

# **Minute of the Meeting of St Andrews and Deerness Community Council held in St Andrews Primary School and via Microsoft Teams on Wednesday, 26 June 2024 at 19.30**

## **Present:**

Mr T Craigie, Mr L Flett, Mrs N Linklater, Mrs L McAdie, Mr D Paterson and Miss R Russell.

## **In Attendance:**

- Ms H Green, Corporate Director Neighbourhood Services and Infrastructure (via Teams).
- Councillor J Moar.
- Councillor R Peace.
- Councillor G Skuse.
- Mrs J Lennie, Clerk.

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## **1. Apologies**

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

## **2. Election of Office Bearers**

### **A. Chairperson**

The Clerk took the Chair and advised members that Mr I Rendall, who was absent from the meeting, had advised that he did not wish to be elected to any of the positions. Following a secret ballot, it was:

Resolved that Mrs L McAdie be appointed Chairperson of St Andrews and Deerness Community Council.

Mr D Paterson joined the meeting at this point.

### **B. Vice Chairperson**

Following a secret ballot, which did not provide a clear majority; with Mr L Flett, Mrs N Linklater and Mr T Craigie receiving two votes each. Mr T Craigie advised that he did not wish to be considered for this position and withdrew his name. A second vote took place between Mr L Flett and Mrs N Linklater and a clear majority was not reached again, as they received three votes each. Councillor G Skuse was requested to assist by drawing the name of the Vice-Chair by lot, and it was:

Resolved that Mrs N Linklater be appointed Vice Chairperson of St Andrews and Deerness Community Council.

### **C. Planning Representative**

Unanimously, it was:

Resolved that Mr T Craigie be appointed Planning Representative for St Andrews and Deerness Community Council.

### **D. Contact member for Grass Cutting Contractors and Inspector of Kirkyards**

Unanimously, it was:

Resolved that Mr D Paterson would be the contact member for grass cutting contractors in St Andrews and Miss R Russell in Deerness, and each would inspect their respective areas Kirkyard's on behalf of the Community Council and be a contact for the grass cutting contractors.

## **3. Adoption of Minute**

The minute of the meeting held on 20 March 2024 was approved, being proposed by Mr T Craigie and seconded by Mr L Flett.

## **4. Matters Arising**

### **A. Consideration of the 2024/2025 Education Grant**

Following consideration of 2024/2025 Education Grant and policy, and following discussion, it was:

Resolved:

1. That members approved a 2024/2025 Education Grant, as per previous policy.
2. That the education grant would be advertised on the Community Council's website, local outlets, and at Orkney College and Kirkwall Grammar School.
3. That the education grant would have a set fund limit of £5,000 and that, following consideration of the annual education grant applications, any funding not disbursed would be returned to the main Ayrenergy Ltd fund.
4. That the closing date for Education Grant applications for 2024/2025 would be 27 August 2024.

### **B. Consideration of the Travel Grant Policy**

Following consideration of the 2024/2025 travel grant rates, copies of which had been circulated, it was:

Resolved that the policy and conditions for travel grants in 2024/2025 be as follows:

- £15.00 grant for travel within Orkney.
- £40.00 for travel within the UK and out with Orkney.
- £70.00 for travel out with the UK.
- That any individual can claim travel grants up to a maximum of £240 in any given financial year, which could be any combination of the three travel grant rates as detailed above. Holm Community Council mirrors this community council's policy in order that school travel grants are the same.

### **C. Historic Marine Protected Areas Proposals**

Members considered correspondence from the Marine Directorate, Scottish Government regarding this Community Council's 2019 response to the consultation, "Proposals to designate two Historic Marine Protected Areas" with one site in Scapa Flow and the second site, the Queen of Sweden wreck near Lerwick. This consultation had not been progressed due to the consequential impacts of Covid-19, and the Scottish Government wished to ascertain whether this Community Council's response aligned with the 2019 response or not, and it was:

Resolved that the Clerk writes to the Marine Directorate, Scottish Government advising that this Community Council's response aligns with their 2019 response; whereby this Community Council is fully supportive of these works and view it as vital for future generations learning also.

