

# **Minute of the Meeting of Westray Community Council held in the Community Room, Westray School on Monday, 13 November 2023 at 19:30**

## **Present:**

Mrs Elizabeth Drever, Mr Adam Baird, Mr Daniel Marcus, Mrs Janice Kirkness, Mr Louis Pottinger (via Teams) and Mrs Rozalind Rendall.

## **In Attendance:**

- Councillor Mellissa Thomson (via Teams).
- Councillor Heather Woodbridge (via Teams).
- Mrs Jenny McGrath, Community Council Liaison Officer/Interim Clerk.

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## **1. Apologies**

Resolved to note that apologies for absence had been intimated by Mrs Ann Rendall and Councillor Stephen Clackson.

## **2. Adoption of Minutes**

The minute of the meeting of Westray Community Council held on 4 September 2023 was adopted, being proposed by Mr Danny Harcus and seconded by Mr Adam Baird.

## **3. Matters Arising**

### **A. Recycling/One-Off Plastic Collection**

The Community Council Liaison Officer provided a report from the Team Manager, Environmental Services Policy, which advised that they had received very limited feedback from the community regarding changes to the existing system for the collection of recyclates and were still in the process of reviewing options for changing the recycling collection. They acknowledged that this process was taking longer than initially anticipated but there were a number of resource issues to be considered which had proved more challenging than expected. The relevant officers hoped to have a decision made by the end of November and would be back in touch with the community council with further details. It was suggested that hardstanding should be put down underneath any bins as the surface at the quarry was a mess, and it was:

Resolved to note the discussion and the information provided.

### **B. Village Path**

The Community Council Liaison Officer advised that the School Travel Plan Review Group would be meeting on 22 November to discuss next stages, and that they would be looking to apply for funding towards the design element of the project and to get a full costing done. This would provide them with a better ask figure for going forward with funding applications and would give time for ownership of all areas to be ascertained/permissions sought. Following further discussion, it was:

Resolved to note the information provided.

### **C. Christmas Tree at Kalisgarth**

Members advised that the old tree had been put in a container at Kalisgarth meantime and that the new tree should be delivered shortly, and it was:

Resolved to note the information provided and that a date would be organised for putting up the tree when it arrived.

### **D. Street Lighting – Northend to Hofn**

The Community Council Liaison Officer reported that she had spoken to relevant officers, and although there was no short-term solution, it was confirmed that funding could be sought from the Cycling, Walking and Safer Routes fund for improved lighting at this location. Members again pressed the fact that this was an industrial

area, close to the road, and really unsafe at night if not properly lit. They also discussed supporting correspondence from a local resident, copies of which had previously been circulated, outlining the problems arising from this area being so poorly lit, and asking that this issue again be raised with OIC and Ward Councillors.

It was suggested that the community council liaise with other local groups and arrange for a floodlight to be put on the end of the Hofn, as had been done previously by the Trust, and to ask if the Council would put a light on the end of the DLO building. It was agreed that three lights would be required, and it was:

Resolved:

1. That the Community Council Liaison Officer would ask relevant officers if they would be willing to assist with lighting if the community council organised and funded elements of the project themselves.
2. That Mr Adam Baird would speak to Westray Development Trust about lighting in this area.

## **E. Roads Issues/Broughton Road**

It was noted that the Broughton Road issues had been covered at the previous meeting. Members were passed a copy of a response from the Roads Inspector following his visit to the island, which addressed all the points that members had made him aware of prior to his visit. Members agreed that they very much appreciated receiving this detailed response and reasoning for why some work had been carried out and some not. They asked that thanks be passed on to the officer involved, and it was:

Resolved:

1. To note the report provided and monitor proposed works.
2. That thanks should be passed on to the Roads Inspector.
3. To note that future roads issues should either be reported via OIC customer services, MyOrkney or to Democratic Services, as soon as possible.

## **F. Community Room**

No response had been provided by Orkney Islands Council and members queried who was responsible for the maintenance of this room – the Council or the Community Association. Councillors Mellissa Thomson and Heather Woodbridge suggested speaking to officers within Community Learning and Development at the Council regarding this.

The Interim Clerk then read out correspondence from Westray Community Association, asking for assistance with the cost of some refurbishments within the school, including the community room, and it was:

Resolved:

1. To award 50% of funding, up to a maximum of £1,000, towards the cost of any improvements planned at the school by Westray Community Association.
2. That the Interim Clerk ask again, via the business letter, who is responsible for the community room.

