75
- Misc — 151

It was now asked if there were any questions:

Jennie asked if there is any record kept of volunteers off-site, in meetings for example? Ellis replied that only on-site volunteering is recorded.

Ellis requested that CDCN allows Lynda Jozwik to get access to CDCN's bank account no. 00198906 online (she's already a signatory of the account). It was agreed that this should be done by the new directors—see below.

At this point all directors stepped down.

Directors were proposed and seconded as follows:

- Dougie proposed Sam continue as Chair, Jennie seconded
- Jennie proposed Ian Hunt as treasurer (Ian was not present, but is known to be amiable towards being treasurer), Vic seconded
- Dougie proposed Vic for Vice Chair, seconded by Jennie
- Vic proposed Jennie as a director, Dougie seconded
- Jennie proposes Dougie as a director, Elaine seconded
- Andrew proposes Elaine as a director, Jennie seconded

It was agreed that Lynda Jozwik should be allowed access to CDCN's bank account no. 00198906, as should Ian Hunt, CDCN's new Treasurer.

There was no further business so Sam thanked everyone for attending and closed the AGM.

Signed:

Date:

Office: Chairperson