
MINUTES**Public**

**Shetland Charitable Trust
Room 10, Islesburgh Community Centre, Lerwick
Thursday 13 November 2014 at 10.00am**

Present:

M Bell	A Duncan
R Henderson	C Hughson
I Kinniburgh	A Manson
S Morgan	I Napier
J Smith	J Wills

Apologies:

B Fullerton	B Hunter
K Massey	D Ratter
A Westlake	

In Attendance (Officers):

A Black, Chief Executive - SCT
E Mainland, Administration Manager – SCT
L Geddes, Committee Officer - SIC

Chair:

Dr Wills, Vice-Chair of the Trust, presided.

Circular:

The circular calling the meeting was held as read.

The Chair noted that the reason for Mr Ratter's absence was that he was visiting, at his own expense, some projects that Shetland Islands Council had funded following the 2004 tsunami.

Declarations of Interest

Agenda Items 6 & 7 - Loans to Local Industry: Sums Due But Unpaid Over One Month Old as at 30 September 2014/Agricultural Loan Scheme Update

Mr Henderson declared an interest in the above items and advised that he would take no part in the discussion.

Minutes

The minutes of the meeting held on 11 September 2014 were confirmed on the motion of Mr Henderson, seconded by Mr Morgan.

(Mr Duncan attended the meeting during the following discussion)

46/14 **Schedule of Meetings 2015**

The Trust considered a report by the Chief Executive (CT1411043) which sought approval as to the schedule of meetings for 2015.

It was noted that the reference to the May meeting should instead read "Thursday 28 May 2015".

On the motion of Mr Smith, seconded by Dr Napier, Trustees approved the recommendations in the report.

Decision:

The Trust adopted the diary of meetings as set out in the report, noting the correction to the May meeting.

47/14

Health and Safety Policy

The Trust considered a report by the Chief Executive (CT1411044) which sought approval and adoption of the updated Health and Safety Policy, procedures and guidelines.

On the motion of Mr Smith, seconded by Mr Morgan, Trustees approved the recommendation in the report.

Decision:

The Trust agreed to approve and adopt the Health and Safety Policy, Procedures and Guidelines.

48/14

Fund Managers Transactions

The Trust noted a report by the Chief Executive (CT1411045) which provided details of Fund Manager transactions to 30 September 2014.

Decision:

The Trust noted the contents of the report.

49/14

Recommended Disbursements – Approvals

The Trust noted a report by the Chief Executive (CT1411046) which presented the recommended disbursements approvals.

Decision:

The Trust noted the approvals listed in paragraphs 2.1 and 3.1 of the report.

50/14

Capital Works Bridging Loan Scheme

The Trust noted a report by the Chief Executive (CT1411047) which provided an update regarding the Capital Works Bridging Loan Scheme.

The Chair highlighted paragraph 4.1 of the report, pointing out that it had been agreed that whilst there was no investment return to the Trust being generated, the benefits of this Scheme to the community greatly outweighed this.

The Chief Executive added that any interest rate would put an additional burden on the organisations, and the Scheme was considered as making a charitable contribution to these organisations. In response to queries, she went on to confirm that she was confident that the loans in respect of Aithsvoe Marina and Shetland Skatepark Association would

be repaid. The Scheme was not displacing the banking or private sectors, as it was difficult for these organisations to get funding from these sectors.

Trustees commented that the Scheme brought considerable added value to the Shetland community, and that organisations were sometimes able to carry out additional works as a result.

Decision:

The Trust noted the contents of the report.

In order to prevent the disclosure of exempt information, Dr Wills moved, Mr Bell seconded, and the Trust resolved, in terms of the relevant Regulations, to exclude the public during consideration of the remaining items of business.

(The media left the meeting)

(Mr Duncan declared an interest in the following two items due to family connections, and left the room during the discussion of these items)

51/14 **Loans to Local Industry – Sums Due But Unpaid Over One Month Old as at 30 September 2014**

The Trust noted a report by the Chief Executive.

Decision:

The Trust noted the report.

52/14 **Loans to Local Industry – Agricultural Loan Scheme Update**

The Trust noted a report by the Chief Executive.

Decision:

The Trust noted the content of the report.

(Mr Duncan returned to the meeting)

53/14 **List of Deeds Executed**

The Trust noted a report by the Chief Executive.

Decision:

The Trust noted the contents of the report.

54/14 **Update on Shetland Arts Development Agency (SADA)**

The Chief Executive provided a verbal update to Trustees and responded to questions.

(Mr Kinniburgh declared an interest in the following item as a Director of SHEAP)

55/14 **Update from Subsidiary Companies**

The Chief Executive provided a verbal update to Trustees and responded to questions.

56/14 **Update from Chairs of Advisory Groups**

The Chief Executive provided a verbal update to Trustees.

Before consideration of the following item, the Chair pointed out that this would be the last Trust meeting for Mr Kinniburgh and on behalf of the Trust, he thanked him for his contribution to the Trust.

Trustees unanimously agreed.

(Mr Smith and Mrs Hughson left the meeting)

57/14 **Reappointment or Recruitment of Appointed Trustees**

A report was circulated to Trustees to consider the recommendations of the Selection Panel.

Dr Wills advised that he had been a member of the Selection Panel, and therefore would not remain in the Chair during consideration of this item. Trustees agreed to his suggestion that Mr Kinniburgh chair the meeting for this item.

Mr Kinniburgh assumed the Chair.

(Mr Duncan declared an interest and left the meeting during consideration of this item)

The Chief Executive summarised the main terms of the report and responded to questions from Trustees.

After some discussion and on the motion of Ms Manson, seconded by Mr Bell, Trustees agreed to approve recommendation 6.1(a) and 6.1(b) in the report.

After thanking the selection panel for their work, Mr Kinniburgh vacated the Chair, and Dr Wills assumed the Chair.

Decision:

The Trust accepted the recommendations of the Selection Panel and approved recommendation 6.1(a) and 6.1(b) in the report.

The meeting concluded at 11.10am.

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CHAIR