

Minute of the Meeting of Shapinsay Community Council held in the Shapinsay Community Centre on Thursday, 30 March 2023 at 19:00

Present:

Mrs L Bews, Mrs E Chaney, Mr C Leslie, Mr D Muir and Mrs E Phillips.

In Attendance:

- Councillor M Thomson.
- Ms L Richardson, Head of Neighbourhood Services, Neighbourhood Services and Infrastructure.
- Mr E Barclay, Service Manager (Ferry Operations), Orkney Ferries.
- Mrs J McGrath, Community Council Liaison Officer.
- Miss I Gaudie, Community Council Liaison Assistant.
- Miss J Follwell, Clerk.

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1. Apologies

Resolved to note that apologies for absence had been received from Councillor H Woodbridge.

2. Adoption of Minutes

The minute of the meeting held on 2 February 2023 was approved, being proposed by Mrs E Phillips and seconded by Mr C Leslie.

3. Shapinsay Road Scheme – Consider Applications

It had previously been agreed by members that £1,000 would be allocated for the Shapinsay Road Scheme in the Financial Year 2023-2024, split between four successful applicants. As there were eight applicants, a secret ballot was drawn, and it was:

Resolved:

A. To note that the successful applicants were Stocks (Nisthouse), Sinclair (12 Helliar View), Smith (Ha'Quoy) and Hollinrake (Sandsend).

B. That the Clerk would write to both successful and unsuccessful applicants with the results, and that successful applicants would be given instructions on the correct procedure for claiming the grant and the timeframe.

4. Discussion with Ferry Services Manager

A. Contingency Plans for Planned Timetables

Members heard from the Ferry Services Manager, who had produced a document outlining options for contingency plans in the event the usual ferry timetable for Shapinsay cannot be provided, due to breakdowns. Mr Barclay explained that agreeing a priority order in advance would save Community Council members having to contact Orkney Ferries on behalf of the community each time there is a breakdown problem. Members reviewed the options, and it was:

Resolved:

1. To note that, should the MV Shapinsay break down or be needed in Rousay, the MV Thorsvoe would come to Shapinsay in place of the MV Shapinsay.

2. To note that should the MV Thorsvoe not be available, that a passenger only service for the island was the easiest option, but that this should be for a period of no more than two days. Should the problem continue for more than two days, an alternate day service with Rousay would be put in place, with the MV Shapinsay servicing Shapinsay on a Tuesday, Thursday, Saturday and Sunday and Rousay on a Monday, Tuesday, and Wednesday, as had previously been agreed with Rousay, Egilsay, Wyre and Gairsay Community Council.

3. That the Community Council Liaison Officer would write to the Ferry Services Manager confirming this and the information would then be posted on Shapinsay Community Council Facebook page for residents' information.

B. Spring/Summer Replacement of Vessel

Questions were asked by members regarding the Spring/Summer replacement of the MV Shapinsay with the MV Thorsvoe, as there were many outstanding requests from last year, to improve the service for passengers and vehicles which had not been resolved. Following discussion, it was:

Resolved:

1. To note the information provided and monitor the situation when the MV Thorsvoe takes over the timetable.
2. To note that Orkney Ferries were investigating improvements to the ramp or a possible replacement, however this would not be in place this year due to budget constraints.
3. To note that plans would be made to provide a storage unit, for passengers' on-deck luggage and shopping, within the next month.
4. To note that the lighting in the downstairs passenger saloon had been improved since last year.
5. To note that the issue with access and facilities for disabled passengers was very difficult to resolve, but that the crew would continue to assist all passengers as much as possible and it was noted that staff on the MV Shapinsay were very diligent in this respect already.

C. Orkney Ferries Booking System

It was reported that CC members had shared the Orkney Ferries booking system survey with Shapinsay residents and the results were collated and returned to Orkney Ferries. The Ferry Services Manager acknowledged receipt of the feedback, and it was:

Resolved to note that Orkney Ferries were looking at various options for their new booking system, taking into account the views of residents of Orkney, and would provide further information as things progress. The current booking system would continue in the meantime.

