

# Minute of the Meeting of Flotta Community Council held in Flotta Community Centre and via Teams on Tuesday, 8 August 2023 at 15:45

## Present:

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

## In Attendance:

- Councillor Lindsay Hall.
- Councillor Graham Bevan (via Teams).
- Ms Hayley Green, Corporate Director, Neighbourhood Services and Infrastructure.
- Mr Alex Rodwell, Head of Improvement and Performance.
- Mrs Jenny McGrath, Community Council Liaison Officer.

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## **1. Apologies**

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

## **2. Adoption of Minute**

The minute of the meeting of Flotta Community Council held on 30 May 2023 was adopted, being proposed by Mrs Rose Biddle and seconded by Mrs Janet Ward.

## **3. Matters Arising**

### **A. Community Transport**

It was reported that there had not been another meeting of the sub-committee, but that the other organisation/community interest group that had been pursuing community transport options were now no longer in operation. It was queried whether the recently formed Burnside Residents Association could take this on, and it was:

Resolved to note the information provided.

### **B. COMAH Plan**

The Chair advised that he had been in conversation with the manager of Flotta Terminal, which had resulted in an invitation to Flotta Community Council members to visit the terminal for an informal meeting and a tour of the facility, and it was:

Resolved to note that the meeting at Flotta Terminal was due to take place on 22 August 2023, and that this item would remain on the agenda meantime.

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

Resolved to note that no update was available at this time.

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

It was reported that no sub-committee meeting had been held since the last community council meeting, but that a contractor had inspected the windows and advised that new windows were required rather than a repair. It was agreed that this would need to be considered and quotes sought.

Mrs Isobel Smith asked about the electrical work that required to be done, and it was reported that Mrs Jackie Smith had been looking into this. It was advised that some of the switches needed sorting urgently and PAT testing completed.

Members also discussed the need to enquire about short term let licensing, and whether the property would need to have a license. The Interim Clerk agreed to look into this, and it was:

Resolved:

1. To note the information provided.

2. That quotes would be sought by the sub-committee for both repair and replacement of the windows at the front of the property.
3. That the sub-committee would advise what electrical work was required so that a contractor could be engaged.
4. That Democratic Services would be asked for advice on the short term let licensing scheme.

Mr Carl Mullins joined the meeting during discussion of this item.

### **E. New Notice Board**

Mrs Rose Biddle advised that she was waiting to see what kind of door would be suitable for the board, and that meantime the old noticeboard was still in operation and waterproof, and it was:

Resolved to note the update provided.

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

It was reported that the Burnside Residents Association had been looking into funding from VAO/OIC to make the area around the scheme more appealing. The car park idea for the square had been dismissed, but residents would like to get some use out of it as a meeting place and seating area.

Residents were also looking into the possible provision of extra disabled spaces, and suggested that there were some scrap vehicles that could be removed to help the situation, and it was:

Resolved to note the information provided.

### **G. Tarmac at Gibraltar Pier**

Resolved to note that there was no update on this item and that the Corporate Director, Neighbourhood Services and Infrastructure, would chase up a response.

### **H. Pier End Container**

Mr Carl Mullins advised that the Men's Shed could certainly repair the container but that they would need materials. Members asked if it could be ascertained who moved it and whether it could be put back, and it was:

Resolved:

1. That the Men's Shed would look into carrying out the necessary repairs to the container.
2. That the Interim Clerk would make enquiries as to who moved the container and whether it could be put back in its original location.

## **I. Flotta Men's Shed**

Mr C Mullins advised that the group were pursuing planning permission, but it was taking some time and had been a frustrating process. The group would find out soon about the capital request and whether it had been approved. The Corporate Director, Neighbourhood Services and Infrastructure, offered to assist with the planning application, and it was:

Resolved:

1. To note the information provided.
2. That the Corporate Director, Neighbourhood Services and Infrastructure, would look into the delay on issuing the planning permission.

## **J. Grass Cutting – Putting Green and Play Park**

Mrs Phyllis Gee advised that she did not want these areas ruined or dug up for allotments. Mr Carl Mullins suggested giving the individual who was currently carrying out the grass cutting at the play park on a voluntary basis some recompense, but it was advised that he wouldn't accept it. Members also considered recompense for the individual who had been cutting the putting green, and it was:

Resolved to discuss this outside of the meeting and come to an agreement on what should be offered to the individuals who had carried out the cutting over the summer.

## **K. Photographic Competition**

Mrs Rose Biddle advised that she had received photographs from two people and that she would readvertise the competition, and it was:

Resolved to note the update provided.

## **4. Correspondence**

### **A. OHAL Committee Recruitment Event**

Members had previously been sent details of a drop-in event which had been held on 21 June in relation to recruiting committee members and it was:

Resolved to note that the event had since taken place.

