

Minute of the Meeting of Shapinsay Community Council held in Shapinsay Community Centre and via Teams on Tuesday, 27 September 2022 at 19:00

Present:

Mrs Leanne Bews, Mrs Esther Chaney, Mr Colin Leslie, Mr Darren Muir and Mrs Eileen Phillips.

In Attendance:

- Councillor M Thomson.
- Councillor H Woodbridge.
- Ms L Richardson, Head of Neighbourhood Services.
- Mrs J McGrath, Community Council Liaison Officer.
- Miss J Follwell, Shapinsay Community Council Clerk.

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1. Apologies

Resolved to note that apologies for absence had been received from Councillor S Clackson.

2. Election of Office Bearers

Resolved to note that members of the Community Council appointed the following Office Bearers by secret ballot:

Chair: Mrs Leanne Bews.

Vice-Chair: Mr Colin Leslie.

Transport Representative: Mr Darren Muir.

Planning Representative: Mr Colin Leslie.

3. Adoption of Constitution

Following consideration of the constitution for Shapinsay Community Council, it was:

Resolved to adopt the constitution, and that it should be signed by the Chair.

4. Adoption of Minutes

The minute of the meeting held on 31 March 2022 was approved, being proposed by Mrs E Phillips and seconded by Mr C Leslie.

5. Matters Arising

A. Christmas Lights

The Community Council Liaison Officer advised that there was no update on this item. Members asked for a cost per pole for the Christmas Lights, including the connection etc. The Community Council Liaison Officer agreed to chase this up and circulate any information by email, and it was:

Resolved to note the information and discuss again at next meeting.

B. Recycling Collections

The Head of Neighbourhood Services gave a detailed update of the current position regarding the Shapinsay recycling collections, advising that there was currently no guarantee that recycled waste placed in plastic bags collected from Shapinsay was being recycled. She explained the problems and costs of recycling waste from the islands. Members asked her to give an indication of how often recycling from Shapinsay is actually being recycled, and subsequently heard that there is a proposal to put Shapinsay onto bins for recycling, and that a manager from OIC would be on Shapinsay on 28 September during the recycling collection to review the logistics involved in these changes and location of properties. OIC would be working through this new system which would include a survey to check the number

of wheelie bins currently on the island and would ask for support from the CC with this.

There was also a discussion about the Community Recycle Bins that were previously located in the village but were removed as it was felt they took up too much space. Following discussion, it was:

Resolved:

1. That Democratic Services would provide a response as soon as there is an update from Neighbourhood Services, OIC regarding the recycling bins.
2. That the Head of Neighbourhood Services would provide the CC with percentage figures for the number of recycling collections which have not been recycled this year.
3. That Shapinsay CC members would review if the large community recycling bins were required and a more suitable location site and discuss at the next meeting.

C. Roads Operative

Members were informed that there was now a Roads Operative in post. Members again commented that they thought the post should be full time. They were advised that OIC were looking at removing the requirement for an HGV licence from the job description and that this may help with attracting applicants for the post, and it was:

Resolved to monitor the situation and carry forward to the next meeting.

D. Kirkyard Gates

It was reported that the big gates had been completed and invoice paid. The smaller gates would hopefully be included in the North Isles Landscape Partnership Scheme projects. It was reported that the railings at the War Memorial require attention, to be included in the North Isles Landscape Partnership Scheme projects, and it was:

Resolved that the Community Council Liaison Officer would chase up.

E. Benches

Members reported that the three recycled plastic benches were delivered and put in place as agreed and heard that the invoice had been paid. Members requested that a tender should be advertised for the repair, painting and Storage of the CC benches over the winter period, and it was:

Resolved:

1. That Mr Colin Leslie and Mr Darren Muir would check the number of benches, condition and location and inform the Clerk.
2. That the Clerk would advertise the tender with a closing date by the next meeting.

F. Portacabin at Shapinsay Pier

Marine Services were looking to replace the portacabin, however it was to be left in-situ meantime to provide some form of shelter for ferry foot passengers, and it was:

Resolved that the Community Council Liaison Officer would ask Marine Services for an update on this item.

G. Waiting Rooms at Kirkwall and Shapinsay Piers

It was reported that the anti-social behaviour seemed to have reduced, possibly due to the Ferry Crew locking the waiting room when the last boat departed Kirkwall. It was mentioned that Marine Services had suggested in the past that they would consider 'doing up' the waiting room if the vandalism ceased. It was also reported that the NILPS were considering a project involving the Shapinsay Waiting Room and that some repair work could be undertaken at that time, and it was:

Resolved that the Community Council Liaison Officer would make enquiries about improvements to Kirkwall and Shapinsay waiting rooms.

6. Correspondence

A. Community Ownership Fund

Members had previously been circulated information regarding the Community Ownership Fund, and it was:

Resolved to note the information provided.

B. eBike Grant Fund

A copy of correspondence from the Energy Savings Trust had previously been circulated to members, regarding funding available, and it was:

Resolved to note the information provided

C. VAO – Small Grants Scheme

Correspondence from VAO regarding the Small Grants Scheme had previously been circulated to members, and it was:

Resolved to note that the closing date had since passed.