D. Cost of Orkney Ferries Travel for Island Residents

The cost of travel on Orkney Ferries was discussed, including members suggestions regarding Island Resident Travel Cards. Members also asked the tariff for children to travel on Orkney Ferries, and it was:

Resolved:

1. To note that Orkney Ferries were hoping to introduce a new price structure by Summer 2024.

2. That Councillor M Thomson would confirm the travel costs for children on Orkney Ferries.

E. Additional Sunday Sailing

Members had previously requested Orkney Ferries run an additional Sunday sailing at 1600 during the Winter timetable. This request had also been supported by Shapinsay Development Trust, and it was:

Resolved:

1. To note that the Ferry Services Manager felt it was unlikely that an additional sailing would be authorised due to costs and crew hours but moving the 1415 sailing to 1600 was an option.

2. That members would canvas the Shapinsay community to ask if they would like the timings of the Winter Sunday sailings changed.

F. Allocated Additional Trips

Members discussed various dates for allocated additional trips from Shapinsay on the ferry, and it was:

Resolved that members would ask the Shapinsay community on the residents and Community Council Facebook pages and then put in a request to Orkney Ferries with the preferred options.

5. Matters Arising

A. Christmas Lights

Members had agreed that they wish to purchase lamppost wraps with the bright white lights. The sponsorship so far available was £1,500, and it was noted that there were 3 houses which have lampposts outside. Following discussion, it was:

Resolved:

1. That the Community Council Liaison Officer would obtain quotes for the wrap lights.

2. That the Clerk would write to the three houses which have the lampposts outside to ask if they have any objections.

B. Recycling Collections and Large Community Recycling Bins

It was noted by members that the new bin collection system has commenced but there were approximately 30 houses without the new wheelie bins. These would be delivered by Orkney Islands Council in the next week. Members had been contacted by residents who find it difficult to get their wheelie bins out for collection.

It was highlighted by members that due to the number of new bins and lack of space for each household to store the bins in the council housing, it was making the

pathways unusable for pedestrians, childrens' buggies, walking frames and wheelchairs etc.

It was also pointed out by a member that the litter bin at Helliar View was overflowing and does not get emptied by Orkney Islands Council, and it was:

Resolved:

1. That residents should be advised to contact Orkney Islands Council to request red bags for their rubbish and a notice to this effect should be put on the Residents and Community Council Facebook pages.
2. That the Waste Coordination Manager would contact the housing department to request communal recycling bins for the residents in the council housing.
3. That the Head of Neighbourhood Service would investigate with a view to getting it emptied and replaced with a standard bin that can be emptied by Orkney Islands Council on Shapinsay bin collection day.
4. That members should notify Orkney Islands Council of changes required to the location of the Shapinsay litter bins.
5. To note that the large community recycling bins had now been removed from Shapinsay as households had received their own recycling wheelie bins.

C. Roads Operative and Road Repair

The Chair thanked Orkney Islands Council for taking on board the members' feedback regarding the removal of the HGV gritting lorry, replacing it with a tractor and trailer that really did not work for the island. It was great to have the gritting lorry back on the island, especially during the recent cold spell when roads were treated so much quicker and thoroughly.

The Community Council Liaison Officer informed members that the Winter Roads Plan would be published soon, and Democratic Services would send out to members for review.

Members reported that the planned visit by a member of the Roads Support Team did not happen, and that the repairs to kerbs at Elwick Bray and others have not been completed, and it was:

Resolved:

1. To note that the HGV gritting lorry can only stay on Shapinsay if there is a qualified HGV driver available to drive it.
2. To note that members would want to change the priorities on the Winter Service Plan and would advise Democratic Services of their suggestions.
3. To note that Colin Leslie would liaise with Matthew Wylie to rearrange his visit to Shapinsay, to review the roads and agree the required repairs.

