



# South Islay Development

## Annual General Meeting

Thursday 17<sup>th</sup> Feb 2022

Ramsay Hall

7 pm

### 1. Welcome and Apologies

Directors Present: John Findlay (Chair), Pat McGrann (Vice-Chair), Gordon Currie, Ian Faggetter, Jamie McFarlane.

Staff Present: Alyson MacGillivray, Rosie McLellan, Rose Reis.

Community Members Present: Jean Knowles, Rosie Haggerty, Libby Morris, Terry McCaffer, John Logan, Peter Hart.

Guest Present: Neil Reid from William Duncan Chartered Accountants.

Apologies: Jim Porteous, Diana Buller, Jackie Thomson, Neil Fitzpatrick, Natalie Armstrong, Lucy Sutherland.

The Chair welcomed those present and thanked them for attending, and as the meeting was quorate, it was declared open.

### 2. Endorsement of the minutes of 21<sup>st</sup> April 2021

The minutes were approved as an accurate record on a motion by Pat McGrann seconded by Rosie Haggerty.

### 3. Chairperson's Report

The Chair introduced Neil Reid to the meeting as the new accountant for SID/SITco accounts, who will be providing an overview of the financial year from 1<sup>st</sup> June 2020 to 31<sup>st</sup> May 2021.

The Chair reported the role of SID in coordinating the day-to-day response to the Covid-19 pandemic on Islay. As the accountable body SID supported the Islay Resilience Group – a collaboration of charities, volunteers, and community groups throughout until the winding up of the Covid Fund.

The SID's role in terms of community communication, financial management, distribution and administration of the Covid-19 funds was highlighted by the Chair. He thanked everyone involved for their tremendous effort and reported that the Covid-19 fund has a balance of around £4000, which would be distributed to the eligible organisations.

The Chair reported on the Port Ellen Playing Field (PEPF) acquisition, completed in March 2021, emphasising that the community can now claim ownership of the PEPF land. The RCGF

funding for the pavilion development was secured afterwards at around £746,000; however, many issues preventing the project from moving forward were encountered, including some opposition regarding the plans presented. The plans were then re-designed, taking into account local feelings.

Furthermore, the Chair reported the resignation of some members of the Board directors due to some of the issues surrounding the PEPF. He thanked and expressed his gratitude for their contributions to the charity. New directors soon complimented the Board.

The Chair reported that, unfortunately, the project manager Bonnie had resigned shortly after the ICF funding for the position of PEPF project manager was secured, following the resignation of the administration and finance officer Fiona Aitchison. Their roles were then filled by Rosie McLellan as PEPF project manager and Rose Reis as administration and finance officer.

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The Chair reported the repayment to the Harbour Association July 2021 regarding a loan given for the purchase of the filling station.

The Chair reported that the filling station (SITCo), a subsidiary SID charity company, had not generated as much profit due to the Covid-19 pandemic; however, the company successfully secured £10000 Covid-19 financial support for the loss of income. Also, SITCo had secured funding to upgrade the pumps to self-service and will be upgrading the shop.

The Chair thanked the staff of both SID and SITCO for their effort and hard work over the past year to meet the challenges presented by Covid-19 and the PEPF.

The Chair thanked the volunteers, especially Archie Shaw, for the maintenance of the PEPF.

The Chair offered his sincere thanks to the Board Members, who volunteer their time and expertise and work hard for the charity company.

The Chair added his personal thanks to everyone who has supported him in the role of Chair.

## 4. Development Manager's Report

The Development Manager, Alyson MacGillivray, presented an overview of SID activities for the year.

### Covid 19

An overview of the Covid-19 response in the wider Islay community by SID in collaboration with the Islay Resilience Group was provided, supported by visual representations displayed on the screen.

The following activities were delivered:

- Delivering food to vulnerable people and people in isolation
- Setting up welfare food boxes for people unable to access funds
- Creating hot meals services from hotels and restaurants across the island
- Phone buddy service for those who are vulnerable and in isolation

- Source and provide appropriate PPE
- Connect services and volunteers across the island to create an emergency/contingency plan for Islay
- Coordinating over 150 volunteers
- Administration transport cost, fuel and volunteer phone, broadband usage
- Coordinate shopping/prescription/befriending services
- Distribute Covid-19 grant to charity/organisations

Alyson MacGillivray (DM) thanked everyone involved in the project, especially the volunteers involved in delivering two hot meals a week to over 300 vulnerable and shielding individuals. Food was prepared by four restaurants/ hotels and delivered through a network of over 50 volunteers.