D. SDT Letter – Pier Parking/Floating Pontoon

A letter from SDT had been circulated, outlining some projects that they would be interested in pursuing. After consideration of the projects, it was agreed that additional car parking near the pier and a floating pontoon would be beneficial to both residents and visitors to Shapinsay. The removal of scrap cars and no long-term overnight parking on the pier should be enforced to allow car park space to be freed up for ferry passengers, and it was:

Resolved:

1. That the Community Council Liaison Officer would contact Marine Services regarding the Harbours Masterplan to see if this work could be incorporated into their plans.
2. That members would obtain further information from OIC regarding the Scrap Car Scheme and advertise to Shapinsay residents.

E. Neighbourhood Services and Infrastructure - CC Meetings

Correspondence from the Corporate Director of Neighbourhood Services and Infrastructure had previously been circulated to members. The information was welcomed by members and they felt it was good to have OIC officers attending in person or via Teams, and it was:

Resolved to note the information provided.

F. Scottish Sea Farms – Proposed New Farm

Correspondence from Scottish Sea Farms had previously been circulated to members, explaining that they proposed to put in a planning application for a new farm at Veantrow and that they would be happy to visit Shapinsay to talk to residents.

A separate correspondence had been received regarding beach cleans and enquiring how best to access some of the beaches around the island, and it was:

Resolved:

1. That Mr Colin Leslie was happy for his details to be passed on to SSF in relation to information on access to beaches.
2. That the Community Council Liaison Officer would liaise with Scottish Sea Farms to arrange a date to visit Shapinsay, and that any date would then be advertised widely within the community.

G. Memorial Inspections

Correspondence from the Burial Ground Officer had previously been circulated to members, regarding inspections that had recently taken place around Shapinsay. Members were pleased to hear that none of the memorials were considered dangerous and needing action, and it was:

Resolved to note the information provided.

H. Outdoor Access, Walking and Cycling

Members discussed correspondence which had previously been circulated from the Service Manager, Development and Marine Planning, asking for suggestions on potential projects for funding for pathways. Members suggested a path in the village, at the bottom of Balfour Mains Road, the possibility of a pavement from the council houses round the corner past Elwick, and a drop kerb and pavement behind the current parking in front of Shapinsay school, and it was:

Resolved that the Community Council Liaison Officer would pass these as potential projects to Development and Marine Planning.

I. Air and Ferry Services Consultative Forum

It was agreed that Mr Darren Muir would represent Shapinsay Community Council as Transport representative at the next forum meeting on 24 October 2022. Items discussed to be taken forward to the meeting were additional special requests for ferry crossings, plans to continue with the 50 ticket books, and would Shapinsay be given the Thorsvoe next year as none of the promised temporary improvements had been provided.

It was requested that the CC ask the Head of Marine Services, Transportation and Harbour Master to attend a meeting. Members discussed their ongoing concerns with the need for replacement ferries and the need for the islands to come together to support the efforts to do so. Shapinsay offered support and to communicate all issues to Councillor Woodbridge and Thomson, but also to contact other Community Councils to ask them to do the same. Following discussion, it was:

Resolved:

1. That the Transport Representative would take forward points raised to the next forum meeting.
2. That the Chair would write to all Community Councils on behalf of Shapinsay Community Council to request support for the campaign to replace ferries.
3. That Councillor Woodbridge would ask the Head of Marine Services, Transportation and Harbour Master to attend a future meeting.

J. SDT - Invite to Appoint a Co-opted Director

An invite had been extended to SCC to appoint a representative to the board. Mrs Esther Chaney had provisionally agreed to becoming a Director of SDT representing the Community Council but wanted to find out more about the role before she formally accepted the position, and it was:

Resolved that Mrs Esther Chaney would arrange to meet with SDT to find out more information about the role.

K. Shapinsay Cycle Shelter

Correspondence regarding HITRANS funding for a bike shelter had been previously circulated to members and they were informed that a decision regarding the type of cycle shelter would need to be made as soon as all the information was available, liaising with SDT, and it was:

Resolved that the Chair would liaise with members regarding the preferred option over the next couple of weeks and inform the Community Council Liaison Officer of the decision so that the project could be progressed.

L. Shapinsay Recycling

Correspondence regarding what was happening with the recycling collections in Shapinsay had previously been circulated and the item had been discussed earlier in the meeting. A further issue regarding rubbish being burnt on the beach was also discussed, and the Head of Neighbourhood Services suggested that this issue was not something the Community Council had any power over and the resident should refer any questions directly to Environmental Health, and it was:

Resolved that the Clerk would write to the resident to explain that the community council could not take this any further and to advise who to contact at OIC.

M. Letters of Support for SDT Projects

Members heard that two letters of support had been requested by SDT for the following Feasibility Study for the Enterprise Zone, and for the Warm Hub coordinator/support worker, and it was:

Resolved to note that the Community Council Liaison Officer had already sent letters of support to SDT, following the agreement of CC members.

