

Minute of the Blended Meeting of St Andrews and Deerness Community Council held in St Andrews Primary School and via Microsoft Teams on Wednesday, 22 March 2023 at 19.30

Present:

Mr T Craigie, Mr L Flett, Mrs L McAdie and Mr P Thomas.

In Attendance:

- Councillor J Moar.
 - Councillor R Peace.
 - Councillor G Skuse.
 - Mr R Mackay, Head of Planning and Community Protection.
 - Mrs J Montgomery, Empowering Communities Liaison Officer.
 - Mrs J Lennie, Clerk.
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- One member of the public.

Order of Business

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1. Apologies

Resolved to note that apologies for absence had been received from Mr I Rendall.

2. Adoption of Minute

The minute of the meeting held on 7 December 2022 was approved, being proposed by Mr L Flett and seconded by Mr P Thomas.

3. Matters Arising

A. Kirkyard Maintenance Contract

Mr T Craigie declared an interest and left the meeting during discussion of this item.

Mr P Thomas advised that due to Mr T Craigie declaring an interest that any decision made would be pending approval by Mr I Rendall in order to be quorate.

The Chair advised that the 2023-2025 Kirkyard Maintenance Contract had required to be advertised twice. It was noted that, following the first advertisement of all contracts, Mr J Wick had tendered for the Deerness Kirkyard only and members had agreed, by e-mail, that his tender be accepted. Following the second advertisement for the St Andrews and Hall of Tankerness Kirkyards Maintenance Contracts, one tender had been received and this tender was opened, and it was:

Resolved:

1. To note that Mr J Wick had already been awarded the tender for the Deerness Kirkyard.
2. That, subject to approval by Mr I Rendall, T and K Craigie should be awarded the tender for St Andrews and Hall of Tankerness Kirkyards.

Mr T Craigie re-joined the meeting.

4. Consultation Documents

A. Application for Variation of Premises Licence – Deerness Stores

Following consideration of the Application for Variation of Premises Licence for Deerness Stores regarding the relocation of Off-sale Alcohol Display area in redeveloped shop, retaining existing capacity of eight square metres, which required a response by 30 January 2023, it was:

Resolved to note that all members responding to this consultation document had positive comments regarding this application.

B. Orkney Harbours Masterplan

Following consideration of the Orkney Harbours Masterplan, pre-application notification and consultation, which required a response by 15 February 2023, it was:

Resolved to note that no response from members had been received.

C. Orkney Islands Area Licensing Board – Overprovision Assessment

Following consideration of the consultation from Orkney Area Licensing Board regarding an overprovision assessment, which required a response by 17 March 2023, it was:

Resolved to note that no response from members had been received.

5. Correspondence

A. SCOTO Community Tourism Roadshow

Following consideration of correspondence from SCOTO inviting members to attend the Orkney event of the SCOTO Community Tourism Roadshow 2023 on 10 March 2023, it was:

Resolved to note the information provided.

B. EMEC Billia Croo Section 36 Consent

Following consideration of correspondence from Marine Scotland advising that an application had been made and Scottish Ministers had granted consent for the EMEC Billia Croo wave test site, with a combined maximum generating capacity of 20MW from wave energy converters installed at the site, it was:

Resolved to note the information provided.

C. Funding Opportunity from WHP Telecoms

Following consideration of correspondence from Councillor G Skuse regarding the launch of community benefit funding from WHP Telecoms, the infrastructure provider for the Scottish 4G Infill programme, it was noted that this funding is available to projects within a 10km radius of the S4GI mast in Deerness and that the fund is especially interested in supporting projects with a digital theme, and it was:

Resolved:

1. To note the information provided.
2. To note that the Clerk had sent this information to local outlets.

D. Memorial Repair Update and Reminder

Following consideration of correspondence from OIC advising that this was the final call for arranging repairs to fifty-six dangerous memorials identified in Orkney cemeteries. Repairs can be arranged by families and should be notified to the Burial Grounds Officer, OIC otherwise works to make the memorials safe will be planned to start in April 2023, it was:

Resolved to note the information provided.