## **5. Consultation Documents**

### **A. Orkney Islands Council Housing Survey**

Following consideration of Orkney Islands Council's Housing Survey, which required a response by 29 April 2024, it was:

Resolved to note this information and that the Clerk had received no response from members.

### **B. Island Connectivity Plan**

Following consideration of the Transport Scotland, Islands Connectivity Plan and member's invitation to attend an engagement session on 2 May 2024 in the Pickaquoy Centre, Kirkwall, it was:

Resolved to note this information.

### **C. Review of Areas Most at Risk of Flooding Across Scotland**

Following consideration of the Scottish Environment Protection Agency's consultation document, Review of Areas Most at Risk of Flooding Across Scotland, which required a response by 24 June 2024, it was:

Resolved to note this information and that the Clerk had received no response from members to this consultation.

### **D. Review of Gambling Policy**

Following consideration of Orkney Islands Area Licensing Board's Review of Gambling Policy, which required a response by 28 June 2024, it was:

Resolved that the Clerk sends to Democratic Services this community council's corporate response advising that members had no comment to make regarding this consultation.

### **E. Scottish Fire and Rescue Service National Public Consultation**

Following consideration of the Scottish Fire and Rescue Service, National Public Consultation and invitation to attend an online focussed discussion group pre-consultation exercise and to submit a response by 30 June 2024, it was:

Resolved to note this information and that members should individually respond to this important consultation.

### **F. Review of Orkney's Local Development Plan (OLDP)**

Following consideration of the Review of Orkney's Local Development Plan and links to questionnaires, which required a response by 30 September 2024, the Chair advised that she had invited Mr D Manson, Planner, OIC to the next meeting on 28 August 2024 to discuss the OLDP and the Local Places Plan, and it was:

Resolved to note the information provided.

## **G. 20 MPH Extents in St Andrews**

Following consideration of the Scottish Government Consultation regarding 20mph extents in St Andrews which required a response by 16 July 2024, it was:

Resolved that members fully approved this proposal to extend the 20 mph speed limit at St Andrews Primary School to a 20 mph zone at all times.

## **6. Correspondence**

### **A. Scottish Environmental Protection Agency (SEPA)**

#### **1. Disrupting Criminal Dumpers**

Following consideration of correspondence from SEPA raising awareness of illegal waste collection services, which are at an all-time high and requesting that the public ensures that their waste collection is made by a registered and licensed carrier, it was:

Resolved to note this information.

#### **2. Scottish Waste from all Sources**

Following consideration of correspondence from SEPA advising that, whilst recycling continues to increase in Scotland, SEPA would like to encourage the public and business sector to grow further in reducing the reliance on landfill, it was:

Resolved to note this information.

### **B. Make Ways – New, Bad and Needed Paths**

Members considered correspondence from Councillor R Peace advising that Make Ways, an English based pilot citizen project, which wished to highlight good walking paths, bad walking paths and where new or better walking ways were needed in the East Mainland, South Ronaldsay and Burray, Orkney and inviting members and the public to contribute to this by sharing online via a map and adding relevant information to allow interested members of the public to access this information.

The Chair and Councillor G Skuse advised that the path along by the Barns, Tankerness, leading to Kirkwall Airport was badly in need of repair and could be upgraded and linked to the core path at Inganess, St Ola. Mr D Paterson advised that landowners consent would be required and he asked if members knew who owned the land in this area as some rights of way had been closed off for a number of years. He thought consent for a path from landowners was essential, before any further progression was made. The Chair advised that this was a suggestion and that further checks would be required with OIC.

Councillor G Skuse put forward other suggestions, and land ownership was discussed.

The Corporate Director, Neighbourhood Services and Infrastructure, advised that the newly appointed OIC Rural Planner could investigate these issues and that they

would be in post in July 2024. In the meantime, members could log these issues with the Team Manager, Development and Marine Planning, OIC. The Chair asked if there was funding for the creation/upgrade of paths and Councillor R Peace advised that, previously, he had asked this question and there was no money available for these works at present, and it was:

Resolved to note that three suggestions/upgrades for paths were intimated and that the Clerk reports these to the Team Manager, Development and Marine Planning, OIC.