DM reported the recent intention to dissolve the group's activities since their purpose is no longer valid due to the lifting of the Covid-19 restrictions.

### Filling Station

An overview of the filling station activities was provided, highlighting the challenges faced by the Covid-19 pandemic, which caused the opening hours to be reduced. DM thanked and congratulated the hard work of all employees on the challenge of keeping the filling station open during the hours they could while still generating income to pay wages.

DM also congratulated Lizzy Fitzpatrick, the supervisor of the filling station, for taking the initiative to sell sweets in the shop. The decision has proven successful in attracting more customers.

Regarding the motorhome services, which had been closed during the full lockdown, DM updated that it is now back up and running, aiming to attract new guests; however, with the funding awarded to develop a website for SID and SITco from HIE, she is confident that with the new online booking system this service will gain an exponential rise.

### Sonas Project

DM provided an overview of the ongoing Sonas Childcare project, in which SID, in collaboration with Sona's committee, seeks to provide a childcare facility for children under the age of three on Islay.

Initially, they intended to purchase the Port Ellen schoolhouse, but that was not feasible due to the lack of parking and drop-off space requirement for a childcare facility.

Currently, the Ramsay Hall is being assessed as a potential location for Sona's childcare facility.

DM is working with EMP architects on principal plans for the Ramsay Hall to maintain the hall, upgrade facilities, looking at potential changing rooms and childcare facilities at the back of the Ramsay Hall. Further work is needed before it is made available for public consultation.

DM concluded the presentation by displaying and explaining the new organisation structure, which can be found in the appendices. PM noted that a new position for the Kickstart

programme had been advertised, and SID is hoping for some applicants. The position is open to any young person aged 16 to 25, who is on universal credit and is interested in working outdoors, gardening, and maintenance of the PEPF and the south Islay community. The position is for six months and will include training and support.

To finalise, some highlights of the year were displayed on the screen.

### PEPF

The PEPF project manager, Rosie McLellan (PM), proceeded with the presentation, supported by a visual demonstration.

PM highlighted the purchase of PEPF as a significant step forward for the PEPF project, particularly in terms of potential funding.

The design stages of the new building were displayed, and the changes were explained along with their rationale. The new updated design was then shown in which all feedback, public consultation and ongoing council deliberations were adequately considered. Although some minor changes are still required, PM reported that the updated design is nearly complete.

Phases of the PEPF project:

- Bruach Design team was appointed to take the project forward and to submit planning and building warrant documents.
- The planning application has been submitted to Argyll and Bute Council.

PM reported that she was hoping for a decision on the planning application before the AGM meeting, but unfortunately, it has been postponed to next week.

The next step for the PEPF is to appoint a construction team.

## 5. Endorsement of Annual Accounts

Neil Reid was introduced to the meeting by the Chair. He thanked everyone present.

He started his report by explaining why a consolidated account regarding Sid charity and the trading company SITco was required and the legislation involved.

The auditor referred the members to the summary of accounts for the period to 31<sup>st</sup> May 2021, which had been circulated before the meeting and highlighted some specific details which served to confirm the continued strong overall financial position of the South Islay Development.

The auditor noted that the accounts provided excellent results during a challenging year and congratulated the staff and Board for their prudent financial control and transparency. As an external auditor, he confirmed that SID/SITco had received an unqualified audit report and noted that he was satisfied that the accounts gave an accurate and fair view of the finances, with no matters of concern.

The Chair invited questions on the account and the reports of the charity's activity. There were no questions.

The SID annual report and financial statements were approved on the motion of Pat McGrann, seconded by Rosie Haggerty.

The SITco annual report and financial statements were approved on the motion of Ian Faggetter, seconded by Jean Knowles.

The Chair thanked the auditor and his team for their hard work.

