

# Minute of the Meeting of Westray Community Council held in Westray Community Classroom, Westray School and via Microsoft Teams on Monday, 6 February 2023 at 19:30

## Present:

Mrs E Drever, Mr A Baird, Mr D H Marcus, Mrs J Kirkness, Mr L Pottinger and Mrs R Rendall.

## In Attendance:

- Councillor M Thomson.
- Councillor H Woodbridge.
- Mr K MacPherson, Head of Property, Asset Management and Facilities.
- Mrs J Montgomery, Empowering Communities Liaison Officer/Interim Clerk.

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## **1. Apologies**

Resolved to note that apologies for absence had been intimated on behalf of Councillor S Clackson.

## **2. Adoption of Minutes**

The minute of the meeting held on 28 November 2022 was approved, being proposed by Mrs R Rendall and seconded by Mr D Harcus.

## **3. Matters Arising**

### **A. Village Path**

After hearing a verbal report from the Interim Clerk advising members of plans, permissions required and possible additional inclusions regarding the proposed path, it was:

Resolved that costs should be sought for the provision of plans and permissions and that the information be emailed round members for a decision.

### **B. Beach Toy Libraries**

Following consideration of an update from the Chair advising members that she had been in touch with Mrs J Tulloch regarding the beach toy libraries project advising that should any group wish to take it forward they should contact the Community Council regarding funding, it was:

Resolved to note the content of the report.

### **C. Christmas Tree Lighting**

Members discussed the information provided by the Chair regarding procedures followed for the tree lighting event and the situation regarding the tree at Kalisgarth. The Interim Clerk advised that, if the braid lights remained on the posts all year, there was a requirement for planning permission. Democratic Services would be looking to do a joint planning application for all Community Councils with braid lights, with costs to be split amongst the different areas, and it was:

Resolved:

1. To note the content of the correspondence advising on the procedures for the Tree Lighting event.
2. That arrangements would be made to dismantle the tree at Kalisgarth.
3. That a decision would be taken on the future use of the tree at Kalisgarth once it had been dismantled.
4. That Mr A Baird should forward receipts for the Christmas Lights to allow him to be reimbursed.

5. To note that Democratic Services were looking to submit a joint planning application for all community councils for the braid lights and that there would be a cost to the community council.

#### **D. OIC Wind Farm Fund**

Members were advised that no agreement had been reached regarding the wind farm funds at this stage and that an update would be circulated once available, and it was:

Resolved to note the content of the report.

#### **E. Parking at Doctor's Surgery**

Members were advised that the signs had been made and were in Westray. Mr D Marcus advised that he would arrange for the signs to be put up, and it was:

Resolved to note the content of the report.

#### **F. Pier Improvements**

Members were advised that at present there was no update available on the proposed pier improvements at Gill Pier and the Papay Pier, and it was:

Resolved to note the content of the report.

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

Members were advised that following the request for additional street lighting from Northend to the Hofn the Team Manager Roads Support had advised that at present there was no allocated budget for the installation of new additional street lighting. Members discussed the response and how the corner at the Hofn was a busy area within the region of 11 to 15 teenagers using the Hofn on a regular basis. Also situated in the area was the Fire Station, Bargain Box, OIC owned area including recycling skips and the Chapel of Rest which are all used by the general public. It was reiterated that the requirement of lighting was more of a health and safety issue in a well used very dark area of the road and if consideration could be given to providing even one light at the corner it would be better than no lights, and it was:

Resolved to note that Head of Property, Asset Management and Facilities thought that there was a very good case for consideration to be given to the provision of a light and that he would take the item up with the relevant officers in Orkney Islands Council.

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

Mrs R Rendall advised members that she had not been able to progress this item due to other work commitments but would endeavour to do so before the next meeting, and it was:

Resolved to note the content of the report.

## **I. Signs at Castle of Burrian and Noup Head**

Members were advised that the repairs to the lettering on the signs for the Castle of Burrian and Noup Head were being undertaken, and it was:

Resolved to note the content of the report.

## **4. Correspondence**

### **A. NHS24**

Following consideration of correspondence from Orkney Health and Care regarding the present situation on NHS24, it was:

Resolved:

1. To note the contents of the correspondence.
2. To note that the next joint meeting was due to be held on 27 February 2023.
3. That Mrs R Rendall and Mrs J Kirkness would attend the meeting.
4. That members would speak with Surgery Staff whenever any changes for isles provision were suggested by NHSO.

