

Minute of the Meeting of Shapinsay Community Council held in the Shapinsay Community Centre on Thursday, 28 November 2024 at 18:45

Present:

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

In Attendance:

- Councillor M Thomson.
- Mrs J Montgomery, Empowering Communities Liaison Officer/Interim Clerk.

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1. Apologies

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

2. Adoption of Minute

The minute of the meeting of Shapinsay Community Council held on 22 August 2024 was adopted, being proposed by Mrs E Phillips and seconded by Mr C Leslie.

3. Matters Arising

A. Bins

Mr C Leslie advised members that he had met with Ms S McGregor, Orkney Islands Council, at Helliar View to discuss the bin situation. It had been agreed that consultation would have to take place with the residents before any further action could be taken. The Interim Clerk advised that a response was awaited regarding bins at the pier and war memorial, and it was:

Resolved to note the content of the reports and that the Interim Clerk would ask Democratic Services to chase up a response.

B. Road Repairs

Mr C Leslie advised members that he had been in contact with the Roads Department regarding the road that had not been tarred and had been advised that it was on the list for 2025. Members also raised concerns regarding lying water on the roads particularly at the war memorial at Elwick Brae and Strathore. They also advised of a pothole at the Trust Office, and it was:

Resolved to note the content of the report and that the various road issues should be reported to Orkney Islands Council.

C. Funding for Pathways – School Plan

Councillor M Thomson advised that path was on the active pathway list, and it was:

Resolved to note the content of the report.

D. Shapinsay Hydrogen Plant Removal

The Interim Clerk advised that no update had been received regarding the removal of equipment from the school, and it was:

Resolved that an update should be sourced on the situation.

E. Bike Shelter at School

Members were advised that no update had been received from the Building Inspector. Members asked if this could be raised again as it was becoming a health and safety issue due to parts flying off it, and it was:

Resolved that the Building Inspector should be updated on the situation.

F. Kirkyard Grass Cutting Tender

Resolved to note that this item should not have been included in the agenda as it had been dealt with at the previous meeting.

G. Yacht at Shapinsay Slipway

The Interim Clerk advised that there was no update however members noted that the mast had been removed, and it was:

Resolved to ask Orkney Islands Council if a deadline for the removal of the yacht was in place.

H. Drainage/Hot Water at Shapinsay School

The Interim Clerk advised that there was no further update however members were aware that the drainage had been sorted although a grating was still required to be placed over the drain, and it was:

Resolved to note the content of the report.

I. NILPS Projects

The Interim Clerk advised members that the area around the interpretation board at the Gas Works had been completed and the kirkyard gate had been sorted. It was thought that maintenance work at the Burroughston Broch may not be covered under NILPS and they would only fund maintenance of installations through the NILPS project, and it was:

Resolved to note the content of the report and to contact Historic Environment Scotland regarding the upkeep of the Broch, as parts of the area was becoming a health and safety issue.

J. Winter Service Plan 2024/2025 Comments

Members discussed the Winter Service Plan comments and wished to ask again why the Hill Road did not qualify to be amended to a P1 route. Members suggested that it could probably be quicker and more cost effective to do the Sands Road then loop through the Hill Road/Waterhouse Road and on to the North End Road up to the Broch area and then back to the Sands Road. Members advised that there were several key workers and school children that resided on the Hill Road, and it was:

Resolved to ask Orkney Islands Council to reconsider the category of the Hill Road.

K. Quiet Routes

Members were advised that the information from the last meeting had been forwarded to the relevant department but that no further information had been received, and it was:

Resolved to ask for an update on the data collected.

L. Pier Car Park

Members were advised that most of the cars on the pier had been removed. The Chair advised that she had been at a Community Councils Chairs meeting where it had been discussed about the marking of footways for pedestrians on the pier. She wondered if this was something that Shapinsay should be looking at as well, and it was:

Resolved to note that most cars had been removed from the pier and that at this time there was no requirement for footways to be marked on the pier.

