

# Minute of the Meeting of Westray Community Council held in the Music Room, Westray School and via Teams on Monday, 4 September 2023 at 19:30

## Present:

Mrs E Drever, Mr A Baird, Mr D Harcus, Mrs J Kirkness, Mr L Pottinger and Mrs A Rendall.

## In Attendance:

- Councillor S Clackson.
- Councillor M Thomson (via Teams).
- Councillor H Woodbridge (via Teams).
- Ms L Richardson, Head of Neighbourhood Services and Infrastructure (via Teams).
- Mr D Hannon, Strategic Projects Manager, Strategy, Performance and Business Solutions (via Teams).
- Mr C Purnell, Strategic Projects Manager, Strategy, Performance and Business Solutions (via Teams).
- Ms M Green, Strategic Projects Officer, Strategy, Performance and Business Solutions (via Teams).
- Mrs J Montgomery, Empowering Communities Liaison Officer/Interim Clerk.

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## **1. Orkney Community Wind Farms Presentation**

Members were provided with an update from the Strategic Projects Team on the status of the Orkney Community Wind Farms Project. After hearing the presentation, members queried why Westray had been removed as a host island in relation to the receipt of community benefit funds from the project, as initially this had been proposed due to the close proximity of Pharay to Westray being the same as Eday. At the time, members had pledged their support for the project on the basis of the information provided, and it was:

Resolved to forward members comments immediately to Strategic Projects Manager, Strategy, Performance and Business Solutions.

The Strategic Projects Team left the meeting at this point.

## **2. Apologies**

Resolved to note that apologies for absence had been intimated by Mrs R Rendall.

## **3. Election of Office Bearers**

Following discussion of the election of office bearers, it was:

Resolved to remain with the status quo.

## **4. Adoption of Minutes**

The minute of the meeting of Westray Community Council held on 5 June 2023 was adopted, being proposed by Mr A Baird and seconded by Mrs A Rendall.

## **5. Matters Arising**

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

Members heard an update from the Head of Neighbourhood Services and Infrastructure, advising members that the closing date for the survey was 4 September and that they would be compiling the results soon. She also advised that a meeting would be held with the community council regarding the results of the survey and how to move forward, and it was:

Resolved to note the content of the report and that a meeting would be held with the community council before plans were put in place.

### **B. Village Path**

Following an update from the Empowering Communities Liaison Officer advising members that work was ongoing on funding applications, it was:

Resolved to note the content of the report.

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

Members heard a report advising that the artificial tree had been removed from Kalisgarth and that the lights were still in working order. Mr D Harcus advised that there was also a spare set of lights that had not been used, and it was:

Resolved to note the content of the report.

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

Members considered correspondence from the Roads Design Officer, advising that it was not recommended to provide one light adjacent to the Hofn as it would create uneven lighting conditions for drivers. He also advised of the present budget constraints although one option for funding may be the Cycling, Walking and Safer Routes (CWSR) fund, and it was:

Resolved:

1. That a request should be made to Orkney Islands Council asking that the lighting be included as an ask for funding from the CWSR fund based on the safety needs of pedestrians in the area as no lighting was a greater risk.

2. That as this area was also to be used to house the recycling centre for the island, to ask whether funding could be provided from the waste budget to have the area well lit.

### **E. White Lining in School Car Park**

After hearing a report that white lines had been painted indicating the parking spaces in the car park, it was:

Resolved to note the content of the report.

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

The Head of Neighbourhood Service advised members that the provision of passing places in the Broughton Road could not be considered due to budget constraints. She also advised that the work that had been reported to Head of Property, Asset Management and Facilities by Mr D Harcus should be reported through the DASH system at Orkney Islands Council allowing it to be filtered to the appropriate officers, and it was:

Resolved to report the road issues through the DASH system at Orkney Islands Council.

### **G. Isles Depot in Kirkwall**

After hearing a report from Councillor M Thomson, advising members that a new manager was in place at the Isles Depot in Kirkwall and that new processes had been put in place, it was:

Resolved to note the content of the report.

## **H. Community Room**

Members were advised that a new cooker had been installed in the Community Room however a response was still awaited from Orkney Island Council on the situation, and it was:

Resolved to note the content of the report and that a response was still awaited.

## **6. Correspondence**

### **A. Christmas/New Year Flights 2023/2024**

Following consideration of correspondence from Orkney Islands Council regarding the Christmas and New Year 2023/2024 flights schedule, it was:

Resolved to note the content of the correspondence.

### **B. Planning Permission – Westray Charity Shop**

Members had previously agreed by email to the planning application for change of use of the former snooker room to be submitted in the name of Westray Community Council, and it was:

Resolved to note the content of the report.

