

Minute of the Meeting of Shapinsay Community Council held in Shapinsay Community Centre and via Teams on Thursday, 15 February 2024 at 18:45

Present:

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

In Attendance:

- Councillor M Thomson (via Teams).
- Ms L Richardson, Head of Neighbourhood Services (via Teams).
- Mr M Harvey, Senior Project Officer, Sustrans (via Teams).
- Mrs J McGrath, Community Council Liaison Officer/Clerk.

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1. Apologies

Resolved to note that apologies for absence had been received from Mrs V More and Councillors S Clackson and H Woodbridge.

2. Adoption of Minutes

The minute of the meeting of Shapinsay Community Council held on 17 November 2023 were adopted, being proposed by Mr C Leslie and seconded by Mrs E Chaney.

3. Matters Arising

A. Bike Shelter

The Community Council Liaison Officer advised that the shelter was now in place and that the grant from HiTrans had been received, which covered the cost of the planning fee and installation. A retrospective planning application had been submitted, due to the shelter being sited in an alternative location to that previously granted permission for, and should be determined by the beginning of April 2024. Members noted thanks to the contractor for his work on getting the shelter put up, and reported that it was being used already, and it was:

Resolved to note the information provided and that this item could now be removed from the agenda.

B. Christmas Lights

It was advised that the festive decorations had been installed in time for the Christmas Tree lighting ceremony at the start of December, and that they were much appreciated by the community. Members also noted that Shapinsay Development Trust had increased their grant to £1,000 to help with the cost of installing the lights, and that a grant of £1,500 had been paid out by Scottish Sea Farms towards the project, and it was:

Resolved:

1. To note the information provided.
2. That the Interim Clerk would ask the contractor for an invoice for the installation, and that the lights be switched off until next festive season.
3. That letters of thanks should be sent to Scottish Sea Farms and Shapinsay Development Trust for assistance provided.

C. Bins

Resolved to note that there was no update on this item, and that the Interim Clerk would chase feedback.

D. Road Repairs

The Community Council Liaison Officer advised that works were scheduled on the road up to the Hill Road, to resurface/correct the work that had been done last year.

There was no confirmed date for these works but was expected to be into the new financial year.

Members commented that there was no mention of surface dressing being done. They reported that the surface of the road at Haughland was very bad and that there were patches upon patches across the roads in the island which was only a temporary solution. They asked if it would be possible to see the Roads Inspector's report on the visit that was carried out last year.

Members also mentioned the retiral of the local roads operative and that the post had been reduced to two days a week, meaning that a lot of the work that used to be done on the island was not being carried out, such as ditching. The Head of Neighbourhood Services advised that the roads worker jobs and workloads had been assessed and two days is what it had come out with. Operatives would be sent out from mainland Orkney where bigger jobs were needing to be carried out. She further commented that difficult budget decisions were having to be made, which nobody was pleased about. Following further discussion, it was:

Resolved:

1. To note the information provided.
2. That the Interim Clerk would ask for the report from the last visit of the Roads Inspector.
3. That the road surface at Haughland would be reported via the business letter.

E. Funding for Pathways – School Path

The Community Council Liaison Officer advised that the school path project had been approved as part of the first tranche of school travel plan projects, but that the team within OIC now needed to secure funding for the projects to be carried out, as well as the second tranche of projects to be put together. It was thought that the lining of the car park would be included in this project, and it was:

Resolved to note the update.

F. Shapinsay Hydrogen Plant Removal

Councillor H Woodbridge had returned a response regarding the removal of the equipment at Shapinsay School, which advised that officers within OIC were still pursuing this with ITM but that a change in personnel had meant that things seemed to be moving forward.

The Chair reported that an air ambulance helicopter had recently had to land in Shapinsay, and that the pilot had confirmed that they can land anywhere on the island without the requirement for landing lights, and it was:

Resolved to note the report and to keep pushing for the removal of the equipment.

G. Bike Shelter

Members asked if there was any update on the bike shelter at the school as it was in poor condition and the facings were coming away, and it was:

Resolved that the Interim Clerk would again report this via the business letter.

H. 20mph Limits – Shapinsay School

A member asked when the 20mph limits would be enforced outside the school. The Head of Neighbourhood Services commented that the posts were in place and that the flashing lights should be in operation, during school hours only, from the end of March, and it was:

Resolved to note the information provided.

4. Correspondence

A. ZEVF Fund

Members had previously been sent information regarding the Zero Emissions Vessel Infrastructure Fund, and the three-year demonstration project which was hoped to improve inter island connectivity and support fleet decarbonisation. Members asked how Transport planned to engage with communities, and when, and it was:

Resolved to ask Transportation Service how they planned to engage with the communities and ask to be involved at every stage, as well as all other local groups.

B. Shapinsay Briefing - R100 and SBVS

Correspondence from Enterprise and Economic Growth had previously been circulated to members, advising of the current status of the R100 rollout and providing information on the Broadband Voucher scheme, and it was:

Resolved to note the information provided and to share it throughout the community.