### **C. Scottish and Southern Energy Network (SSEN) – PSR Digital Tool**

Following consideration of correspondence from SSEN requesting that the vulnerable members of the public can register for their free Priority Services Register, whereby extra support is provided in the event of a disruption to your electricity, gas or water supply, it was:

Resolved to note this information.

### **D. Local Place Plans**

Members considered an invitation to create Local Place Plans, which was a community led plan reflecting community ideas and aspirations, which can be fed into the new Orkney Local Development Plan. This plan was required to be submitted to OIC before the end of March 2025 and would form the main policy tool used by OIC in the determination of planning applications, and it was:

Resolved to note, as previously, that the Chair had invited an OIC Planner to the next meeting on 28 August 2024 to discuss this issue further, with a view to creating a local Place plan for this area.

### **E. Farm and Croft Diversification**

Following consideration of correspondence from Democratic Services inviting members to attend a drop-in event regarding farming and croft diversification on 2 May 2024, it was:

Resolved that the Clerk had shared this information to local outlets and on the website and to note this information

### **F. Cross Party Group – National Island Plan**

Following consideration of correspondence from the Scottish Island Federation and Scottish Rural Action inviting members to attend an online meeting of the Scottish Parliament, Cross Party Group on 22 May 2024, which would continue to focus on the theme of the National Islands Plan, it was:

Resolved to note this information.

## **G. East Mainland Agricultural Society (EMAS)**

Members considered correspondence from EMAS requesting a letter of support for their project to erect a small pavilion in East Mainland Show Park which would contain permanent and accessible toilet facilities, nappy changing and feeding area, creating storage space, which will be used by three local community groups; East Mainland Young Farmers, St Andrews Drama Club and St Andrews Football Club. This would enable events held in the show park to be accessible to a wider range of people and altogether more enjoyable to everyone. Previously Mr T Craigie and Mr L Flett had declared an interest in the discussion regarding a letter of support and five members, unanimously, approved that a letter of support for this project be sent to EMAS, and it was:

Resolved to note that the Chair, on behalf of the community council, had sent a letter of support to EMAS and that EMAS was awaiting updates on possible funding sources and if required, may submit a financial application to the community council.

## **H. Scottish Island Federation**

### **1. Addressing Depopulation Action Plan**

Following consideration of correspondence from the Scottish Island Federation inviting members to attend an online session, Addressing Depopulation Action Plan as part of the National Island Plan on 5 June 2024, it was:

Resolved to note this information.

### **2. Online Hustings Meeting**

Following consideration of correspondence from the Scottish Island Federation inviting members to attend a Scottish Rural Action online hustings meeting on 2 July 2024, focussing on rural and island issues, it was:

Resolved to note this information.

## **I. Annual Grants 2024/2025**

Following consideration of correspondence from Democratic Services advising that the 2024/2025 annual grant to this Community Council totalled £4,210.00, it was:

Resolved to note the information provided.

## **J. British Telecom (BT) – Digital Voice and Enterprise**

Following consideration of correspondence from BT advising that the new home phone service is Digital Voice; whereby landlines in the United Kingdom were going digital and inviting the public to attend a local drop-in session at the Orkney Library on 23 and 24 July 2024, it was:

Resolved to note this information.

## **K. 2024 SURF Awards**

Following consideration of correspondence from SURF inviting communities to apply for an award for projects which championed community led regeneration, creative regeneration, improving Scotland's Places, removing barriers to employability, or housing and regeneration, it was:

Resolved that the Clerk would share this information with St Andrews Primary School, St Andrews Community Centre and Deerness Community Centre.

## **L. Orkney Matters 2**

Following consideration of correspondence from Democratic Services inviting members and the public to participate in the Orkney Partnership's planned community engagement session for St Andrews and Deerness to be held in St Andrews Community Centre on 11 July 2024, it was:

Resolved to note this information.

## **M. Ayrenergy Ltd**

Following consideration of correspondence from Ayrenergy Ltd advising that an additional £10,000 funding would be paid into the Community Council's Ayrenergy Ltd fund, it was:

Resolved that the Clerk writes a letter of thanks to Ayrenergy Ltd.