E. Covid Recovery in Local Communities

Following consideration of correspondence from The Covid Recovery Officer, OIC regarding advice, support and reassurance that can be provided to the local community to reinstate activities safely that have not reopened since the Covid pandemic, it was:

Resolved to note the information provided.

F. Voluntary Action Orkney (VAO)

1. Small Grants Scheme 2023/2024

Following consideration of correspondence from VAO regarding the 2023/24 small grants scheme that is open to applications from constituted group and organisations with charitable objectives, it was:

Resolved to note the information provided.

2. The National Lottery Community Fund Information Session

Following consideration of correspondence received from VAO regarding the National Lottery Community Fund information sessions to be held in Orkney from 22 - 24 March 2023, it was:

Resolved to note the information provided.

G. Scottish Island Federation (SIF)

1. Upcoming Consultations and Events

Following consideration of correspondence from SIF regarding a number of upcoming consultations and events, it was:

Resolved to note the information provided.

2. Online Members Evening and AGM

Following consideration of correspondence from SIF regarding their members evening and AGM on 2 March 2023, it was:

Resolved to note the information provided.

H. Orkney Harbours – Pre-Application Notification

Following consideration of correspondence from Democratic Services regarding the proposed two developments forming part of the Orkney harbours Masterplan: Scapa Deep Water Quay and the Orkney Logistics base at Hatston, requesting that members view the consultation and provide feedback, it was:

Resolved to note the information provided.

I. SSEN Distribution – Online Event – Creating a Home Emergency Plan

Following consideration of correspondence from SSEN regarding the creation of a home emergency plan with SSEN with online sessions available in February and March 2023, it was:

Resolved to note the information provided.

J. Brough of Deerness, Deerness

Following consideration of correspondence from the Service Manager (Development and Marine Planning) updating members on work required to fully open the footpath at the Brough of Deerness for summer 2023, it was:

Resolved to note the information provided and that the re-opening of the footpath was a positive outcome for the summer season.

K. SEPA 2023 – Opinion Survey

Following consideration of correspondence from SEPA inviting members to participate in their 2023 Opinion Survey which had an extended deadline for response, 24 March 2023, it was resolved:

1. To note the information provided; and
2. That this survey required to be responded to as an individual rather than with a corporate response.

L. Crofting Commission – Area Representative Recruitment 2023

Following consideration of correspondence from the Crofting Commission inviting members to find volunteers from within the crofting counties to apply to become a Crofting Commission Area Representative and to display a poster advert in local communities, it was resolved:

- 1 to note the information provided; and
- 2 that the Clerk had sent the poster for display in local outlets.

M. Funding for Coronation Events

Following consideration of correspondence from Democratic Services advising that an application has been submitted to the National Lottery Awards for All Scotland Fund for extra funding to support community events for the Coronation of King Charles III on 6 May 2023 however, notification of the successful application may be delayed and therefore Community Councils may wish to approve donations from their general fund or CCGS to local groups, it was:

Resolved to note the information provided.

N. Thank You Letters

Following consideration of thank you letter received from Deerness SWI, Mrs M Cooper, Mrs J Baillie, Mrs D Steel, Miss A Lennie and Deerness Community Centre Association for financial assistance provided, it was:

Resolved to note the contents of the correspondence.

6. Financial Statements

A. General Finance

After consideration of the General Finance statement as at 9 March 2023, it was:

Resolved to note that the estimated balance was £15196.97.

B. Community Council Grant Scheme

Following consideration of the 2022/2023 Community Council Grant Scheme statement as at 9 March 2023, it was:

Resolved to note the balance remaining for approval was £2437.80 from the main capping limit and £743 from the additional capping limit.

C. Ayrenergy Ltd Fund

Following consideration of the Ayrenergy Ltd Fund Statement as at 9 March 2023, it was:

Resolved to note that the estimated balance was £10347.46.

