

# Minute of the Meeting of Shapinsay Community Council held via Microsoft Teams on Tuesday, 23 November 2021 at 19:00

## Present:

Mrs L Bews, Mr A Boyd, Mr S Garson, Mr C Leslie, Mr D Muir and Mrs E Phillips.

## In Attendance:

- Councillor G Sinclair.
- Councillor H Woodbridge.
- Councillor S Clackson.
- Ms H Green, Interim Executive Director, Environmental, Property and IT Services.
- Mrs J McGrath, Community Council Liaison Officer/Interim Clerk.

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## **1. Apologies**

Resolved to note that no apologies for absence had been received.

## **2. Adoption of Minutes**

The minute of the meeting held on 14 September 2021 was approved, being proposed by Mrs E Phillips and seconded by Mr C Leslie.

## **3. Interim Executive Director**

The Interim Executive Director, Environmental, Property and IT Services introduced herself and explained that she had been attending community council meetings this cycle to answer any questions and pick up on matters relating to her service areas, and it was:

Resolved to note the attendance of the Interim Executive Director.

## **4. Matters Arising**

### **A. Canons at Pier**

The Chair advised that the canons had been taken indoors for work over the winter period, and it was:

Resolved to note the information provided.

### **B. Christmas Lights**

The Interim Clerk advised that no further offers of funding had been received. The Chair added that she would chase up an offer of some indoor lights from Tesco. It was agreed that this should be taken up again at a future meeting, and it was:

Resolved to note the information and discuss again at a future meeting.

### **C. Recycling Collections**

No further update had been received regarding where recycling was being taken or whether bins were going to be provided, and it was:

Resolved that the Interim Executive Director would take up this item with fellow officers and provide a response via Democratic Services.

### **D. Roads Operative**

The Interim Clerk advised that there had been progress with the recruitment of a part time roads operative and that it was hoped that there would be someone in post soon, and it was:

Resolved to monitor the situation.

### **E. Kirkyard Gates**

It was reported that the works were due to be completed shortly, and it was:

Resolved to note the information provided.

## **F. Broken Benches**

Mr C Leslie advised that he had sourced prices for other plastic benches, as it had been agreed that these may be longer lasting than wooden ones and require less maintenance. There was no update to report on the repair to the existing benches, and it was:

Resolved:

1. That the Interim Clerk would arrange purchase of wood for the bench repairs.
2. That Mr C Leslie would pass on information about plastic benches for consideration.

## **G. Verge Cutting**

Members advised that they felt that there could be other areas that were being cut before Shapinsay that maybe did not need to be, and that by the time the verges were cut in Shapinsay, it was too late. It was reported that farmers on the island were carrying out a lot of the cutting. Following discussion, it was:

Resolved that the Interim Clerk would feed the information back to Roads Support via the business letter.

## **H. Portacabin at Shapinsay Pier**

The Interim Clerk advised that there had been no response from Marine Services but that this would be chased, especially as it was suggested that it could become a health and safety concern, and it was:

Resolved to monitor the situation.

## **I. Waiting Rooms at Kirkwall and Shapinsay Piers**

The Interim Clerk advised that there had been no response from Marine Services on these matters, and it was:

Resolved to monitor the situation.

## **J. SDT Boat Times**

The Interim Clerk advised that Democratic Services would provide wording for local engagement as soon as possible, and it was:

Resolved to note the information provided.

## **K. Christmas Tree Lighting Arrangements**

The Chair confirmed arrangements for the tree lighting ceremony, and it was:

Resolved:

1. To note that the tree would be delivered on Wednesday, 24 November and that it would be put up when weather allowed.
2. That Mr S Garson would source two sets of lights and be reimbursed from Shapinsay CC funds.
3. That Shapinsay Community Association were arranging refreshments and food, as well as providing extra catering for the visiting Salvation Army band, and transport home for the band would be provided by SDT.

## **5. Correspondence**

### **A. Patching Works 2021/2022**

After consideration of correspondence from OIC Roads Support, copies of which had previously been emailed to members, regarding the planned schedule for patching works throughout Orkney, members asked if it would be possible to find out what section of the Howe road was being done, and it was:

Resolved that the Interim Executive Director would find out and pass the information back to the Community Council via Democratic Services.

