

# Minute of the Meeting of Flotta Community Council held in the Flotta Community Centre and via Teams on Tuesday, 30 May 2023 at 15:45

## Present:

Mr Nigel Cheeseman, Mrs Isobel Smith, Mrs Phyllis Gee, Ms Janet Ward, Mr Carl Mullins and Mrs Rose Biddle.

## In Attendance:

- Ms H Green, Corporate Director, Neighbourhood Services and Infrastructure.
- Councillor L Hall.
- Councillor G Bevan.
- Mrs J McGrath, Community Council Liaison Officer/Interim Clerk.
- Miss I Gaudie, Community Council Liaison Assistant/Interim Clerk.
- 8 members of the public.

## Order of Business

1. Apologies.....	2
2. Adoption of Minute.....	2
3. Matters Arising.....	2
4. Correspondence .....	5
5. Consultations .....	6
6. Financial Statements .....	7
7. Financial Requests .....	8
8. Publications .....	8
9. Reports from Representatives – Transport and Planning .....	8
10. Any Other Competent Business.....	9
11. Dates of Future Meetings .....	10

## **1. Apologies**

Resolved to note that apologies had been received from Ms J Smith and Councillor J Stockan.

## **2. Adoption of Minute**

The minute of the meeting held on 21 March 2023 was approved, being proposed by Mr C Mullins and seconded by Mrs J Ward.

## **3. Matters Arising**

### **A. Community Transport**

The members heard that the Community Transport Subcommittee had held 2 meetings, which discussed which types of transport were required for the island, what schemes are available and the production of a questionnaire.

The first meeting identified that some types of transport require higher levels of training and transport sector compliance, which would add to costs considerably.

A questionnaire had been produced at the second meeting, but due to local group, Fresh Flotta, having recently circulated their own questionnaire, it was felt that a second survey would not get an adequate response. The survey results from Fresh Flotta were kindly shared with the subcommittee and identified a definite need to provide transport and that it needs to be suitable for wheelchair users.

After discussion by the subcommittee, it was:

Resolved:

1. To look to acquire a vehicle built to carry no more than 8 passengers and that could accommodate at a minimum, a driver, a wheelchair and at least one further passenger and operate this as a taxi service (the isles being exempt from more stringent requirements of taxis on the mainland).
2. That further meetings would be required to research suitable vehicles, the costs of purchase and conversion, the predicted running costs of the service and the availability of drivers.

### **B. COMAH Plan**

Members discussed what plans would be in place in the event of an emergency at Flotta Oil Terminal. The Corporate Director, Neighbourhood Services and Infrastructure, advised that Orkney Local Emergency Co-ordination Group (OLECG) and the Safety and Resilience Team had a plan in place, but further discussion is required to determine the best method of evacuating individuals off the island.

Members were further advised that three members of the Safety and Resilience Team had vacated their posts in recent months and once the Safety and Resilience Officer post has been appointed to, they would meet with locals, the community council and terminal staff to discuss the issue of the COMAH plan.

The Chair advised that cards had been issued to locals in the past but that they were now, most likely, out of date. The Corporate Director, Neighbourhood Services and Infrastructure, agreed that the council had a shared responsibility to update the cards and would check on this and update the community council accordingly, and it was:

Resolved:

1. That the Corporate Director, Neighbourhood Services and Infrastructure, would investigate the possibility of new cards being issued.
2. That further discussion was required for determining methods of evacuation.

### **C. Community Asset Transfer – Area of Land**

Members heard from Mr C Mullins, on behalf of the Flotta Men's Shed, that the triangle of land recently purchased by the community council would require a change of use application before they could situate their proposed polycrub upon it. He stated that the triangle of land was outside of the community boundary and because of this, acquiring funding was made more difficult. He asked if the community council could look to having the land included within the boundary?

He went on to advise that the Men's Shed had selected an alternative location for their polycrub - the putting green beside the golf shed. However, this piece of land was leased and would require the permission of the leaseholder before any changes could be made to it. To avoid costly planning fees, the Men's Shed had decided to instate two 7x4 metres polycrubs, instead of one larger 12x4 metres polycrub. Planning permission and change of use would be applied for at the same time. Following discussion, it was:

Resolved that further information was required before any action can be taken.

Councillor G Bevan arrived during discussion of this item.