7. Financial Requests

A. Travel Grant Assistance

Following some discussion, the Clerk advised that at the last meeting the travel assistance grants had been individually increased however, consideration had not been given to the maximum grant award restriction available to any individual for travel assistance in a financial year clause and Mr L Flett proposed the travel assistance maximum grant available annually and in any financial year available to an individual for travel assistance be increased to £240 and this was seconded by Mr T Craigie and unanimously approved, and it was:

Resolved:

1. That the maximum travel assistance available to an individual in a financial year be increased to £240.
2. That the Clerk updates the website and travel assistance guidelines with this information.

1. Girlguiding Orkney

Members considered correspondence from Girlguiding Orkney requesting travel assistance for five local girls to attend the West End performance of “Charlie and the Chocolate Factory” in Aberdeen on 18 March 2023.

Mr P Thomas wished to know if this funding was paid to the individuals travelling for their expenses or was this funding paid directly to Girlguiding Orkney and paid into an account and used towards the overall expenses for the event, as he recognised that individual Community Councils could support their local participants variably depending on finances available to them at any given time and it would be important to ascertain whether this travel assistance grant benefitted the five local girls fully. The Clerk advised that as the application was submitted by Girlguiding Orkney then payment would be processed by OIC to Girlguiding Orkney and not to the individual five girls. The Clerk advised that a clause was added to the award of funding letter sent to travel assistance recipients whereby, if any individual could not travel to an event then that individual’s grant requires to be repaid to this Community Council. Mr P Thomas proposed that a further clause be added to the letter advising of award of travel assistance funding, whereby the payment awarded from this Community Council must only go towards any local individual/s participating in an event/s expense and, unanimously, this was approved by members, and it was:

Resolved:

1. To award Girlguiding Orkney £200, towards the five local girl’s participation in the Aberdeen Theatre trip.
2. That the Clerk would include the new clause in any award of funding letter made to a group/organisation.

2. Ellen Cooper

Members considered correspondence from Ellen Cooper requesting travel assistance for her participation in an Under-17 netball district and development competition in Aberdeen from 24-26 February 2023, and it was:

Resolved to award Ellen Cooper a £40 travel assistance grant.

3. Amelie Nicolson

Members considered correspondence from Amelie Nicolson requesting travel assistance for her participation in the Mina Mackay Festival of Highland Dance in Keiss on 4 March 2023, it was:

Resolved to award Amelie Nicolson a £40 travel assistance grant.

4. Orkney Amateur Swimming Club (OASC)

Members considered correspondence from OASC requesting travel assistance for three local competitors’ participation in the Pentland Pentaqua competition in Wick on 26 March 2023. Mr P Thomas again advised that the Clerk should add the new clause, as per Item 7 A. 1., and it was:

Resolved:

1. To award OASC £120, towards the three local competitors' participation in the Pentland Pentaqua competition.
2. That the Clerk includes the new clause in the award of funding letter to OASC.

5. Sam and Jody Groundwater

Members considered correspondence from Sam and Jody Groundwater requesting travel assistance for their participation in the Senior Inter County versus Shetland on 25 March 2023 and the Island Games in Guernsey in July 2023, and it was:

Resolved to award Sam and Jody Groundwater £40 travel assistance each for their participation in each of the two events, totalling £160.

B. Deerness Community Centre Association (DCCA)

Councillor J Moar joined the meeting during discussion of this item.

Members considered correspondence from DCCA requesting financial assistance for the cost of the 2023 season grass cutting at Deerness Community Centre and following some discussion, members noted that DCCA application was not made on the correct financial application form and there was no submission of their most recent bank account and financial accounts lodged with the Scottish Charities Register, and it was:

Resolved to defer this application to the next meeting pending the submission of a correct financial application form, DCCA's recent bank account and their financial accounts lodged with the Scottish Charities Register.

C. East United Football Club

1. Unsigned Financial Application Form/s

Members advised and approved that all financial application forms must be signed, and financial information provided in order for any financial application to be given consideration by this Community Council. The ECLO advised that, currently, this was not required by the Finance Department, OIC, and it was:

Resolved that in order for any financial application to be considered by this Community Council; the application must be signed and financial information requested must also be provided for member's attention.