C. Scottish Sea Farms – Veantrow Bay

Copies of correspondence from Scottish Sea Farms had been sent to members for consideration, following their community consultation event. It addressed some of the concerns that had been discussed and answered queries raised. Following discussion, it was:

Resolved to note the correspondence and monitor the situation, as no application had been submitted at the time of the meeting.

D. New Scottish Islands Passport Feature

Members discussed correspondence from the Scottish Islands Passport Team, copies of which had previously been circulated, advising of the new app feature and other news, and it was:

Resolved to note the information and to share the poster widely.

E. Scottish Water – Leaks and Bursts

Correspondence from Scottish Water had previously been forwarded to members, advising to contact them with information on any suspected leaks on the public water network following the recent icy spell, and it was:

Resolved to note the information provided.

F. BSc Honours Project – Scottish Rainforest

An email from Douglas Gunn was discussed, copies of which had previously been circulated, asking for assistance with distributing his honours project questionnaire to communities, and it was:

Resolved to note the correspondence.

G. CDF Allocation

Members had previously been sent correspondence from Democratic Services advising that each community council had been allocated an additional tranche of £5,000 funding to their Community Development Fund, and it was:

Resolved to note the information provided.

H. Orkney Quiet Routes

The SUSTRANS officer was present to speak to this item, which was around correspondence which had previously been circulated on proposed Orkney Quiet Routes. He advised that the idea behind Quiet Routes was to deliver active travel network connections in rural areas, where segregated path infrastructure is not feasible or would be cost-prohibitive. Members had various questions, including how and when the data would be collected. The SUSTRANS officer advised that it was not a “done deal” and that they would be keen to hear the views and opinions from people on the island. Following discussion, it was:

Resolved:

1. To share information on Quiet Routes within the community, including on the Shapinsay Facebook page.
2. To note that views needed to be passed back to the Council by the start of May.

The Senior Project Officer, Sustrans, left the meeting at this point.

I. Long Service Acknowledgement

Members had been forwarded correspondence from G Fish and S Hunter, proposing that a thank you letter be sent by the community council to the recently retired roads operative for the island, on behalf of the islanders, and it was:

Resolved that a thank you letter would be sent.

J. King's Portrait Scheme

Members had been asked if they wished to receive a King's Portrait for the island, and it was:

Resolved to note the correspondence.

K. Cross Party Group on Islands

Members were advised that correspondence had been received in relation to the Cross-Party Group on Islands in the Scottish Parliament, which was due to meet again on 28 February, and that members could register via Eventbrite should they wish to attend, and it was:

Resolved to note the information provided.

L. Letters of Thanks

Resolved to note that letters of thanks for financial assistance provided had been received from M Dunnett and Shapinsay Community School.

5. Tenders – Grass Cutting

Members considered one tender for the kirkyard grass cutting, and one tender for the amenity areas, Burroughston Broch and the Council Houses, noting that these were for a period of three years (2024 to 2026 inclusive), and it was:

Resolved:

A. That the tender received for the kirkyard grass cutting was not accepted and that the contractor would be advised accordingly.

B. That the kirkyard grass cutting contract would be readvertised with a closing date of 12 March 2024.

C. That the tender for grass cutting of the amenity areas, Council Houses and Burroughston Broch be accepted, and the contractor would be advised accordingly.

6. Consultations

A. Orkney Local Development Plan – Development Plan Scheme Newsletter

Members had received correspondence, copies of which had previously been circulated, advising that the first stage in the process is the publication of a Development Plan Scheme Newsletter, which included a Participation Statement outlining how and when they would engage with communities and stakeholders. People had until 7 March 2024 to comment on the Participation Statement, and it was:

Resolved to note the consultation and the deadline.

B. Verge Maintenance Plan 2024

The current verge maintenance plan had been sent to all community council members for comment ahead of the cutting season, and it was:

Resolved to note that the deadline for any comments was 29 March 2024.

C. Winter Service Plan 2024

The current winter service plan had previously been circulated to members for comment, and members commented that the Hill Road and Waterhouse Road needed to be upgraded to a priority 1, as previously requested and that the Girnigoe Road never got gritted this winter period, so should be changed to priority 2, and it was:

Resolved to note that comments needed to be returned no later than 29 March 2024.

D. Local Transport Strategy

Members had been emailed a copy of the consultation on the Local Transport Strategy, and it was:

Resolved to note that the consultation had closed on 12 January 2024.

7. Financial Statements

A. General Fund

Following consideration of the Shapinsay Community Council General Fund statement as at 6 February 2024, it was:

Resolved to note the estimated balance of £9,512.84.

B. Community Council Grant Scheme

After consideration of the Community Council Grant Scheme statement as at 6 February 2024, it was:

Resolved to note that the main capping limit was fully allocated, that £743 remained in the additional capping limit and that £719 remained in the island capping limit.

C. Community Development Fund

Following consideration of the Community Development Fund statement as at 6 February 2024, it was:

Resolved to note that the total remaining available for allocation was £8,627.53.