### **B. SSEN Resilient Communities Fund 2023**

Information regarding funding available for projects to improve resilience had been circulated to members, and it was:

Resolved to note that the deadline for applications had since passed.

### **C. Transport Timetables for Summer 2024**

The draft ferry timetable for summer 2024 had been sent to the Transport Representative ahead of the Ferry Services Consultative Forum meeting in

September 2023, and all members had received the information for comment. Following discussion, it was:

Resolved to note the information provided and that any comments should be forwarded to the Transport Representative.

#### **D. Invite to VAO AGM**

Members had received an invite from VAO for an AGM which had been held on 3 August 2023, and it was:

Resolved to note the information provided.

#### **E. Scottish Health Council Member Recruitment**

Information from SHC had been previously circulated to members, in relation to recruiting members to the Scottish Health Council, and it was:

Resolved to note the information provided.

#### **F. Christmas Tree Lighting**

Members considered the event management plan and details which had been previously circulated by Democratic Services, and it was:

Resolved:

1. That all details were to remain the same on the EMP paperwork.
2. That the date for this year's event would be Saturday, 9 December 2023.
3. That Democratic Services would organise to order a tree.

#### **G. Community Led Local Development**

Correspondence regarding funding opportunities had previously been circulated to members, towards projects supporting net zero or create sustainable public services, and it was:

Resolved to note that the deadline had since passed.

### **5. Consultations**

#### **A. 20mph Speed Limit Extension Finstown**

A consultation relating to the speed limits through Finstown, and proposals being put forward had previously been circulated to members, and it was:

Resolved to note that the deadline for comments had passed and that no comments had been submitted.

## **B. Scottish Government - Permitted Development Rights Review – Phase 3**

Members had previously been sent information regarding a review of permitted development rights, and it was:

Resolved to note that the deadline for comments was 23 August 2023.

## **C. Women’s Aid Orkney Survey**

A survey being carried out by Women’s Aid Orkney had been circulated to all members, and it was:

Resolved to note that members could complete this survey if they wished to do so.

## **D. Orkney Islands Area Licensing Board – Review of Statement of Alcohol Licensing Policy**

Members had previously been sent a consultation on the statement of alcohol licensing policy, and it was:

Resolved to note that members had until 25 August 2023 to make comment.

## **E. OIC Draft Procurement Strategy**

A consultation on OIC’s procurement strategy had previously been circulated to all members, and it was:

Resolved to note that the deadline for comments had since passed.

## **F. Scottish Government – Visitor Levy Bill**

A consultation on a proposed visitor levy bill had been passed to members via the Interim Clerk, and it was:

Resolved to note that the consultation was open until 15 September 2023.

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

Members again discussed the proposal to set 20mph limits around all island schools. A detailed discussion took place, and it was agreed that flashing lights were unnecessary and costly, but that members would welcome a 20mph limit all the time, and it was:

Resolved that this view would be communicated to the relevant officers as soon as possible, bearing in mind that the deadline for comments had already passed.

# **6. Financial Statements**

## **A. Year End Accounts 2022/2023**

Following consideration of the year end accounts for Flotta Community Council, including the Wind Power Fund and the Burnside Account, it was:

Resolved:

1. To note the balances carried forward at year end.
2. To approve the year end accounts.

## **B. General Finance**

Following consideration of the community council's general finance statement, it was:

Resolved to note that the estimated balance was £53,987.47 as at 17 July 2023.

## **C. Wind Power Fund**

Following consideration of the community council's Wind Power Fund statement, it was:

Resolved to note that the estimated balance was £4,275.77 as at 17 July 2023.

## **D. Burnside Account**

Following consideration of the community council's Burnside Account statement, it was:

Resolved to note that the estimated balance was £6,829.01.

## **E. Community Council Grant Scheme**

Following consideration of the 2023/2024 Community Council Grant Scheme statement as at 17 July 2023, it was:

Resolved to note the balances remaining for approval of £2,444.84 in the main capping limit, £743 in the additional capping limit and £719 in the island capping limit respectively.

## **F. Community Development Fund**

Following consideration of the Community Development Fund statement, it was:

Resolved to note the balance remaining for allocation of £5,980.51 as at 17 July 2023.

## **G. Seed Corn Fund**

Following consideration of the Seed Corn Fund statement, it was:

Resolved to note the funds remaining for approval of £3,161 as at 17 July 2023.

# **7. Financial Requests**

## **A. VAO Membership 2023/2024**

Resolved to note that members had previously agreed, via email, to pay the VAO membership fee for 2023/2024 of £15, and that CCGS had been applied on the cost.