D. NILPS Projects - Kirkyard Gates and War Memorial

It was noted that the application for North Isles Landscape Partnership Fund money towards the replacement of the railings at the War Memorial was on track. It was also noted that the chosen quote for the War Memorial railings is £900 over the allocation.

It was noted that the restoration of the cannons was nearly complete, and they would be returned to their original site very soon. The replacement of the small gates would also be carried out by NILPS, and it was:

Resolved:

1. That members agreed to apply for Community Council Grant Scheme funding to cover the additional £900 towards the war memorial railings.
2. To note the information provided.

E. Portacabin at Shapinsay Pier

The Community Council Liaison Officer and members advised that the new portacabin had been delivered to Shapinsay and was now in place. It is a big improvement on the old one. It was noted that the new disabled ramp is now encroaching on the space planned for the bike shed. Alison Meason, Shapinsay's Well-being coordinator sent an email to ask if four of the fixed seats could be removed to make room for shelving and a foodbank. Members also asked if artwork and noticeboards could be put on the walls.

It was reported that due to the change in location of the new portacabin's disabled ramp, a new planning application was required at an additional cost, and it was:

Resolved:

1. To note that Marine Services would be asked to pay the additional planning application costs.
2. That the Community Council Liaison Officer would ask Marine Services if a portion of the seating could be removed.

F. Waiting Rooms at Kirkwall

As had been discussed at numerous meetings previously, members wished to request the refurbishment of the ferry waiting room in 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 as part of those works, and it was:

Resolved that the Community Council Liaison Officer would follow this up.

G. Pier Parking Signage

Members had previously agreed that parking for ferry passengers on Shapinsay was limited due to some vehicles being parked long term on the pier, making it very difficult to get a space on some days, and it was:

Resolved:

1. That the Community Council Liaison Officer would chase up signage for the pier, shop and the ferry.
2. That the community council would discuss the possibility of running a Scrap Car Scheme at a future meeting.

H. Funding for Pathways

The Community Council Liaison Officer advised that they had passed on the members' suggestions, including the school path, with a report going before the committee soon, and it was:

Resolved that the Community Council Liaison Officer would follow up before the next meeting, so that an update could be provided.

I. Shapinsay Cycle Shelter

Members discussed the possibility of asking Shapinsay Development Trust if they would possibly look into accessing funding and having an electric bike charging point at the pier. The Community Council Liaison Officer advised that the order had been placed for the cycle shelter as agreed with members, and that a tender would be required for the installation of the shelter, and it was:

Resolved:

1. That the Clerk would write to Shapinsay Development Trust to request the funding.
2. That Mr C Leslie would draft the installation tender document, to be advertised as soon as possible.

J. MV Shapinsay Summer Replacement

Members agreed that this item was covered in Item 4 on the agenda, and it was:

Resolved to note the information.

K. Shapinsay Hydrogen Plant Removal

Members highlighted that there had been issues with the Hydrogen Plant the previous week due to a power cut. Members also agreed that there were no advantages to having the hydrogen plant on Shapinsay and the compound space could be used for other things, and it was:

Resolved that the Head of Property, Asset Management and Facilities would chase these issues with Orkney Islands Council.

L. Street Sweeper

Members requested that Orkney Islands Council send over a street sweeper truck to Shapinsay as no one could remember when the last visit was. The Head of Neighbourhood Services explained that Orkney Islands Council focus was on drainage and ditches, and it was:

Resolved that the Head of Neighbourhood Services would request a visit of the street sweeper to Shapinsay as soon as possible.

M. Shapinsay Benches

Members agreed that two more recycled plastic benches should be purchased through the Community Council Grant Scheme. Due to the work involved with maintaining the remaining wooden benches it was agreed that all, except the ones in very good condition, should be gathered in and offered for sale to the community, and it was:

Resolved:

1. That members would organise the disposal of the older wooden benches, taking advice from the Community Council Liaison Officer.
2. That the Community Council Liaison Officer would order two benches on behalf of the community council.