### **B. Scottish Flood Forum – Follow Up**

Following consideration of correspondence from the Scottish Flood Forum, copies of which had been previously circulated, regarding feedback from their recent visit to Orkney, it was:

Resolved to note the information provided.

### **C. Winter Service Plan and Policy**

Following consideration of the updated winter service plan and policy, members again queried whether the priorities had been changed following the feedback they had provided on children travelling to school, and it was:

Resolved that the Interim Clerk would check that the requested changes had been made.

### **D. Broadening our Coverage**

Following consideration of correspondence from the Orcadian, copies of which had previously been circulated, regarding community engagement and asking for information on any community events or projects, it was:

Resolved to note the information provided and that an agenda could be provided for future meetings.

## **6. The Smithy**

It was reported that SDT had submitted an offer to the Council for the Smithy and that a business plan had been put to the Scottish Land Fund.

As there had been no information from Shapinsay Heritage, Arts and Crafts as to whether they were planning to use the building, it was agreed to continue paying the hydro costs.

The Interim Clerk also advised that the premises licence had been renewed at a cost of £220, and it was:

Resolved:

- A. To note the information provided.
- B. That the electricity bills would continue to be paid by the Community Council meantime.
- C. That the licence fee had been paid from the Smithy Account.

## **7. Consultation Documents**

### **A. NHS Clinical Strategy**

Following consideration of a consultation document received from NHS Orkney on a review of the clinical strategy, copies of which had previously been circulated to members, it was:

Resolved to note that members had not made any representations to this consultation prior to its closing.

### **B. Short-term Lets Regulations**

Members had previously been sent a copy of the Scottish Government consultation on changes to the short-term lets regulations, and it was:

Resolved to note that the deadline had now passed.

### **C. Local Transport Strategy**

Following consideration of the consultation on the Local Transport Strategy, copies of which had previously been circulated, it was:

Resolved that a draft response would be passed round members for comment prior to submission.

### **D. Aviation Strategy**

Following consideration of the consultation on the aviation strategy, copies of which had previously been circulated, it was:

Resolved that members could submit individual responses if they wished to.

### **E. Introduction of Memorial Permit**

Following consideration of the consultation on the introduction of a memorial permit by Orkney Islands Council, copies of which had previously been circulated, it was:

Resolved to note that members were not opposed to the idea of a memorial permit.

## **F. Strategic Tourism Infrastructure Development Plan**

Following discussion on a consultation that had been circulated regarding the Strategic Tourism Infrastructure Development Plan for Orkney, it was:

Resolved to note that members had no comments to make on the consultation but that the island needed some attractions.

## **8. Financial Statements**

### **A. General Finance Statement**

Following consideration of the General Finance statement, it was:

Resolved to note the estimated balance of £5,848.83 in the General Fund and £8,944.91 in the Smithy Fund as at 9 November 2021.

### **B. Community Council Grant Scheme**

Following consideration of the 2021/2022 Community Council Grant Scheme statement as at 9 November 2021 it was:

Resolved:

1. To note that £1,188.25 remained for allocation in the main capping limit, £676 remained in the additional capping limit, and £654 remained in the island capping limit.
2. That those who had been awarded funding towards road aggregate should be sent a reminder regarding claims.

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

Following consideration of the Community Development Fund, it was:

Resolved to note that £6,315.53 remained available for allocation as at 9 November 2021.

### **D. Seed Corn Fund**

Following consideration of the Seed Corn Fund, it was:

Resolved to note that £3,400 remained available for allocation as at 9 November 2021.

## **9. Financial Requests**

### **A. University Travel – P Dunnett**

Mrs E Phillips declared an interest in the following item and did not take part in any discussions thereof.

Members resumed consideration of a request from M Dunnett, copies of which had previously been circulated, for financial assistance with travel for P Dunnett to return to university, and following consideration, it was:

Resolved that, as this was not something that was normally supported, an award would not be made on this occasion.