## 6. Election of directors

The Chair listed the Board of Directors members:

- John Findlay
- Pat McGrann
- Gordon Currie
- Ian Faggetter
- Jamie McFarlane
- Jackie Thomson
- Diana Buller
- Jim Porteous
- Dionne Johnston
- Jordan Paisley
- Grant Addison
- Alex Gillespie

Nomination received – Rosie Gordon

The nomination of Rosie Gordon was approved on the motion of Pat McGrann, seconded by Jamie McFarlane.

The following officers were proposed:

Chair – John Findlay	Proposed by Gordon Currie, seconded by Jean Knowles
Vice-Chair – Pat McGrann	Proposed by Jean Knowles, seconded by Rosie Haggerty
Company Secretary – Alyson MacGillivray	Proposed by Gordon Currie seconded by Jamie McFarlane.

## 7. Questions

The following question was received from Jean Knowles:

"Is there enough parking space at Port Ellen School, or was it the main reason the Sonas project was rejected by the Council?"

Jean Knowles went out to express her personal opinion on the matter. She questions that because it already existed, efforts towards improving the parking space are not being taken by the Council, which has resulted in viable initiatives such as Sonas childcare being rejected

due to traffic congestion in the area. Is there a case in which the Council should be looking at this facility? Is the Port Ellen primary school access up to standard?

DM explained that it was a point raised whether the Sonas Childcare plans had been refused because the provision for "drop off" parking at the school was already inadequate. She noted that there is a massive problem that the Council will have to address.

## 8. AOCB

Before he was to close the meeting, the Chair asked if there was any other business. There was none.

## 9. Close of meeting

The Chair expresses his sincere gratitude to Alyson MacGillivray (DM), Rosie MacLellan (PM), and Rose Reis (AFO) on behalf of the Board of Directors and the community for their outstanding work during a challenging period. He added that hopefully, a positive outcome would come from the planning permission next week. He also announced that funding for the staff had been secured for an additional two years.

The Chair thanked members, guests and staff for joining the meeting and for their contributions. He closed the formal meeting at 8.30 pm.

## Appendices

### AGM slides:

SOUTH ISLAY DEVELOPMENT

## ANNUAL GENERAL MEETING

Year ending 1st June 2020 - 31st May 2021

17th February 2022

The Ramsay Hall

### A massive Thank You to ALL our Volunteers!

#### ISLAY RESILIENCE SUPPORT

**AROUND 150 VOLUNTEERS DELIVERING SHOPPING ISLAND WIDE**

**PICKING UP AND DELIVERING PRESCRIPTIONS TO ISOLATING HOUSEHOLDS ISLAND WIDE**

**THE SID STAFF WORKED WITH LOCAL PARTNERS TO ADMINISTER THE COVID-19 FUNDS INTO THE COMMUNITY RESPONSE**

**DELIVERING HOT MEALS TO AROUND 300 PEOPLE ISLAND WIDE**

**WORKING TOGETHER WITH LOCAL COUNTRIES, TOWNERS & ARTIST AND BOTE COUNCIL FOR AN ISLAND WIDE RESPONSE**

#### ISLAY COVID-19 FUND SMALL GRANTS FOR LOCAL GROUPS & ORGANISATIONS

**WERE YOU A GROUP LOOKING TO SUPPORT A PROJECT OR PERSON WITH A PROJECT AFFECTED BY COVID-19?**

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## ISLAY COVID-19 RESILIENCE RESPONSE

#### SUMMARY OF DELIVERY:

- As part of Islay's Covid response SID secured and managed over £200k in Covid grant funding to support the community of Islay.
- SID's staff, working with the Islay Resilience Group, co-ordinated hot meals across the island, establish a volunteer network and secure PPE for key organisations.
- The Islay Resilience Group worked together to meet the needs of all ages in the community.
- SID and local partners fed into the wider Argyll and National Resilience Response.
- SID also managed a programme of grant funding to local groups and organisations. The Covid-19 Fund, which has so far granted £38,000 to support a cross section of organisations through the pandemic.
- This fund has been described as a great example of community groups working together to ensure the resilience funding from the Scottish Government got to the right groups.
- Increased communication between the funders, businesses and charities working on the ground.

As we progress through 2022, SID will continue to work closely with its partners and grow in strength the collaboration and hard work that has allowed us all to survive through this unprecedented years.