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

Following consideration of correspondence from the Scottish Health Council regarding member recruitment, it was:

Resolved to note the content of the correspondence.

### **D. Christmas Tree Lighting 2023**

Following consideration of correspondence from Orkney Islands Council regarding arrangements for the annual tree lighting event, it was:

Resolved:

1. That the tree lighting should be held at 19:00 on Saturday, 2 December 2023.
2. To advise Kalisgarth of the plans for the tree lighting.
3. That the Clerk contact the Salvation Army inviting them to play at the tree lighting and the gathering in the hall following the lighting.
4. To contact Westray School inviting them to take part at the tree lighting by singing carols and arranging for the youngest child at the school to switch on the tree lights.
5. To book the Hall and Community Room for the event.
6. To purchase a Christmas Tree from William Shearers.

7. To arrange for the streetlights to be switched on prior to 2 December 2023 and to be switched off by 28 February 2024.

8. To arrange food and beverages for the event, the cost of which should be met from General Funds.

9. That, should the Salvation Army agree to play at the event, an application should be submitted to Westray Development Trust for financial assistance towards their costs.

10. That the Clerk should completed the Event Management Plan and submit it to Orkney Islands Council.

11. That Community Council Grant Scheme should be applied for on all eligible costs for the Tree lighting.

## **E. Ear Protection on Inter-Island Flights**

Following consideration of correspondence from L McArthur, MSP, advising on the availability of ear protectors on inter island flights, it was:

Resolved to note the content of the correspondence and to advertise the availability locally.

## **F. Scottish Water ACM 2023**

Following consideration of correspondence from Scottish Water regarding the annual consultative meeting, it was:

Resolved to note the content of the correspondence.

## **7. Financial Statements**

### **A. Annual Accounts For Year Ended 31 March 2023**

Following consideration of the Annual Account for the year ended 31 March 2023, it was:

Resolved to note the content of the accounts.

### **B. General Finance**

Following consideration of the General Finance statement, it was:

Resolved to note the estimated balance of £35,207.53 as at 7 August 2023.

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

Following consideration of the Community Council Grant Scheme statement as at 7 August 2023, it was:

Resolved to note that the balance remaining for approval in the main capping limit was fully allocated, £743 remained in the additional capping limit, and £377.46 remained in the island capping limit.

## **D. Community Development Fund**

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

Resolved to note that £1,000 remained available for allocation as at 7 August 2023.

## **E. Seed Corn Fund**

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

Resolved to note that no funding was left available for allocation as at 7 August 2023, and £420 remained available to claim for the Westray Path.

## **8. Financial Requests**

### **A. Westray Senior Citizens Evening**

Members had previously agreed by email to award a grant of up to £600 towards the cost of the annual Senior Citizens meal and entertainment evening and that Community Council Grant Scheme assistance should be applied for on the cost, and it was:

Resolved:

1. To note that it had been agreed to award a grant of up to £600 towards the cost.
2. That Community Council Grant Scheme Assistance had been applied for on the cost of £600.

### **B. Remembrance Wreath**

Following consideration of funding the cost for the Remembrance Day poppy wreath, it was:

Resolved to meet the cost of the poppy wreath and that Community Council Grant Scheme assistance should be applied for.

### **C. Westray Fair Trade Group**

Following consideration of correspondence from the Westray Fair Trade Group requesting assistance towards the cost of providing supporter plaques at an estimated cost of £236.40 and advising that an approach would also be made to Westray Development Trust for funding, it was:

Resolved to award funding of up to £200 following consideration of funding from Westray Development Trust and that Community Council Grant Scheme assistance should be applied for on the cost.

### **D. The Hub Management Group**

Following consideration of correspondence from The Hub Management Group requesting assistance towards the cost of providing the food, it was:

Resolved to award a donation of £440 towards the cost of the provision of food.

## **9. Consultation Documents**

### **A. Planning Phase 3 – Permitted Development Rights Review**

Following consideration of correspondence from the Scottish Government regarding their review of permitted development rights as part of its wider planning reform programme, it was:

Resolved to note the consultation and that members had had no comments to forward.

### **B. Women's Aid Orkney Survey**

Following consideration of correspondence from Women's Aid Orkney regarding exploration work on domestic abuse of women over 60, it was:

Resolved to note the content of the consultation.

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

Following consideration of correspondence from Orkney Islands Council regarding the Review of Statement of Alcohol Licensing Policy, it was:

Resolved to note the deadline was 25 August and that members had had no comments to make.

### **D. 20mph Speed Limits Island Schools**

Councillor S Clackson advised members that the 20mph consultation was to be discussed at the Development and Infrastructure Committee meeting the following day and the outcome of the discussion would be made available, and it was:

Resolved to note the consultation and the content of the report.