## **G. Christmas Tree Lighting**

The Chair went through the list of plans for the tree lighting ceremony, including kitchen staff and keyholder information for the weekend. The Salvation Army were booked to travel out to Westray to play at the event, and catering arrangements were in place. The community had gathered lots of toys to pass over to the Salvation Army, which would be presented on the Saturday evening. Following further discussion, it was:

Resolved:

1. To note the information provided.
2. That the Chair would circulate the information to all members so that everyone was aware of the arrangements.

## **H. Roads White Lining**

The Community Council Liaison Officer advised that Roads had re-lined all the areas that had been resurfaced, and that they were considering how best to rectify the lining that was not straight, and it was:

Resolved to note the information provided and to remove this item from the agenda.

## **I. Sunday Excursions 2024**

Resolved to note that there was no update on this item, but more information would be requested on what the planned excursions were for next summer.

## **J. Pierowall Kirkyard**

The Community Council Liaison Officer read an update from the Burial Grounds Officer, advising that he was currently in dialogue with the landowner about purchasing some land directly next to the existing kirkyard, and although there were various processes that needed to be carried out within the Council before a formal offer could be made, the landowner had expressed interest in selling. The operative had also been contacted to confirm suitability of the land for 6' depth burials. Mr Louis Pottinger confirmed that the Burial Grounds Officer had also spoken to him regarding the above, and it was:

Resolved to note the update, and that members were glad that this was progressing.

## **K. Orkney.com**

The Chair advised that she had attended a short meeting with Orkney.com and Westray and Papa Westray Tourist Association representatives to see what could be done via the Orkney.com website. The Tourist Association would be inviting

Orkney.com out again soon to discuss how Westray and Papa Westray can be better promoted, and it was:

Resolved to note the information provided.

## **4. Correspondence**

### **A. West of Orkney Windfarm – Offshore Applications Submitted to Scottish Government**

A copy of correspondence from the Development Manager, West of Orkney Windfarm, had previously been circulated to members, advising that the offshore consent applications had been submitted and that the documentation was available to study on their website. A formal Notice of Application had been issued, and the public had until 20 November to make representations directly to Scottish Ministers. Following discussion, it was:

Resolved to note the information provided.

### **B. Winter Service Plan 2023/2024**

Members had previously been sent a copy of the Winter Service plan for the current winter, and advised that they would like to see the Noup Road upgraded to a Priority 2 due to the number of carers living on that road, and it was:

Resolved that the Council be asked, via the business letter, if the Noup Road could be upgraded from a Priority 2S to a 2.

### **C. National Islands Plan Consultation Events**

Members had previously been emailed information on two consultation events taking place in Stromness and Westray, earlier in the month. The Chair advised that she had attended the Westray event on 7 November and that it had been interesting, and that they had taken on board how they needed to get information out to people, and needed different plans for different areas, and it was:

Resolved to note the correspondence.

### **D. My Place Awards**

A copy of correspondence from the Scottish Civic Trust had previously been circulated to members, advising that nominations were open until 14 January 2024 for My Place Awards, which celebrate projects and people that work to improve places and communities in Scotland, and it was:

Resolved to note the information provided.

### **E. Thank You Letter**

Resolved to note that a thank you letter had been received from Westray Fair Trade Group.

## **5. Financial Statements**

### **A. General Fund**

Following consideration of the General Finance statement as at 31 October 2023, it was:

Resolved to note the estimated balance was £38,339.41.

### **B. Community Council Grant Scheme 2023/2024**

Following consideration of the CCGS statement as at 31 October 2023, it was:

Resolved to note that the main capping limit had been exceeded by £127.58, but that £377.46 and £743 remained available in the island and additional capping limits respectively.

### **C. Community Development Fund**

Following consideration of the CDF statement as at 31 October 2023, it was:

Resolved to note that £1,000 remained available for allocation to projects.

## **6. Financial Request – Westray Youth Rugby**

Mr Adam Baird declared an interest in this item and took no part in discussion thereof.

Members considered a request for financial assistance from Westray Youth Rugby, copies of which had previously been circulated, towards the cost of taking a group of young people into Kirkwall to participate in a training and tournament session hosted by ORFC. Following discussion, it was:

Resolved to award a general fund donation of up to £150 towards the ferry fares, on the condition that the group provided receipts to that amount.