### **B. Orkney Ferries – Draft Winter Timetables 2024**

Following consideration of the draft timetables and hearing that there were no changes, it was:

Resolved to note the contents of the correspondence.

### **C. Orkney Ferries – Booking System**

Following consideration of correspondence from Orkney Ferries regarding their booking, ticketing and offices systems, it was:

Resolved to forward the following comments to Orkney Ferries:

- The information recently provided to community councils should be sent as a mail drop to every household in the Islands to allow all residents to pass comments if they wish.
- Orkney Ferries correspondence should be made available to local Facebook pages.
- Good communication channels re changes are key when rolling this out.
- Public should be made aware that the booking changes are being made to meet Government Regulations.

### **Bookings and Ticketing**

Phone bookings should remain for those that don't have access to online booking. Booking of commercial vehicles should be introduced to online booking. Ability to amend/cancel bookings online should be created.

Provision should be made to allow online booking for disabled persons who wish to remain in their car.

Price freeze on tickets.

Development of an app that would work with the booking system - prepopulated with all your details and less clumsy than a traditional website - would have timetables/booking/updates/ship tracker/telegram all in one place.

### **Back Office Systems**

Orkney Ferries office – Longer opening hours.

Telegram messaging is very much appreciated and should remain.

Introduction of card payments on ferry welcomed.

Prefunded accounts would be beneficial to ferry users – similar to Oyster Cards used in London.

Also, to express appreciation to Office and Ferry Staff for doing a great job.

### **D. Recycling Collection**

After hearing a report from the Interim Clerk advising that a letter had been sent by Orkney Islands Council to all households regarding the proposed changes to the recycling collection, it was:

Resolved to note the contents of the correspondence and the Community Council's disappointment that the letter had not been sent to Westray residents at the same time as the Shapinsay resident, which had resulted in the community finding out through comments made by Shapinsay residents on the Westray Facebook page, which had subsequently looked as though the Community Council were withholding information from the island residents.

### **E. SCOTO Community Tourism Roadshow**

Following consideration of correspondence from Democratic Services regarding the SCOTO Community Tourism Roadshow, it was:

Resolved:

1. To note that the time of the meeting in Kirkwall did not correspond with transport times from Westray, which was very disappointing.
2. That the information should be forwarded to the Westray and Papa Westray Tourist Association.

### **F. EMEC Billia Croo**

Following consideration of correspondence updating members on the project, it was:

Resolved to note the content of the correspondence.

### **G. COVID Recovery in Local Communities**

Following consideration of correspondence from the COVID Recovery Adviser regarding recovery in the communities following COVID, it was:

Resolved that the information should be passed on to the Community Association.

## **5. Grass Cutting Tenders**

Following consideration of tenders received for the annual grass cutting contracts, it was:

Resolved:

A. That the Kirkyard contracts should be awarded to Mr I Rendall.

B. That the War Memorial contract should be awarded to Mr I Rendall, and that Community Council Grant Scheme should be applied for on the cost.

C. That the tender for the Council houses at Beachgrove and Lastigar should be readvertised and that powers be delegated to Democratic Services and the Chair to open the tenders.

## **6. Financial Statements**

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

Following consideration of the General Finance statement, it was:

Resolved to note the estimated balance of £32,444.44 as at 27 January 2023.

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

Following consideration of the Community Council Grant Scheme statement as at 27 January 2023, it was:

Resolved to note that the balance remaining for approval in the main capping limit was over allocated, £743 remained in the additional capping limit, and £719 remained in the island capping limit.

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

Following consideration of the Community Development Fund, it was:

Resolved to note that £5,000 remained available for allocation as at 27 January 2023.

## **7. Financial Requests**

### **A. North Isles Dance Academy**

Following consideration of correspondence from Ms C Hoque advising member of her wish to return to the island in April to provide further classes, and it was:

Resolved that Mrs R Rendall would ask the Parent Council if they would consider facilitating the classes and should they wish to do so approach the community council for funding.