D. Seed Corn Fund

Following consideration of the Seed Corn Fund statement as at 6 February 2024, it was:

Resolved to note the balance remaining for allocation of £3,400.

8. Financial Requests

A. Shapinsay Community School – Hoy Trip

Mrs L Bews and Mr C Leslie declared an interest in this item and left the room during discussion.

Members considered a request from Shapinsay Community School, copies of which had previously been circulated, for financial assistance towards a P7 trip to Hoy in April 2024, and it was:

Resolved to award a grant of £300 towards this trip, subject to CCGS approval.

B. Shapinsay Community School – Birsay and Orphir Trip

Members considered a request from Shapinsay Community School, copies of which had previously been circulated, for financial assistance towards a whole school trip to the Brough of Birsay and the Orkneyinga Saga Centre, and it was:

Resolved to award a grant of £485 to cover the cost of bus hire, subject to CCGS approval.

C. S Dunnett – Climbing

A request for financial assistance towards a climbing trip to Inverness on 10 February was read out at the meeting. Following discussion, it was:

Resolved to make a general fund donation of £50 towards the trip.

9. Reports from Representatives

A. Transport

Resolved to note that the Ferry Services Forum had recently been held, and members discussed free ferry travel for under 22's.

B. Planning

Resolved to note that there were three live planning application pertaining to Shapinsay: the charity shop, the bike shelter and Balfour Cottages.

C. Shapinsay Development Trust

The SDT Representative was not present at the meeting however she had reported that the Smithy staff were getting ready for the forthcoming season, training staff, and that they hoped to have Balfour 2 ready for May. The Men's Shed was underway, and that the Manager/CDO was available at the Boathouse, and it was:

Resolved to note the information provided.

D. Health and Care

Resolved to note that there was another meeting scheduled for 4 March 2024.

10. Publications

Resolved to note that the publications listed below had previously been circulated and were noted:

- VAO Newsletter – November and December 2023 and January 2024.
- VAO Training and Funding Update – November and December 2023 and January and February 2024.
- Orkney Ferries Statistics – October, November and December 2023.
- Letter from School Place – November and December 2023 and January 2024.
- SRA Newsletter – December 2023 and January 2024.
- VAO Small Grants Scheme 2024/2025.

11. Any Other Competent Business

A. Parking in Village

Members discussed parking in the village and road visibility being affected by parking at specific points, and it was:

Resolved that the Chair would speak to the resident about this issue.

B. Yacht at Shapinsay Slip

It was reported that a yacht had recently been removed from Kirkwall Marina and berthed at the slip at Shapinsay Pier and was now in a poor state of repair. There were concerns about the possibility of contamination and capsizing, and it was:

Resolved that Democratic Services would be asked to raise this issue with the relevant department via the business letter, and that Councillor M Thomson would also speak to Marine Services.

C. Drainage and Hot Water at Shapinsay School

Members asked what progress was being made with the drainage at the rear of Shapinsay School; was it a quick fix or was further work planned? They also reported that there was a long-standing issue with the hot water at the school and that a more permanent solution was urgently required, and it was:

Resolved that Democratic Services would be asked to raise these queries and issues with the relevant department via the business letter.

D. Resilience Plan

The Chair raised the resilience plan and how things had worked during the recent spell of bad weather. It was agreed that there were improvements that could be made, including communication with school transport providers on transport cancellations and having the correct information out in time for Shapinsay pupils. However members also discussed that there had been some improvement in overall communication via the OIC updates page on Facebook. It was also felt that some decisions should be taken at island level or different plans made for different island needs. The Community Council Liaison Officer advised that the Safety and

Resilience Service Manager was hoping to have a discussion with all community councils about updating the current resilience plans for each island, and it was:

Resolved to note the information provided and await further correspondence.

E. NILPS Projects

The Chair advised that NILPS had the replacement map ready and had agreed to also place a new noticeboard at the pier alongside it, but that this would require a new stand. The Chair explained that she had communicated to NILPS that the current position of the map was not safe, as it is too near to passing traffic. NILPS advised that they would be happy to look at a new position and that the old infrastructure would also be removed. Members suggested that the area where the old bike stands are beside the portacabin would be a suitable place for this if NILPS were happy to include the removal of those. Members were also advised that NILPS wanted advice on the best place to site an information board in the Kirkyard, and it was:

Resolved:

1. To note the information provided.
2. That the Chair would feedback the preferred location of the noticeboard and map to NILPS and offer assistance with the cost of the removal of the bike stands if this was not possible under the NILPS funding.
3. That the Chair would visit the Kirkyard with a representative from NILPS to look at suitable locations for the Kirkyard Plinth.

12. Date of Next Meeting

Following consideration of a date for the next meeting, it was:

Resolved that the next meeting of Shapinsay Community Council would be held on Thursday, 18 April 2024 at 18:45, in Shapinsay Community Centre and via Teams.

13. Conclusion of Meeting

There being no further business, the Chair declared the meeting closed at 21:15.