### **D. 13 and 14 Burnside**

Members discussed the need for fire extinguishers to be placed in 13 and 14 Burnside. Mrs R Biddle had been provided with the costs of two dry powder extinguishers, by Robertson Fire Safety, £24.00 plus VAT of £4.84 for each. She asked if this would be Community Council Grant Scheme eligible. The Chair stated this would need further consideration, as the costs of having these checked annually could amount to an unnecessary expense. Mr C Mullins stated that Highland Industrial Supplies Ltd stock extinguishers which were Health and Safety compliant and would be less costly.

It was also reported that the mattress for 14 Burnside had not yet been delivered but Rendall's Furnishing Ltd expected to have it done by the end of the week. Members also discussed the new rates for the properties and clarified the following:

- The new rates include the electricity charges.
- The weekly rates are for the property as a whole.

- The rate for islanders, or their friends and family, will be £20 per night, per person, if booking for up to 3 nights. However, during July and August, the rate shall be £30.
- Less than 24 hours cancellation will result in the cost of the accommodation being invoiced to the customer.
- Pro-rata on weekly rates and additional days over 4 weeks.
- The whole property can only be occupied by one customer/group at a time, as the community council do not have the necessary planning to run it as a hostel.

Members queried when the last fire inspection records were completed and whether further PAT testing was required, as only some items have been PAT tested in the properties. The licencing fee information has not yet been made available to Democratic Services and therefore they could not update members. The Corporate Director, Neighbourhood Services and Infrastructure, advised that inspections were carried out on a discretionary basis and the licence may not require one. Mick Harcus ensures that all properties had integrated fire alarms for council properties, so it would be beneficial to contact him for advice.

Mrs I Smith had requested occupancy figures for the properties, for the period of January to March. Mrs P Gee advised she could provide a paper copy.

Members had spoken with the Senior Duty Officer, Education, Housing and Leisure, to see if it was possible to advertise 13 and 14 Burnside on the council website, along with Rackwick Hostel and Birsay Hostel. Members had been advised that this was not possible, as 13 and 14 Burnside were not council owned and having them listed on the website would create confusion. She advised members to set up their own website instead. Following discussion, it was:

Resolved to note the information provided and discussed and that the subcommittee would review the housekeeping charge in future.

## **E. New Notice Board**

Resolved to note that no update was available.

## **F. Burnside Housing Square/Car Park**

Members discussed the lack of parking available to residents of Burnside and the possible use of the square. Mr C Mullins stated that it had been suggested that residents approach the Housing Department directly with their concerns, rather than go through the community council, and it was:

Resolved to note that the Burnside Residents Group would be having a meeting on 4 June 2023 to raise their views.

## **G. Dog Bins**

The members heard that there were currently 3 dog waste bins. One was to remain at the park, one would be relocated to Stanger Head and one put at Kirk Bay. A new dog waste bin had been ordered but there was no estimated time for its arrival, and it was:

Resolved to note the contents of the information provided.

## **H. Tarmac at Gibraltar Pier**

Members heard that the tarmacking has been completed, but members queried if the area beside the recycling bin was on the programme to be tarmacked also. Members stated that a large pothole has been filled with type 1 and left. The Corporate Director, Neighbourhood Services and Infrastructure, stated that she would check but advised members that it would be highly unlikely that a permanent repair would be carried out soon, as the roads team did not have the capacity at present. Mrs R Biddle asked if there would be white lines instated, and it was:

Resolved that the Interim Clerk would check with relevant officers if the aforementioned area was to be tarmacked and if white lines are to be instated.

## **I. Pier End Container**

Mrs R Biddle informed members that she had viewed the container and that although it had elements of corrosion and damage, it still remained in fairly solid condition. She also stated that an old cigarette machine had been left inside the container but did not know who had ownership of it. The Chair suggested that as it was so old, it had probably already been written off. He asked if the Flotta Men's Shed would be interested in working on the container, along with the community council, and it was:

Resolved that Mr C Mullins would raise the community council's request at the next meeting of the Flotta Men's Shed.

## **4. Correspondence**

### **A. Orkney Islands Marine Region – Finfish Farming Spatial Guidance**

Resolved to note the information provided.