## **N. Orkney Housing Association Ltd (OHAL)**

Following consideration of correspondence from OHAL inviting members to their committee recruitment event on 3 July 2024, it was:

Resolved to note this information.

## **O. Thank You Letters**

Following consideration of thank you letters received from Miss J Pottinger, Miss L Booth, Mrs J Scott, Mrs S Nicolson, Mrs M Cooper, Orkney Folk Festival and St Andrews Primary School for financial assistance provided and Mr J Moodie's thank you letter for community council assistance in resolving a local issue, it was:

Resolved to note the thank you and that that the Clerk writes to Democratic Services thanking those involved in progressing this prompt repair at the verge on Wideford Brae, St Ola.

## **P. Orkneycommunities.co.uk**

Following consideration of an invoice from Orkneycommunities.co.uk for this community council's annual membership of their online portal, it was:

Resolved that the Clerk processes the payment of this invoice, totalling £20, subject to approval from the CCGS.



## **7. Financial Statements**

### **A. General Finance**

After consideration of the General Finance statement as at 31 March 2024, it was:

Resolved to note that the estimated balance was £15,465.

### **B. Community Council Grant Scheme (CCGS)**

Following consideration of the 2023/2024 Community Council Grant Scheme statement as at 31 March 2024, it was:

Resolved to note, that in the 2023/2024 financial year that projects totalling £2,948.78 had been awarded grant assistance from the CCGS.

### **C. Community Development Fund (CDF)**

Following consideration of the CDF statement as at 31 March 2024, it was:

Resolved to note the balance of £5,000.00 as at 31 March 2024.

### **D. Ayrenergy Ltd Fund**

Following consideration of the Ayrenergy Ltd Fund Statement as at 31 March 2024, it was:

Resolved to note that the balance was £18,085.16.

### **E. Accounts to 31 March 2024**

Following consideration of the St Andrews and Deerness Community Council Accounts as at 31 March 2024, it was:

Resolved to note the balance in accounts.

### **F. General Finance**

After consideration of the General Finance statement as at 11 June 2024, it was:

Resolved to note that the estimated balance was £19,168.06 as at 11 June 2024.

### **G. Community Council Grant Scheme (CCGS)**

Following consideration of the 2024/2025 Community Council Grant Scheme statement as at 31 March 2024, it was:

Resolved to note, that the CCGS balance totalled £3,139.50 for qualifying projects as at 11 June 2024.

### **H. Community Development Fund (CDF)**

Following consideration of the CDF statement as at 11 June 2024, it was:

Resolved to note that £5,000 balance remained in the CDF for qualifying projects as at 11 June 2024.

## **I. Ayrenergy Ltd Fund**

Following consideration of the Ayrenergy Ltd Fund Statement as at 11 June 2024, it was:

Resolved to note that the estimated balance was £18,085.16.

## **8. Financial Requests**

### **A. Travel Assistance**

#### **1. Miss S Woods**

Members considered correspondence from Shazia Woods requesting travel assistance for a Girlguiding Orkney excursion to Bergen, Norway in July 2024, and it was:

Resolved to grant Miss S Woods a £70 travel assistance grant.

#### **2. Amelie Nicolson**

Members considered correspondence from Amelie Nicolson requesting travel assistance for her participation the Vikki Mackay School of Dance in Wick on 13 April 2024, and it was:

Resolved that subject to the Clerk receiving a signed copy of her financial application form, an award of £40 travel assistance grant would be made to Miss A Nicolson.

#### **3. Miss A Scott**

Members considered correspondence from Ana Scott requesting travel assistance for her travel to Motherwell with Orkney Gymnastics for a grading competition, and it was:

Resolved to grant Miss A Scott a £40 travel assistance grant.

#### **4. Mr L Rosie**

Members considered correspondence from Liam Rosie requesting travel assistance for his participation in the Thurso Mini Meet swimming competition, and it was:

Resolved to award Mr L Rosie a £40 travel assistance grant.

#### **5. Mr J Rosie**

Members considered correspondence from Jamie Rosie requesting travel assistance for his participation in the Thurso Mini Meet swimming competition, and it was:

Resolved to award Mr J Rosie a £40 travel assistance grant.

