

# Minute of the Meeting of Papa Westray Community Council held in the St Ann’s Community Room, Papa Westray on Tuesday, 21 January 2020 at 19:30

## Present:

I Cursiter, A Hourston, B Hourston, I Hourston and S Thompson.

## In Attendance:

- P Baker, Island Link Officer (ILO).
- 1 member of the public.

## Order of Business

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## **1. Apologies**

Resolved to note that apologies had been intimated on behalf of N Rendall, F McNab and J Foley (Community Development Officer).

## **2. Minute of the meeting held 5 November 2019**

The minute of the meeting held on 5 November 2019 was approved, being proposed by A Hourston and second by S Thompson.

## **3. Matters Arising**

### **A. Weigh Bridge Insurance**

Following consideration of correspondence from Orkney Islands Council requesting the value of the weigh bridge and the type of insurance cover that was required, either Property damage which would include storm, impact etc. and public liability or solely public liability, members requested that the ILO enquire into the costings of the original weigh bridge and the cost of both the insurance options along with who would be liable for the insurance costs, and it was:

Resolved:

1. To seek advice from Orkney Islands Council as to the type of insurance cover required.
2. To enquire into the insurance cover that was used for the Kirkwall weighbridge.
3. That the Chair would seek costings of a new equivalent weighbridge.

### **B. Community Resilience – Satellite Phone, update and funding.**

The ILO advised members that the satellite phone had now arrived and requested advice on where the phone should now be stationed, and also suggested that members should start thinking about the air time funding required for 2021.

Following discussion, members agreed that the satellite phone would be kept in the surgery at St Ann's Kirk, and it was suggested by members that fund raising should be considered which could include coffee mornings and jumble sales etc, and it was:

Resolved that the ILO should set up the satellite phone and hand over to the Nurses of Papa Westray as they were aware of the locations the phone would be needed mostly.

### **C. Orkney Islands Council - Purchases and Invoices**

Following discussion regarding the new purchasing/invoice procedure by Orkney Islands Council, it was:

Resolved to note the contents of the correspondence and to raise concerns that responsibilities were being removed from Community Councils which would be against the Empowering Communities policy.

### **D. Papa Westray Water Scheme - Update**

Members heard from the Chair regarding some of the ongoing issues that needed to be addressed at some point, for example the possibility of the main tank levels dropping without any warning. The Chair advised that he had corresponded with a local company called Cloud Net, a satellite internet provider, who were considering installing a monitoring service to one of the pumps in the wells that could be monitored remotely. This would be done on a trial basis to see if by monitoring a well remotely, this reduced the possibilities of the tank running dry.

The Chair reported that he was currently looking into an additive that could be put into the tank that would reduce the possibility of green build up within the tank and supply pipes. He was also looking into the costings and the Health and Safety aspects of such an additive, and it was:

Resolved to note the contents of the report.

### **E. Well at Whitehowe - Change to SSE Account**

Following consideration of correspondence received from SSE regarding the change to the account, it was:

Resolved to note the content of the correspondence.

### **F. Quotation for Skip Purchase**

Following consideration of correspondence received from Field Fayre Products LTD regarding the option for the Community Council to purchase their own skip, it was:

Resolved:

1. That one 14 yard open top skip with the internal fittings for fork-lift movability, in brown, should be purchased.
2. That the ILO should request the skip dimensions and the costings involved for delivery to Kirkwall.

### **G. Road off lets - surface water drainage**

Members agreed that, during prolonged episodes of precipitation, roads around the island seem to be holding the water, and it was:

Resolved that the ILO would request that Orkney Islands Council re-dig the off lets, if possible before the end of February.

### **H. Orkney Islands Council – Storage**

Following consideration of correspondence received from Orkney Islands Council regarding letting costs in the shed for equipment, it was:

Resolved:

1. That the fee to house the Topper would be £100 per annum.

2. That the ILO would provide photographic evidence of the community shed, including access to Orkney Islands Council for completion of any relevant documentation such as risk assessments.

## **I. Head Teacher Vacancy**

Following consideration of correspondence from the Parent Council, it was:

Resolved to note that the support from the Community Council regarding the Head Teacher's resignation was very much appreciated.

## **4. Correspondence**

### **A. Water Attendant – Hourly Rate**

Following consideration of copy correspondence sent to the Water Attendant regarding the hourly rate of pay, it was:

Resolved to note the information provided.

### **B. Letter of thanks to Orkney Ferries**

Following consideration of copy correspondence sent to Orkney Ferries regarding the Community Council's appreciation, it was:

Resolved to note the information provided.

### **C. Feed-In Tariff Statement**

Following consideration of correspondence received from SSE regarding the feed-in statement, it was:

Resolved to note the information provided.

### **D. Air Services Consultative Forum - Agenda**

Following consideration of correspondence received from Orkney Islands Council regarding the Air Services Consultative Forum meeting agenda, it was:

Resolved to note the information provided.

### **E. Inter Isles Ferry Services Forum - Agenda**

Following consideration of correspondence received from Orkney Islands Council regarding the Inter Isles Ferry Services Consultative Forum meeting agenda, it was:

Resolved to note the information provided.

## **5. Consultation Documents**

### **A. Verge Maintenance Plan**

Following consideration of correspondence received from Orkney Islands Council regarding the Verge Maintenance plan, it was:

Resolved to note the information provided.