6. Correspondence

A. Orkney Harbours – Pre-Application Notification

Members considered notification of the two proposed developments forming part of the Orkney Harbour Masterplan: Scapa Deep Water Quay and Orkney Logistics Base at Hatston. It was noted that there was an online consultation portal for these projects, and it was:

Resolved to note the information.

B. Crofting Commission Area Representatives Recruitment

The Crofting Commission is looking to recruit enthusiastic volunteers, from within the Crofting Counties, to apply to become a Crofting Commission Area Representative. The Crofting Commission Area Representatives would act as a valued link between the Commission and their local crofting communities. The deadline for applications is 1700 on 31 March 2023, and it was:

Resolved to note the information.

C. Letter from Stronsay Community Council

Members considered a letter addressed to the Chair in response to Shapinsay CC's letter sent in November 2022 outlining issues with Orkney Ferries and their willingness to support, join forces, take a united approach and make islanders voices heard, and it was:

Resolved to note that Orkney Islands Council's Communications Team were looking for examples of issues with Orkney Ferries, such as statements and photos, to help support a stronger case for replacement ferries.

D. Funding for Coronation Events

It was noted that Orkney Islands Council had submitted a funding application to the Lottery Fund towards local Coronation events and are awaiting an outcome. Members confirmed Shapinsay Community Association were organising various events to mark the Coronation and the Community Council Liaison Officer confirmed they could seek financial assistance from Shapinsay Community Council if they wished, and it was:

Resolved that the Chair would inform the Shapinsay Community Association that they could apply for funding and that members would await an application for consideration, for financial assistance from Shapinsay Community Association for their Coronation celebrations.

E. EMEC – Variation of Section 36 Fall of Warness

Members had been forwarded correspondence advising that variation of the section 36 consent proposed in the application made on 22 August 2022 on behalf of the European Marine Energy Centre Limited had been granted by the Scottish Ministers, and it was:

Resolved to note the information provided.

F. Bag the Bruck 2023

Details of Bag the Bruck had been forwarded, and members noted that three groups on Shapinsay had already shown an interest in applying for a share in the Community Council Grant Scheme funding, and it was:

Resolved that the Clerk would advertise the event and acknowledge applications for funding and then pass to members for consideration.

G. Coronation Events

A message was received from Orkney's Lord-Lieutenant encouraging Community Councils to notify Orkney Islands Council about any events that are planned to celebrate the Coronation, so that the Communications Team could help to publicise these, and it was:

Resolved to note the information and that the Chair would forward the information to the Shapinsay Community Association.

7. Consultation Document - SEPA 2023 Opinion Survey

A consultation document from the Scottish Environmental Protection Agency (SEPA) had been circulated, which welcomed views which would help inform the work on regulation and flooding services, and it was:

Resolved to note the information and that the survey had closed on 17 March.

8. Financial Statements

A. General Finance Statement

Following consideration of Shapinsay Community Council's General Finance statement as at 16 March 2023, it was:

Resolved to note the estimated balance of £4,535.49.

B. Community Council Grant Scheme

Following consideration of the 2022/2023 Community Council Grant Scheme statement as at 16 March 2023, it was:

Resolved:

1. To note that the main capping limit has been exceeded by £695.95, £411.01 remained in the additional capping limit, and £719 remained in the island capping limit.
2. To note that claims were outstanding for the Shapinsay Christmas Celebrations, but it was highlighted by the Clerk receipts had already been submitted to Orkney Islands Council and the email would be forwarded again to ensure payment is made.

C. Community Development Fund

Following consideration of the Community Development Fund statement, it was:

Resolved to note that £3,627.53 remained available for allocation as at 16 March 2023.