7. The Smithy

It was reported that SDT were in the process of seeking planning permission from OIC and getting the licence transferred before work begins. SDT had not yet made any decisions about the items which they may want to purchase for the Smithy, but will be in touch with the Community Council in due course. The contents of the Smithy were gifted to SDT, as agreed previously by email, and it was:

Resolved:

A. That SCC would await contact from SDT with regards to any request for help purchasing equipment.

B. That the Community Council Liaison Officer would work with SDT to help transfer the licence.

8. Consultation Document - Social Security

Members heard that the Scottish Government was currently consulting on Scotland's Social Security system: enhanced administration and compensation recovery and planning a series of engagement events. The Scottish Islands Federation had been asked to support an island community event, and would need to be informed by 3 October if Shapinsay wanted one, and it was:

Resolved to note the information on the consultation.

9. Financial Statements

A. Annual Accounts

Following consideration of the annual accounts for Shapinsay Community Council for the financial year ended 31 March 2022, it was:

Resolved to note the balances.

B. General Finance Statement

Following consideration of the General Finance statement, it was:

Resolved to note the estimated balance of £7,043.08 in the General Fund and £5,895.68 in the Smithy Fund as at 15 September 2022.

C. Community Council Grant Scheme

Following consideration of the 2022/2023 Community Council Grant Scheme statement as at 15 September 2022, it was:

Resolved to note that there was £1,601 remaining in the main capping limit, £557.62 remained in the additional capping limit, and £719 remained in the island capping limit.

D. Community Development Fund

Following consideration of the Community Development Fund, it was:

Resolved to note that £3,627.53 remained available for allocation as at 15 September 2022.

E. Seed Corn Fund

Following consideration of the Seed Corn Fund, it was:

Resolved to note that £3,400 remained available for allocation as at 15 September 2022.

10. Financial Requests

A. Shapinsay School – Kirbuster Farm Trip

Resolved to note that members had agreed to CCGS funding of £308.96 towards a trip in May 2022 and that the trip had been a success.

B. Sean Dunnett – Various Climbing Competitions

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

Members considered a request which had been made on behalf of Sean Dunnett, copies of which had previously been circulated, for financial assistance with travel costs to attend four climbing competitions with the national squad, and it was:

Resolved to make a general fund donation of £50 per trip, totalling £200.

C. Shapinsay Fireworks

Members considered a request from Shapinsay Community Association for financial assistance towards the Shapinsay Fireworks Event, and it was:

Resolved to make a donation of £500, subject to CCGS approval.

D. Shapinsay Public Toilet Cleaning

Members considered a request from Shapinsay Community Association for funding to pay for the cleaning of Shapinsay Public Toilet for the period October 2022 to March 2023, and it was:

Resolved to make a payment of £250 to cover the full amount of the tender quote, subject to CCGS approval.

E. Christmas Celebrations Grant

Members considered a request from Shapinsay Community Association for financial assistance towards the refreshments at the Christmas Tree lighting and the party/presents for the children, and it was:

Resolved to make a donation of up to £650 on production of receipts, subject to CCGS approval.

F. Shapinsay School Trip – October 2022

Members considered a request from Shapinsay School to fund a school trip to Sheila Fleet, Orkney Cheese and Ortak on 5 October 2022, and it was:

Resolved to make a donation of up to £250, subject to CCGS approval.

11. Reports from Representatives

A. Planning

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

B. Transport

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

C. Shapinsay Development Trust

Resolved to note that SDT had now purchased the Smithy and submitted a planning application to OIC.

12. Publications

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

- Scottish Health Research Register Information.
- Scottish Rural Action Newsletter – June and August 2022.
- VAO Newsletter - June and July 2022.
- VAO - Training and Funding Update - June, July, August and September 2022.
- Isles Special Collection Rota – October 2022 to March 2023.
- Letter from School Place - June, July, August and September 2022.

- Info Update: Healthcare Improvement Scotland Community Engagement Orkney Team.
- Island Wellbeing Project – Survey Findings.

13. Any Other Competent Business

A. Shapinsay Christmas Tree Lighting

Following discussion with members, it was:

Resolved:

1. That the event would take place on Friday, 2 December at 19:00 with the same format as 2021.
2. That the Community Council Liaison Officer would contact the Salvation Army Band to ask if they are able to play at the event.
3. That the Clerk would complete the EMP and submit to the council by the 17 October deadline.
4. That the event should be advertised on the Shapinsay FB page and by posters, and that the Chair and CC Clerk would organise this.

B. Shapinsay Fireworks

Following discussion with members, it was:

Resolved:

1. That the event would take place on Friday, 4 November 2022 with the same format as 2021.
2. That the Chair would complete the EMP and submit to the council by the 17 October deadline.
3. That the event should be advertised on the Shapinsay FB page and by posters, and that the Chair and CC Clerk would organise this.

14. Date of Next Meeting

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

Resolved that the next meeting of Shapinsay Community Council would take place on Thursday, 24 November 2022 at 19:00.

15. Conclusion of Meeting

There being no further business, the Chair declared the meeting concluded at 21:55.