## **7. Consultations**

### **A. West of Orkney Windfarm – Section 36 and Marine Licenses Application**

Members had previously been sent a copy of the consultation on the Section 36 consent and marine licenses applied for by Offshore Wind Power Limited to Scottish Ministers, and it was:

Resolved to note that any representations required to be made by 20 November 2023.

### **B. PhD Research – Scottish National Islands Plan**

The Interim Clerk advised that she had circulated information to all members regarding a PhD research project around Our Islands, Our Future towards the development and implementation of the National Islands Plan, and it was:

Resolved to note that members could complete the survey as individuals if they wished to do so.

## **8. Reports from Representatives**

### **A. Transport**

The Transport Representative advised that the request for a timetable change had been approved, so Monday and Wednesday middle sailings would change to 12:00 instead of 10:45, and it was:

Resolved to note the information provided.

### **B. Planning**

The Planning Representative advised that there had only been one recent application relating to Westray, which was the change of use for the community room to house the Bargain Box, and it was:

Resolved to note the information provided.

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

The Health and Care Representative provided an update on the latest meeting of the Joint Health and Care group and explained that NHSO wanted to work with communities to ascertain the best way to cascade information in emergency situations. She also advised that there had been positive updates regarding recruitment but there were concerns about fire service staff being tasked with handing out medication when a GP or nurse was not present. The Chair asked if it would be possible to receive minutes of these meetings, and it was:

Resolved to ask if there were notes taken that could be shared with community council members for reference.

### **D. Westray Development Trust**

Resolved to note that the conference had been a success and that they were working on the actions that had come out of the workshop sessions.

### **E. Kalisgarth**

Resolved to note that the AGM had been held last week.

## **9. Publications**

The following publications had previously been forwarded to members and were noted:

- VAO Newsletter – September and October 2023.
- VAO Training and Funding – September and October 2023.
- Letter from School Place – September and October 2023.
- Police Scotland – Orkney Area Command Newsletter – October 2023

- Orkney Ferries Statistics – August and September 2023.

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

### **A. Airfield Building**

The Community Council Liaison Officer advised that the Transportation Service Manager had offered to consult with airfield staff regarding the new building prior to anything moving forward, and it was:

Resolved that the Interim Clerk would ask relevant officers to contact airfield staff and provide some reassurance that consultation would take place prior to the project moving forward.

### **B. Community Benefit – OCWP**

It was noted that, following the last meeting, members had agreed to write to the officers working on the Orkney Community Wind Farms project to ask why Westray had been removed as a “host community” when it had originally been included as one. A letter had been sent to the Strategic Projects team on 18 September 2023, however response had not been provided, and it was:

Resolved that the Community Council Liaison Officer would ask for acknowledgement of the letter and a response from the team.

### **C. Kirkwall Pier Issues**

Mr Danny Marcus advised that a letter had been sent by Westray and Papa Westray Tourist Association regarding three main issues. The notice board at Orkney Ferries’ office in Kirkwall needed attending to, and WPWTA were happy to provide a poster if required as the information was not as clear as it should be. He continued that the terminal can be unsettling and off-putting and is not set out very well for people that are not regular users, and that a tannoy system or information board would be useful to help passengers know where to go and what boats were loading and offloading. The third suggestion was that the vessels should have a screen on board the boat so that passengers could see information on where they were on their journey and what islands they could see around them.

Councillor Mellissa Thomson advised that some of this work was already planned or being done, including improved white linings on the pier, and that NILPS were due to complete a project to have interactive/sat nav screens put in the North Isles vessels so that users had better information on their journey. She offered to speak to the Ferry Service Manager about a new sign for the Shore Street offices, and it was:

Resolved to note the discussion and the information provided.

### **D. Fireworks**

Members discussed whether they should arrange fireworks for a future year, however it was not deemed to be the best use of community council funds or time, and it was:

Resolved to note that another group should possibly be encouraged to take this event on another year.

## **E. Grass Cutting Tenders**

The Community Council Liaison Officer advised that the tenders for grass cutting required to be readvertised, and that the Kalisgarth areas may be included in the contracts next year if the relevant officers were in agreement to this. Following discussion on length of contract, it was:

Resolved to advertise the grass cutting tenders for a one-year contract with a closing date before the next meeting.

## **11. Date of Next Meeting**

Following consideration of dates for the next meeting, it was:

Resolved that the next meeting of Westray Community Council would be held on Monday, 12 February 2024 at 19:30 in Westray School and via Teams.

## **12. Conclusion of Meeting**

There being no further business, the Chair declared the meeting closed at 20:35