## **B. Verge Maintenance Plan Specification**

Following consideration of correspondence received from Orkney Islands Council regarding the Verge Maintenance Plan Specification, it was resolved:

That the ILO refer back to previous correspondence to Orkney Island Council regarding the request to have a designated cutter for the islands of Papa Westray and Westray, and to submit another request on the same basis due to the requirement of more than two verge cuts per year, and if declined for the valid reasons behind the decision.

## **C. Orkney Ferries - North Isles Draft Ro-Ro Service Timetable**

Following consideration of correspondence received from Orkney Ferries regarding the draft timetable to run between 29 September 2020 and 1 May 2021, it was:

Resolved:

1. To write to Orkney Islands Council regarding concerns as to why the ferry service visits North Ronaldsay first, delivering their shop produce with the frozen goods stored in mechanical freezers, when Papa Westray receives their frozen goods secondly stored in a cool box.
2. That if the same arrangement was to carry on, especially through the summer months, that either Papa Westray received their goods stored in a mechanically operated freezer, or the boat visited Papa Westray first.

## **D. Orkney Ferries – North Isles Draft Ro-Ro Service Timetable**

Following consideration of correspondence received from Orkney Ferries regarding the draft timetable to run between 10 January 2021 and 13 March 2021 (refit period), it was:

Resolved to note the information provided.

## **E. Draft Minutes of Ferry Services Consultative Forum**

Following consideration of correspondence received from Orkney Islands Council regarding the Draft Minutes of the Ferry Services Consultative Forum, it was:

Resolved that members wished the following concerns to be recorded within the minutes:

1. With reference to the haulage/haulier, there seemed to be some confusion as to how this was going to work. Members were of the opinion that Papa Westray should be given the opportunity to voice their opinions and talk through options, such as concerns regarding sizes of the vehicles that were going to be used along with the costings incurred.
2. Members' main concern was that some decisions were not going to be actioned until the last stage prior to implementing them, resulting in requirements not being met or consulted with the islanders of Papa Westray.

3. That the Community Council would, in due course, request that a representative of Orkney Ferries and Orkney Islands Council visit the community of Papa Westray to answer any concerning questions and talk through any proposed haulage plans.

## **F. Draft Minutes - Air Services Consultative Forum Meeting**

Following consideration of correspondence received from Orkney Islands Council regarding the Draft Air Services Consultative Forum Meeting minutes, it was:

Resolved to note the information provided.

## **G. Inter Islands Air Services Winter Timetable**

Following consideration of correspondence received from Orkney Islands Council regarding the Winter Inter Islands Air Services timetable (October 2020 to February 2021), it was:

Resolved to note the information provided.

# **6. Financial Statements**

## **A. General Finance 2019-2020**

After consideration of the General Finance statement as at 10 January and discussion thereof, it was:

Resolved to note that the estimated balance remaining was £5,920.24.

## **B. Papa Westray Community Council Water Scheme**

After consideration of the Papa Westray Water Scheme statement as at 10 January, it was:

Resolved to note that the estimated balance was £40,915.08.

## **C. Community Council Grant Scheme**

Following consideration of the 2019/2020 Community Council Grant Scheme statement as at 10 January, it was:

Resolved to note the balance remaining for approval was £217.00 in the main capping limit, £165.80 in the additional capping limit and £530.37 in the island capping limit.

# **7. Financial Requests**

## **A. Papay Development Trust**

Following consideration of a request from Papay Development Trust requesting assistance toward the purchase of a new photocopier to benefit the community, it was:

Resolved that £720 should be awarded to purchase the new photocopier and that Community Council Grant Scheme assistance should be applied for on the total cost.

## **B. Music Tutor Travel Costs - 2020/2021**

Following consideration of a request from Lynda Sharp, Music Tuition Co-ordinator, requesting financial assistance towards the music tutors travel expenses to Papa Westray in the sum of £864, it was:

Resolved to note that members would support the travel expenses to the sum of £864 and that Community Council Grant Scheme assistance should be applied for on the total cost.

## **8. Reports from Representatives**

### **A. Transport**

Resolved to note that there was no information to provide.

### **B. Planning**

Resolved to note that there was no information to provide.

### **C. Community Development Officer's Report**

Resolved to note that there was no information to provide.

### **D. Papa Westray Water Scheme Administrator's Report**

The ILO advised members that the water safety plan was in the process of being updated in regards to the contacts and that when the plan was complete, a copy would be housed at each well as required along with a copy for the water attendant, and it was:

Resolved to note the content of the report.

## **9. Publications**

The following publications were noted by members:

- Loganair Statistics.
- Orkney Ferries Statistics – October and November 2019.
- My Place Awards.

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

### **A. Completion of Community Shed**

The ILO informed members that the community shed still had not received the completion certificate from the Building Inspector due to no reply being received to any emails or telephone calls, and it was:

Resolved that the ILO write to Orkney Islands Council requesting a decision as to whether the photos sent to the Building Inspector was sufficient, or to arrange a date to visit the shed on Papa Westray.

## **B. Recycling skips**

Following consideration of correspondence received from Orkney Islands Council regarding the recycling skips for the pier, it was:

Resolved that the ILO contact Orkney Islands Council for an agreed date as to when they will be delivered.

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

Following consideration of future meeting dates, it was:

Resolved that the meeting of Papa Westray Community Council would be held on Tuesday, 14 April 2020 in St Ann's Community room, Papa Westray, commencing at 19:30.

## **12. Conclusion of Meeting**

There being no further business, the chair declared the meeting closed at 21:40.