## **B. Flotta Burnside Residents Association – Benches and Planters**

Members considered correspondence which had previously been circulated from the secretary of Flotta Burnside Residents Association, requesting financial assistance towards the cost of purchasing picnic benches, seats and planters for the outside area at Burnside houses. Members felt that recycled plastic benches would be more suitable, last longer and would cut out the need for such regular maintenance. It was agreed that they would be willing to fund benches providing that they were recycled plastic. It was also suggested that rather than buying planters, the Men's Shed group could be asked to fabricate them, and it was:

Resolved:

1. To award funding for 2 garden benches and 2 picnic tables, both recycled plastic, subject to CCGS funding being approved, up to a maximum of £2,000.
2. To suggest that the Men's Shed be asked to fabricate the planters in return for a donation of £140.
3. To cover the cost of £100 for the plants and compost, subject to CCGS funding being approved.

## **8. Publications**

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

- ORSAS Quarterly Newsletter – June 2023.
- Police Scotland – Orkney Area Command Newsletter – June 2023.
- “Good to Share” Information Bulletin – Healthcare Improvement Scotland.
- Orkney Ferries Statistics – April, May and June 2023.

## **9. Reports from Representatives**

### **A. Transport**

Resolved to note that the Transport Representative was not present, therefore no update was provided other than that the Air and Ferry Services Consultative Forum meetings would be held on 13 September 2023.

### **B. Planning**

Resolved to note that there had been only one application relating to Flotta, for installation of an air source heat pump.

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

### **A. Play Park Renewal Fund**

The Chair asked whether an application could be submitted for funding towards repairing/replacing the slide at the play park. A quote of £750 was suggested. The Interim Clerk advised that Democratic Services would look into this.

Members also wished to express and record their thanks to Flotta Terminal for installing the equipment.

It was also reported that the fibreglass seating/table had a few holes and members discussed a possible repair. Mrs Rose Biddle offered to arrange its removal, and it was:

Resolved:

1. That Democratic Services would be asked to look into funding from the Play Park Renewal Fund towards the slide repair.
2. That a letter would be sent by the Interim Clerk to Flotta Terminal, thanking them for the work done to install the equipment at the play park.
3. That Mrs Rose Biddle would arrange the removal of the fibreglass seating/table.

### **B. Scrap Cars**

The Interim Clerk read out an email from Flotta Terminal asking if the Community Council would be interested in collaborating with them on a scrap car removal scheme. They offered to take away vehicles free of charge if the Community Council could arrange for the cars to be gathered at the Old Cinema. It was agreed that they would need clarification from the Terminal on what documents were required to go along with the vehicles being scrapped and also a record of the owner giving permission for the vehicle to be collected. Mrs Rose Biddle advised that she had details of an individual on the island who would be willing to collect vehicles, and it was:

Resolved:

1. To write the Terminal offering up this solution and to ask what documents they required.
2. That Mrs Rose Biddle would pass on the details of the individual to the Interim Clerk.

### **C. X1 Bus Service**

A member reported that he had received complaints from members of the community regarding the X1 bus service, Stromness to Houton. The timetable had been amended and meant that it did not fit in so well for those catching the ferry to Hoy and Flotta.

Councillor Lindsey Hall advised that this had also been brought up at Graemsay, Hoy and Walls Community Council. He understood that the timetable had been changed to suit tourists and other transport operators and that people who used the service regularly had not been taken into consideration. The changes were inconveniencing a lot of people. Discussions were ongoing as to how to change the timetables back, however these had stalled over the summer. Following further discussion, it was:

Resolved to note the discussion and monitor the situation.

#### **D. Clerk Post**

Members queried when the post of community council clerk would be advertised, as they would like to see a resident clerk rather than Democratic Services covering the role. The Head of Improvement and Performance advised that elections for South Ronaldsay and Burray were currently underway, but that following the conclusion of this work, the recruitment process would commence. It was acknowledged that there would be a period where the clerk would need to shadow Democratic Services and get up to speed with procedures and get an understanding of the current issues.

Members were also reminded of the role of the clerk, and that all correspondence should go through them rather than individual members contacting council officers directly.

The Chair also highlighted the need for training for community council members, and it was:

Resolved:

1. To note that the recruitment process for a clerk to Flotta Community Council would commence following the conclusion of the election process, late September.
2. That all correspondence and community council business should go through the clerk, including the purchase of items.
3. That Democratic Services would be asked to consider providing necessary training for community council members.

Councillor Graham Bevan left the meeting during discussion of this item.

#### **E. Phone Box**

Mrs Phyllis Gee advised that Flotta Heritage Trust had taken ownership of the phone box, and would look into suitable uses for it, and it was:

Resolved to note the information provided.

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

Resolved to note that the date of the next meeting had previously been agreed as 3 October 2023 at 15:45.

## **12. Conclusion of Meeting**

There being no further business, the Chair declared the meeting closed at 17:50.