## **B. Westray Heritage Trust**

Following consideration of correspondence from Westray Heritage Trust requesting financial assistance towards staffing costs for the morning openings in 2023, it was:

Resolved:

1. That £500 being one third of the cost be awarded and the Community Council Grant Scheme assistance should be applied for on the costs.
2. To suggest that Westray Heritage Trust should also contact other funders for assistance with the cost.
3. To suggest that the Trust consider undertaking some means of local fundraising towards their annual costs.

## **8. Consultation Documents**

### **A. Orkney Islands Area Licensing Board – Overprovision Assessment**

Mr A Baird declared an interest in this item and did not take part in discussion.

Following consideration of correspondence regarding the consultation on whether there was an overprovision of licensed premises, it was:

Resolved to note that members were of the opinion that there was not an overprovision of licensed premises in Westray but could not comment on other areas.

### **B. Variable 20mph Speed Limit – Island Schools**

Following consideration of correspondence from Orkney Islands Council regarding the Variable 20mph Speed Limit at Island Schools, it was:

Resolved that this was a long overdue and very welcomed proposal of the 20mph and the flashing lights.

### **C. Verge Maintenance Plan 2023**

Following consideration of the Verge Maintenance Plan 2023, it was:

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

## **9. Reports from Representatives**

### **A. Transport**

The Transport Representative advised that he had attended the Transport Forum meeting held on 17 January 2023. He advised that it would seem that the Forum had less meaning that it once did. It was the same information being discussed along with the same answers being provided resulting in a lack of desire to attend the meetings. There was no business acumen involved and volunteers were expected to

attend meetings during the day when they had their own businesses to run. He felt that new Transport Representatives should be briefed on the present situations to avoid going over historic asks and responses. As Papay and North Ronaldsay faced many similar issues, he felt perhaps they should be addressed in a separate meeting. The Forum has become stagnant which is frustrating for the Representatives and possibly the officers as well, and it was:

Resolved to note the content of the report and feedback the information to Orkney Islands Council.

## **B. Planning**

Resolved to note that there were no planning matters to report.

## **C. Kalisgarth**

Resolved to note that there was nothing to report.

## **10. Publications**

Resolved to note the following publications which had been previously circulated:

- VAO Newsletter – November and December 2022 and January 2023.
- VAO Training and Funding – January 2023.
- Letters from School Place – December 2022 and January 2023.
- Orkney Harbours Offshore Wind Community Newsletter – December 2022.

## **11. Any Other Competent Business**

### **A. Special Collection**

Following discussion regarding the provision of a special collection, members noted that there was a collection this week and there were insufficient funds in the Community Council Grant Scheme to arrange a Community Council funded one, and it was:

Resolved to note the content of the discussion.

### **B. Deposit Return Scheme**

Members discussed the proposed Deposit Return Scheme, and it was:

Resolved to ask Orkney Islands Council via the business letter for additional information on the Deposit Return Scheme.

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

Mrs R Rendall advised that she would be happy to take on the role of Health and Care Representative, and it was:

Resolved that Mrs R Rendall be appointed as the Health and Care Representative for Westray Community Council.

## **D. Roads**

A verbal report was heard regarding the condition of various sections of road in the island, as detailed below:

- Beachgrove Houses – the access road into the houses was in need of repair.
- Rapness Kirkyard Road – the road to the kirkyard was in need of repair. The neighbouring farmer had been approached and would be happy to repair the road if the Community Council was to supply the materials.
- Offlets – Members noted that the offlets that had been cut were doing a good job of running the water off the road but there were several areas where the ditches required to be cleaned out.

Following discussion, it was:

Resolved:

1. That the access road to Beachgrove Houses should be reported.
2. To purchase one 20-ton load of Type 1 aggregates to be delivered to the farmer and that the Community Council would fund the cost of approximately £600 from Community Council Grant Scheme.
3. That the various areas where ditches required to be cleaned would be reported to Orkney Islands Council.

## **E. Community Council Vacancy**

The Interim Clerk advised members that a public meeting could now be held to elect to the vacancy, and it was:

Resolved that members would encourage people to stand for election to the vacancy on Westray Community Council.

## **12. Date of Next Meeting**

Resolved to note that the next meeting would be held on Monday, 27 March 2023 at 19:30.

## **13. Conclusion of Meeting**

There being no further business, the Chair declared the meeting concluded at 21:30.