2. EUFC Financial Application Form

Members considered correspondence from EUFC requesting financial assistance towards the 2023 maintenance of St Andrews Pitch for EUFC, St Andrews Parish Team and Deerness Parish Team. Following some discussion and with regard to an improved application, it was:

Resolved that EUFC's application was deferred to the next meeting, pending an improved signed application and submission of their most recent bank account and/or building society statements.

D. Bag the Bruck Scheme 2023

Members considered correspondence from Democratic Services regarding the Bag the Bruck Scheme 2023. The Chair asked members if they wished to approve a CCGS allocation of £300 for organisations participating in the Bag the Bruck event. Members also considered whether to advertise the scheme locally however, it was noted that two financial applications had already been received for 2023, and it was:

Resolved:

1. That the Clerk should make an application to the CCGS for the Bag the Bruck grant totalling £300.
2. That Bag the Bruck would not be advertised in local outlets in 2023.

1. 1st St Andrews and Deerness Brownies and Guides

Members considered correspondence from 1st St Andrews and Deerness Brownies and Guides requesting financial assistance towards their participation in the Bag the Bruck Scheme 2023, and it was:

Resolved:

- A. To award 1st St Andrews and Deerness Brownies and Guides a grant totalling £150, subject to approval from the CCGS.
- B. That the remaining £8 would be funded from the general fund.

2. St Andrews Primary School (SAPS)

Members considered correspondence from SAPS requesting financial assistance for the bus hire for Primary One and Six's participation in the Bag the Bruck Scheme 2023, and it was:

Resolved:

- A. To award SAPS a grant totalling £150 for the bus hire, subject to approval from the CCGS.
- B. That the remaining £8 would be funded from the general fund.

8. Publications

The following publications had been made available for members to view and were noted:

- Scottish Rural Action – December 2022, January and February 2023 Newsletter.
- VAO – December 2022, January and February 2023 Newsletter and Training and Funding Newsletter – January and February 2023.

- NHS Health Improvement Scotland – Online Xmas Card/Good to Share – February 2023.
- Orkney Harbours – Offshore Wind Newsletter.

9. Any Other Competent Business

A. Horries Road, Deerness

Mr L Flett advised, that, in the recent snow and frost, the Horries Road, Deerness had not been gritted and with NHS employees and elderly resident in this road it had caused problems with access and exit on icy roads, including with carers attending the elderly, resulting in assistance being required and provided by a local farmer. He had asked Councillor J Moar for assistance in addressing this issue however, as it was a Priority Three road then this road would only be treated after three days of snow and when Councillor J Moar had explored the option of two grit bins; for positioning at either end of the Horries Road, he had been advised that none were available at OIC. Councillor J Moar advised that another possible option that could be considered would be to relocate the grit bin from the Stove Road to the Horries Road, Deerness. Therefore, Mr L Flett was requesting that this Community Council feedback the issue in the next Winter Maintenance Plan Consultation. Councillor G Skuse suggested that the Head of Planning and Community Protection was attending online and could perhaps provide assistance and feedback an update to the Clerk for a future meeting. He agreed to do this and the ECLLO advised that the Clerk should also report this issue to Democratic Services in her Business of Meeting letter from this meeting. Following further discussion, it was:

Resolved:

1. That consideration be given to providing feedback on the Horries Road to the next Winter Maintenance Plan Consultation.
2. That the Head of Planning and Community Protection would investigate the grit bin option and report back to the Clerk.
3. That the Clerk report this also to Democratic Services via the Business Letter.

B. Brig at Willowvale, Tankerness

Members reported that the brig at Willowvale, Tankerness, required repair to the wall as two separate accidents had occurred at this location, and it was:

Resolved that the Clerk report this to Democratic Services via the Business Letter.

10. Date of Next Meeting

Following consideration of the dates of the next meetings, it was:

Resolved:

- A. That members wished to cancel the meeting scheduled for Wednesday, 19 April 2023.

B. That the next meeting would be held on 14 June 2023 in St Andrews Primary School at 19:30.

11. Conclusion of Meeting

There being no further business, the Chair declared the meeting closed at 20:45.