## Port Ellen Filling Station - Community Owned -

<h4 style="text-align: center;">THE SHOP</h4> <p>Over the past year the staff have worked really hard to enhance the products and confectionary within the shop. This has encouraged a higher footfall and increased the sales fuel as well as confectionary.</p>	<h4 style="text-align: center;">MOTORHOME SERVICES</h4> <p>When lockdown eased and people were able to move around, there was an increase of camper vans on site. Over the past year we have developed an online booking system. This will enable customers to book in with opening hours.</p>
<h4 style="text-align: center;">COVID-19 IMPACT</h4> <p>As with most businesses we had decreased sales during the lockdown period although when restrictions eased this increased. The staff's dedication to their work was impeccable and we cannot thank them enough for all their hard work during this unpredictable time.</p>	<h4 style="text-align: center;">THE FUTURE . . . . .</h4> <p>SID has secured funding to upgrade the fuel pumps from attendant service to self service. We are aiming to have this started with minimal disruption this year.</p>

Scottish Land Fund, Highlands & Islands Enterprise (HIE) and Development Trusts Association Scotland (DTAS) provided support, guidance and funding throughout the year, resulting in the Playing Fields officially passing back into community ownership in March 2021. This was a huge step forward for the project.

## COMMUNITY OWNERSHIP

### PORT ELLEN PLAYING FIELDS

#### KEY PROJECT SUMMARY

New Project Manager for Port Ellen Playing Fields Project

SID secured funding from The Scottish Government - Investing in Communities Fund enabling the employment of a Project Manager for the Port Ellen playing Fields Project. Bonnie Wood joined the team in Feb 2020 to fill this post.

Design Progress is moving forward!

The SID Board, and staff, alongside the wider design team continued to work towards a more detailed design. This incorporated feedback received through the consultation process, both at consultation events and from discussions with Argyll & Bute Council.

### PORT ELLEN PLAYING FIELDS

Port Ellen Playing Fields

#### PROJECT FUNDING

RCGF: A successful application was made to the Regeneration Capital Grant Fund Round 8. Funding of £748,223 was secured - a great success for the Port Ellen Playing Fields project, and a boost for SID's funding search! The pictures above show the plans which were within the submitted application.

PORT ELLEN PLAYING FIELDS

#### The New Pavilion Building

Port Ellen Playing Fields

## LOOKING FORWARD .....

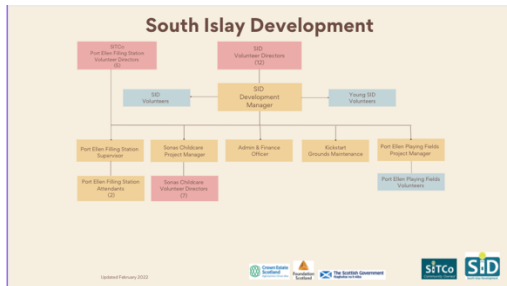
#### Project Key Aims:

- Secure match funding to allow the project to go ahead.
- Procure a design team to take the project forward into the Technical Design stages.
- Submit Planning Permission and Building Warrant documents to Argyll & Bute Council.
- Appoint a construction team to begin construction work on site, with a start date estimated in the second quarter of 2022.

#### MARCH 2021 ONWARDS

### SOME HIGHLIGHTS OF OUR YEAR

APR 2020	MAY 2020	DEC 2020	FEB 2021
New Project Manager starts to develop The Playing Fields Project with the community	Islay Covid-19 Fund Opens to support local groups on Islay during Covid-19 lockdown	SID's '2nd' Giant Advent Calendar brightens up the village with Christmas themed windows	SID's RCGF application is announced as successful to build Port Ellen's 'NEW' Pavilion



## CONTACT INFORMATION

**MAILING ADDRESS**  
The Ramsay Hall, Port Ellen, Islay, PA42 7BY

**EMAIL ADDRESSES**  
Alyson - southislaydevelopment@gmail.com  
Rosie - portellenplayingfields@gmail.com  
Rose - southislayassistant@gmail.com  
Lucy - sonaschildcarepm@gmail.com

**PHONE NUMBER**  
01496 300 579

South Islay Development is a registered charity (SC042384) and company limited by guarantee (SC400320).  
Registered address: Ramsay Hall, Port Ellen, Isle of Islay, PA42 7BY.