D. Seed Corn Fund

Following consideration of the Seed Corn Fund statement, it was:

Resolved to note that £3,400 remained available for allocation as at 16 March 2023.

9. Financial Requests

A. Financial Policy for Shapinsay Community Council

Members agreed that the current limits for individual travel would remain at; travel within Orkney £20, travel outside of Orkney £50, no annual capping limits for individuals would be put in place at this stage, each claim would be considered on a case-by-case basis, and receipts may be required, and individuals/organisations would be informed in advance, and it was:

Resolved that the Clerk would draft a letter to Shapinsay Development Trust to outline the above policy as agreed by members.

B. S Dunnett – Climb Scotland Fun Competition – Edinburgh

Resolved to note that members agreed funding of £50 from the General Fund and the Clerk would notify claimant and complete indent to Orkney Islands Council.

C. S Dunnett – Scottish Bouldering Competition – Edinburgh

Resolved to note that members agreed funding of £50 from the General Fund and the Clerk would notify claimant and complete indent to Orkney Islands Council.

D. Shapinsay School Trips – Skara Brae, Flotta, Hoy

Resolved to note that members agreed funding of up to £300 from the Community Council Grant Scheme and the Clerk would notify claimant and complete indent to Orkney Islands Council.

10. Reports from Representatives

A. Transport Representative

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

B. Planning Representative

Mr C Leslie advised that there had been an enquiry from a member of the public as to whether the community council could request that a proposed new build be required to put in an area of hardstanding for large machinery, so as not to block passing places. The individual had since been advised to put the request to Orkney Islands Council in writing, as this can be done by residents of neighbouring properties and was not something the community council should be involved with, and it was:

Resolved to note that the individual had made this request to Orkney Islands Council.

C. Shapinsay Development Trust Representative

It was advised that the planned date for opening of the Smithy was 20 May, and that Shapinsay Development Trust were seeking applicants aged 24 years old and under to join a Youth forum to discuss the future of youth projects on the island, including the youth club. This would be advertised.

The Standpretty site was still in the very early stages and various options were on the table for development. Shapinsay Community Association had been awarded grants to allow groups to use the hall and rooms for free for the following year. Shapinsay Development Trust were also trying to set up a group to consider options for a marina/pontoon on Shapinsay and take forward. This would be advertised, to gauge interest in forming a group.

It was also updated that the Balfour Cottages were progressing well and SDT had outlined plans in the latest Shapinsay Sound newsletter. SDT had requested that Shapinsay Community Council details are submitted on the planning application for Balfour Cottages, as Shapinsay Community Council receive a discounted rate from Orkney Islands Council. The members agreed to this, and it was:

Resolved to note the information provided and that the Clerk would write to Shapinsay Development Trust to agree to submitting the planning application in Shapinsay Community Council's name.

D. Orkney Health and Care

The Chair informed members that NHS Orkney were currently reviewing the emergency out-of-hours cover on all the ferry linked islands, including Shapinsay. Progress was being made on this matter, but the full plan was not yet in place. The Chair and Vice-Chair would continue to attend the NHS Orkney meetings on this matter. Air Ambulance cover for Orkney was being reviewed by NHS Orkney and Scottish Ambulance Service, and it was:

Resolved to note the information.

11. Publications

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

- VAO – Small Grants Scheme Now Open.
- VAO Newsletter – February 2023.
- VAO Training and Funding Update – February 2023.
- VAO National Lottery Community Fund – Funding Information Event.
- Isles Special Collection Rota – April to September 2023.
- Letter from School Place – February and March 2023.
- SIF – Deposit Return Scheme, Events and Consultations.
- VAO Newsletter – March 2023.

12. Any Other Competent Business

Resolved to note that there was no further business.

13. Date of Next Meeting

Resolved that the next meeting of Shapinsay Community Council would take place on Thursday, 8 June 2023 at 18:45. This would be a public meeting to elect two new members onto the Community Council.

14. Conclusion of Meeting

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