### **B. Shapinsay Development Trust – Mobile Library Visit**

Correspondence from Shapinsay Development Trust had previously been forwarded to members for consideration, which asked for assistance with funding an additional visit of the mobile library van to Shapinsay, and it was:

Resolved to note that members had agreed to funding of £224.04 and that CCGS approval had been received.

### **C. Shapinsay Community Association – Christmas Grant**

The Chair declared an interest in this item and did not take part in discussion thereof.

Following consideration of a request which had previously been circulated, from Shapinsay Community Association, for funding towards providing food and refreshments at the tree lighting ceremony, and a Christmas party for the island children, it was:

Resolved:

1. That funding of up to £700 would be provided from the general fund.
2. That the Shapinsay Development Trust representative would ascertain whether SDT would also be willing to contribute towards the party and lighting ceremony.

### **D. Travel Grant – S Dunnet**

Mrs E Phillips declared an interest in the following item and did not take part in any discussions thereof.

Members considered a request from M Dunnett, copies of which had previously been circulated, for financial assistance towards travel for S Dunnett to attend the British Climbing Finals in Southampton. Members discussed the request and agreed that this was a great achievement and fantastic that Shapinsay was being represented at this level and, following consideration, it was:

Resolved to award funding of £200 towards S Dunnet's travel to Southampton and that the Interim Clerk would pass on congratulations and a best of luck message on behalf of the community council.

## **10. Reports from Representatives**

### **A. Planning**

Resolved to note that there was nothing to report in relation to planning.

## **B. Transport**

The Chair reported that she had attended an emergency meeting between OIC, community council representatives and Orkney Ferries to discuss what had happened to cause a recent closure to the bookings office. She advised that the meeting had been useful and informative and that it was reassuring that steps were now being put in place to ensure that this did not happen again, and it was:

Resolved to note the information provided.

## **C. Shapinsay Development Trust**

The SDT representative advised of the progress with the bid to secure ownership of the Smithy, and that there had been a change of office bearers recently, and it was:

Resolved to note the information provided and that it was good to see that progress was being made with the Smithy takeover.

## **11. Publications**

The following publications had been circulated and were noted by members:

- Orkney Ferries - Statistics – June, July and August 2021.
- VAO Newsletter – September and October 2021.
- VAO Training and Funding Update – September, October and November 2021.
- Letter from School Place – September, October and November 2021.
- Healthcare Improvement Scotland – Update – September, October and November 2021.
- Police Scotland – Orkney Area Newsletter – October 2021.
- Scottish Water Newsletter – Autumn 2021 and “Protect Your Pipes”.

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

### **A. Machine in Cemetery**

A member raised the issue of the machinery being used for the digging and pumping out of graves in the cemetery still being left very visible, or worse, in use when mourners were arriving for a burial ceremony, and it was:

Resolved to note this issue but that there was little that could be done about it at this time of year due to the high ground water levels meaning graves often fill with water after digging and therefore need to be pumped out.

### **B. Faded Line Markings**

A member advised that the line marking was becoming very faded at junctions, especially at the north end of Balfour Village, and that it was causing drivers to cut the corner, and it was:

Resolved that Mr S Garson would pass on photographs of the area(s) in question so that the Interim Clerk could report this issue to the relevant department.

## **C. War Memorial**

A member reported that the fencing at the front of the war memorial could do with being repainted, and it was:

Resolved:

1. That the Interim Clerk would try and ascertain who was responsible for the painting.
2. That, if this was a community council responsibility, an advert would go out for a tender for the works.

## **D. Interim Executive Director**

The Interim Executive Director thanked the community council for allowing her to sit in on the meeting, and also thanked them for their help in contributing to the LGC award that Democratic Services had recently won, and it was:

Resolved to note the information provided.

## **E. Wi-Fi in the Community Room**

The Chair asked if there had been any progress with extending the Wi-Fi to the community areas in the school, and it was:

Resolved that the Interim Clerk would make enquiries as to when the works would be complete.

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

Following discussion of possible dates for the next meeting, it was:

Resolved that, pending restrictions, the next meeting of Shapinsay Community Council would take place via Microsoft Teams and in the Boathouse on Tuesday, 8 February 2022 at 19:00.

## **14. Conclusion of Meeting**

There being no further business, the Chair declared the meeting concluded at 20:32.