### **E. Visitor Levy Bill**

Following consideration of correspondence from the Scottish Parliament regarding a Visitor Levy Bill Consultation, it was:

Resolved that the Clerk would email the correspondence containing the link to allow members to respond individually if they wished.

## **10. Reports from Representatives**

### **A. Transport**

The Transport Representative advised of correspondence which had been received from Mr K Harcus regarding the ferry timetable and how the ferry times corresponding with the Mariana timetable was not working, and it was:

Resolved:

1. To forward the correspondence to the Transportation Service Manager, Orkney Islands Council, to allow discussion at the Air and Ferries Consultative Forum.
2. To ask that consideration be given to amending the middle sailings on a Monday and Wednesday to depart Kirkwall at 12:00 instead of 10:35.
3. That the Chair would contact the Westray Tourist Association to ascertain if the changing of ferry times would impact on tourism to the island.

## **B. Planning Representative**

The Planning Representative advised that there had been one planning application for Westray, and it was:

Resolved to note the content of the report.

## **C. Kalisgarth Representative**

Resolved to note that there was no update.

## **11. Publications**

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

- VAO Newsletter – May, June July and August 2023.
- VAO Training and Funding – June, July and August 2023.
- Letter from School Place – June and July 2023.
- Police Scotland – Orkney Area Command Newsletter – June 2023.
- Orkney Ferries Statistics – April, May, June and July 2023.
- Loganair Statistics to June 2023.

## **12. Any Other Competent Business**

### **A. Roads White Lining**

Members raised why white lines had not been put on following resurfacing, and it was:

Resolved to advise Orkney Islands Council that several roads required white lining.

### **B. 2024 Sunday Excursions**

Members asked if three excursion days could be continued in 2024, namely one to North Ronaldsay, one to Eday and Stronsay and one to Sanday, and it was:

Resolved to forward the information regarding the excursions to Orkney Islands Council for consideration.

### **C. Pierowall Kirkyard**

A member reported that the burials in the Pierowall Kirkyard was now in a new row and that a recent measuring of the remaining area has shown that there would not

be room for a row at the top therefore reducing the lairs by fifteen. They also advised that a guestimate would suggest that in around four to five years the kirkyard could be at capacity. Members were also advised that this had been brought to the attention of the relevant OIC officers, and it was:

Resolved:

1. To note the response from Head of Neighbourhood Services and Infrastructure advising this had recently been brought to the attention of OIC.
2. That the Clerk include this once again in the Business of Meeting Letter to Orkney Islands Council.

### **D. Papay Pier**

Members asked if it was possible to see copies of the plans for the proposed works at the Papay Pier which had recently been publicised. Councillor H Woodbridge advised that there were no plans drawn up for such work, and it was:

Resolved to note the content of the report.

### **E. Letter from School Place**

Mr D Marcus requested clarification on the following paragraph in "Letter from School Place" in relation to how Community Councils addressed business items with Orkney Islands Council:

*"Councillors are required to provide strategic leadership and oversight. This involves setting strategy and policy, scrutinising and making major, complex decisions that concern the council as a whole. Councillors are not, however, responsible for operational management (i.e., the planning, organising and execution involved in day-to-day activities) as this is the role of employees. This last sentence is the source of the main frustration ward constituents have when it comes to the expectations of what their elected members can do on their behalf. Although we can report back shortcomings in council services, it is important the public understands that we are not empowered to direct council staff."*

Councillor S Clackson advised members that he wished to make constituents aware that Councillors can advise officers of public concerns however they do not have any authority to direct officers to undertake work. He also advised that Community Councils should continue to raise any matters in relation to Orkney Islands Council through Democratic Services in the usual manner, and it was:

Resolved to note the content of the discussion.

### **F. Orkney.com**

The Chair wished to bring to members attention a project that Mr P Needham was working on in relation to the submission of Westray-related information to the Orkney.com website, and it was:

Resolved to note the content of the report.

## **G. NHS Orkney**

The Chair advised members that the Chief Executive, NHS Orkney, and the Chief Officer, Orkney Health and Care, had advised that they wished to engage with the community and that they were keen to hear of any concerns regarding NHS Orkney along with anything that the community thought worked well. The Chair advised that they had been made aware of problems sometimes encountered when patients were discharged from hospitals, and it was:

Resolved to note the content of the report.

## **13. Date of Next Meeting**

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

Resolved that the next meeting of Westray Community Council would be held on Monday, 13 November 2023 at 19:30.

## **14. Conclusion of Meeting**

There being no further business, the Chair declared the meeting closed at 20:52.