### **B. Flotta Men's Shed and Gardener's Association (Continued)**

Mr C Mullins informed members that in order to instate the polycrub on the proposed site, the fencing may have to be taken down but that it would be reinstated after the works have been completed. He raised the following points:

- Would the community council support the project?
- Would the community council be prepared to act as the applicant for the planning application, so enable a 50% reduction in fees?
- Would the community council be prepared to split the cost of the planning application fee?
- May require a change of use from putting green.
- Planning Application must be submitted by 8 June 2023.
- Could the Flotta Men's Shed be provided with a copy of the community council minute, to assist with their planning application?

The Community Council Liaison Officer reminded Mr C Mullins that he would need to declare an interest in this item.

Mr C Mullins proposed the item, and this was seconded by Mrs R Biddle, and it was:

Resolved that the Interim Clerk would provide the Flotta Men's Shed with a written document detailing the particulars discussed.

### **C. Annual Grants 2023/2024**

The members asked for clarification of what the annual grant consisted of and what the capping limits constituted. The Community Council Liaison Officer provided a breakdown of the community council grant scheme statement and letter.

Resolved to note the information provided.

### **D. White Ribbon Orkney Steering Group**

Councillor L Hall explained the purpose of the White Ribbon Steering Group and informed members that Matthew Webb, of White Ribbon Steering Group, could provide members with a 20-minute presentation, if desired. Councillor L Hall stated any queries could be passed to himself, and it was:

Resolved to note the information provided.

### **E. West of Orkney Windfarm**

Resolved to note the contents of the information provided.

### **F. Land Ownership Query**

The members heard that the Roads Support Officer, Neighbourhood Services and Infrastructure, had a query regarding ownership of some land, to enable his team to gain permission for access, so that ditching works could be undertaken. Mrs I Smith clarified who the owner was, and it was:

Resolved that the Interim clerk would feedback this information to the Roads Support Officer.

## **5. Consultations**

### **A. Winter Service Plan**

After discussion, members confirmed that there were only 3 official grit bins belonging to Orkney Islands Council on the island. However, there were other grit bins instated which did not belong to Orkney Islands Council. The Corporate Director, Neighbourhood Services and Infrastructure, advised that if the community requires further grit bins, these can be requested from Orkney Islands Council.

Mrs R Biddle raised concerns that there were only a few people willing to go out and spread the grit. Mrs Biddle proposed the acquisition of a hand operated, wheeled gritter, which could be stationed beside one of the existing grit bins. Mr Mullins seconded the proposal, and it was:

Resolved to note the information provided and that Mr C Mullins would obtain quotes for a wheeled gritter and forward these to Democratic Services, so that a purchase order could be raised.

## **B. OIC (Variable 20mph Speed Limit) (Island Schools) Order 2023**

The Corporate Director, Neighbourhood Services and Infrastructure, advised members that an objection had been raised elsewhere regarding the speed limit signs and that this may delay implementation. The issue was to be taken to an Orkney Islands Council committee at a special meeting for decision, and it was:

Resolved to note the information provided.

## **C. Boundaries Scotland – Provisional Proposals for Constituencies**

Resolved to note the contents of the information provided.

## **D. Change to Sunday Sailing Times**

Members heard that Orkney Ferries were proposing a timetable change to the Sunday sailing between Flotta and Lyness and wanted to consult the affected communities. This was to allow passengers to have more time on the island of Hoy and made it more attractive to tourists visiting the islands. Councillor L Hall advised that the timetable for the bus travelling from Kirkwall to Houton would also need to be amended, and it was:

Resolved that the community council was happy for the timetable change to be instated.

# **6. Financial Statements**

## **A. General Finance**

After consideration of the General Finance statement as at 19 May 2023, copies of which had previously been circulated, it was:

Resolved to note that the estimated balance was £49,870.59.

## **B. Wind Power Fund**

After consideration of the Wind Power Fund statement as at 19 May 2023, copies of which had previously been circulated, it was:

Resolved to note that the estimated balance was £4,775.77.

## **C. Burnside Account**

After consideration of the Burnside Account statement as at 19 May 2023, copies of which had previously been circulated, it was:

Resolved to note that the estimated balance was £7,025.97.

## **D. Community Council Grant Scheme**

After consideration of the Community Council Grant Scheme statement as at 19 May 2023, copies of which had previously been circulated, it was:

Resolved:

1. To note the OIC Main Capping Limit had £877.74 remaining.
2. To note the Additional Capping Limit was £743.00.
3. To note the OIC Island Capping Limit had £719.00 remaining.