## **6. Mr A Robertson**

Members considered correspondence from Angus Robertson requesting travel assistance for his participation, throughout the year, in various British and Scottish Youth Weightlifting training and competitions, and it was:

Resolved to award Mr A Robertson the maximum travel grant available totalling £240.

## **B. East United Football Club (EUFC)**

Following consideration of EUFC's financial application for the 2024 summer maintenance costs for St Andrews football pitch, the Clerk advised that despite a request sent for EUFC to provide financial statements to this community council, EUFC had not provided financial information, and it was:

Resolved that the Clerk writes to EUFC requesting again that they submit their financial information before the next meeting on 28 August 2024, in order that members can give their application consideration.

## **C. St Andrews Primary School (SAPS), Primary 2**

Following consideration of SAPS Class 2 Teacher requesting financial assistance for the purchase of construction and building toys for her new term primary 2's, it was:

Resolved that SAPS, Primary 2 be granted £200 for the purchase of toys, subject to approval from the CCGS.

## **9. Publications**

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

- Glasdon – Leaflet.
- Voluntary Action Orkney – Training and Funding Update – March, April and May 2024.
- Voluntary Action Orkney – Newsletter - March, April and May 2024.
- Scottish Rural Action - Newsletter – March, May and June 2024.
- Orkney Local Development Plan – Newsletter - June 2024.

## **10. Any Other Competent Business**

### **A. St Andrews Kirkyard Maintenance**

The Chair advised that, as requested last year, the St Andrews Kirkyard shed maintenance had not progressed; no preservative treatment had been applied to the wood and as there was no key for the lock it required to be broken off and replaced also.

Mr T Craigie, grass cutting contractor advised that despite trying to control thistles and other weeds, next to the dyke and behind the gravestones, they were growing

out of control and he would be willing to spray them if he would be granted permission by OIC, and it was:

Resolved:

1. That the Clerk again report the maintenance to the shed door for progression this summer whilst the wood is dry and a new lock accordingly.
2. That the Clerk requests permission for Mr T Craigie, grass cutting contractor to spray and control the weeds in St Andrews Kirkyard.

## **B. Response to Consultations/Correspondence**

The Chair advised that member's response to consultations/correspondence from the Clerk was very poor and she wished to address this issue with members directly as it is important that they provide feedback on behalf of their community to consultations and correspondence, and it was:

Resolved that all members would respond to correspondence from the Clerk actively and timeously.

## **C. Traffic Monitoring Posts in Tankerness**

A member advised that a member of the public had approached him regarding traffic monitoring posts in Tankerness, querying why they had been moved to a new location from where they had originally been sited. He asked who decides where these posts were located as the location can distort the readings in favour of lower speed, more favourable for a Quiet Road/Route. The Corporate Director, Neighbourhood Services and Infrastructure, advised that she would ask the embedded Sustrans Officer, and he would contact this community council in order to attempt to address members concerns and that it may be possible for members to provide input into the locations and OIC would welcome suggestions for these locations from the community council.

Members also discussed that this project was still in its data collection phase and that further dialogue would be required, and it was:

Resolved to await a response on this matter from the Embedded Sustrans Officer.

The Corporate Director, Neighbourhood Services and Infrastructure, left the meeting at this point.

## **D. New Business in Tankerness**

A member advised that an individual had set-up a business in a new enterprise in the parish; cutting up firewood and blocks and selling at competitive prices to old age pensioners to heat their homes; however, this had been stopped by OIC. Councillor G Skuse advised that this was based on reports of noise from members of the public. Two Members were very surprised and disappointed at this action and felt that this was a very enterprising venture and that support should be granted by this community council, especially in the current climate whereby an affordable winter fuel source was being provided for the elderly and at a competitive rate. The Chair reported that as the matter had been referred to the Council, the Community Council

had no powers to deal with the noise complaints or the hours of work where saws were working. It was suggested that this issue could be discussed at the Orkney Matters 2 meeting, and it was:

Resolved to note all this information.

## **11. Date of Next Meeting**

Resolved that the next meeting would be held on Wednesday, 28 August 2024 in St Andrews Primary School and via Teams at 19:30.

## **12. Conclusion of Meeting**

There being no further business, the Chair declared the meeting closed at 21:03.