## **E. Community Development Fund**

After consideration of the Community Development Fund statement as at 19 May 2023, copies of which had previously been circulated, it was:

Resolved to note that the sum of £5,980.51 remained available for allocation.

## **F. Seed Corn Fund**

After consideration of the Community Development Fund statement as at 19 May 2023, copies of which had previously been circulated, it was:

Resolved to note that the sum of £3,161.00 remained available for allocation.

## **7. Financial Requests**

Resolved to note that there were no financial requests to be considered.

## **8. Publications**

Resolved to note that there were no publications to be considered.

## **9. Reports from Representatives**

### **A. Transport**

Resolved to note that there were no transport items to report.

### **B. Planning**

Resolved to note that there were no planning items to report.

### **C. Health and Care Representative**

Members heard that the Chair had attended the most recent meeting of the joint health and care group and due to the feedback they had received from various island communities, NHS had taken the decision to review their proposals.

The Interim Clerk advised that there was still a need for a Health and Care Representative, and also a representative at the meetings regarding the appointment of an Advanced Nurse Practitioner. The Health and Care Representative would

normally be the Chair of the community council, but the Interim Clerk advised other members could attend if the Chair was not available. Following discussion, it was:

Resolved that Mrs R Biddle would attend to the Advanced Nurse Practitioner meetings.

## **10. Any Other Competent Business**

### **A. Grass Cutting for Putting Green and Play Park**

The members heard that the playpark and putting green are currently cut by an individual on a voluntary basis. Mrs R Biddle advised that a member of the public is interested in doing the work but may require payment. The community council were in possession of a lawnmower, and strimmer, and anyone willing to carry out the work would be welcome to use this equipment.

Members felt that it was unfair for a volunteer to bear the costs of cutting the areas and queried if it was something that could be done through the council. The Corporate Director, Neighbourhood Services and Infrastructure, advised that if members were to go through Orkney Islands Council, they would have to comply to its procedures, policy and insurance measures.

Mr C Mullins stated the members would have to give consideration to how often the cuts are required and the duration that it takes. After discussion, it was:

Resolved:

1. That the grass cutting would be put out to tender, and that the tenderer would have access to the community council's own equipment.
2. That Democratic Services would provide the community council with the relevant paperwork for the tendering process.
3. That the community council would consider paying Mrs I Smith for the grass cutting at Burnside separately, as she currently does this voluntarily.

### **B. Community Council Clerk**

The members queried why the community council clerk position had not yet been filled. The Interim Clerk advised members that due to current constraints, it was not an appropriate time to appoint a new clerk, and it was:

Resolved to note the update.

### **C. Island Handyperson**

Mrs R Biddle had proposed the idea of an Island Handyperson to carry out maintenance within the Flotta community. Members felt that this required further consideration, because if the maintenance is only going to be carried out on an ad hoc basis, then how do they suitably reimburse the individual for their time.

It was resolved to discuss the Island Handyperson at a future meeting.

## **D. Photographic Competition**

Members discussed the photo that currently appears in the Orkney Islander Magazine and felt this does not reflect Flotta in a positive manner. Members suggested that a photographic competition be held locally for a new photo, to replace the existing one in the magazine. If there were enough entries, they may also consider creating a wildlife calendar with the images. Ken Amer has agreed to judge the competition, provided images supplied to him are anonymous.

In previous editions of the magazine, the island of Flotta had 3 pages of information dedicated to it, whereas this is now only half a page. Considering this, the members decided that there should be a second and third prize for the photographic competition, so that there was greater likelihood of achieving more editorial space for Flotta in future editions of Orkney Islander Magazine. The deadline for a new photo submission for Orkney Islander is 30 September 2023. Following discussion, it was:

Resolved:

1. To run a photographic competition.
2. That the prizes for the photographic competition would be £100 for first place, £50 for second place and £25 for third place and these prizes would be paid from the general fund.
3. That a member of the community council would create a poster to advertise the competition.
4. That the community council members would contact The Orcadian and ask that the current photo is not used in future editions of the magazine.

## **11. Dates of Future Meetings**

Following consideration of meeting dates, it was:

Resolved that the next meetings of Flotta Community Council would be held on Tuesdays 8 August and 3 October 2023.

## **12. Conclusion of Meeting**

There being no further business, the Chair declared the meeting closed at 18:10.