M. Floodgates at Kirkwall Pier

The Interim Clerk advised member that their request had been forwarded to Marine Services and that they had advised the request had been forwarded to the relevant sections and officers, and it was:

Resolved to note the content of the report.

N. Signposts for Public Toilets

The Interim Clerk advised member that Road Services had agreed that a sign could be put up and that Marine Services were going to look into the matter. Members raised concerns regarding the condition of the waiting room as the wooden panel under the window next to the door was rotten and in need of repair, and it was:

Resolved:

1. To note the content of the report and await the erection of a sign.
2. That the Interim Clerk write to Orkney Islands Council advising on the condition of the wooden panel.

O. Weeds

The Interim Clerk advised members that that members request regarding weeds had been forwarded to the relevant department, and it was:

Resolved to note the content of the report.

4. Correspondence

A. OIC Winter Treatment Contracts

Following consideration of correspondence regarding the winter treatment contracts, the Chair advised that the process for the islands would appear to include all the islands which was not manageable and that it was far from straightforward. Members suggested that Orkney Islands Council should look at the application process with a view to simplifying it.

Resolved to forward members' comments to Orkney Islands Council.

B. ZEVI Update

Following consideration of correspondence from the Transport Service Manager inviting members views on the operational side of the project, members felt that it was difficult to provide timetabling ideas until the limits of the vessel were known and after hearing an update from Councillor M Thomson, it was:

Resolved to wait until further information on the performance of the vessel was known before providing feedback on the various items.

5. Consultation Documents

A. The Voice of Communities Survey

Following consideration of correspondence received, by email, from Orkney Islands Council regarding a survey to capture the unique experiences and perspectives of community groups which Highlands and Islands Enterprise were running, for which responses had been required by the end of September 2024, it was:

Resolved to note that the deadline had passed.

B. Orkney Towns Fund Board – Online Community Engagement Event 1 October 2024

Information on an engagement event being held by the Orkney Towns Fund Board had previously been emailed to members on 20 September 2024, and it was:

Resolved to note that the event had taken place on 1 October 2024.

C. Insights on Community Resilience in Emergencies

Members had previously been sent correspondence regarding a survey on Insights on Community Resilience in Emergencies, and it was:

Resolved to note the deadline for completion had now passed and that the Chair had completed the survey.

D. Review of Polling Districts and Polling Places 2024

Following consideration of correspondence from Orkney Islands Council regarding a review of the present Polling Stations, it was:

Resolved to note that there had been no changes to the present system of postal votes for Shapinsay.

6. Financial Statements

A. General Fund

Following consideration of the Shapinsay Community Council General Fund statement as at 12 November 2024, it was:

Resolved to note the estimated balance of £11,984.83.

B. Community Council Grant Scheme

After consideration of the Community Council Grant Scheme statement as at 12 November 2024, it was:

Resolved to note the balance remaining for approval was £1,790.03 in the main capping limit and £444 and £740 in the additional categories.

C. Community Development Fund

Following consideration of the Community Development Fund statement as at 12 November 2024, it was:

Resolved to note that £8,627.53 remained for allocation.

D. Seed Corn Fund

Following consideration of the Community Development Fund statement as at 12 November 2024, it was:

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

7. Financial Requests

A. Electrician for Festive Lighting

Following an email round members regarding the cost for connection of the Christmas lights being £489.20 and how they wished to fund the cost, it was:

Resolved to note that members had agreed to fund the cost and that Community Council Grant Scheme should be applied for on the full cost.

B. Shapinsay School – Pickaquoy Centre Trip

Following consideration of correspondence, which had been forwarded by email for a response, requesting assistance towards the travel costs for taking the children to the cinema, it was:

Resolved to note that members had agreed to fund the cost of £60.80 and that Community Council Grant Scheme assistance should be applied for on the full cost.

C. Shapinsay Community Association – Tree Lighting and Christmas Party

Following consideration of a financial request from Shapinsay Community Association requesting assistance towards the cost of the annual tree lighting ceremony and Christmas Party, it was:

Resolved:

1. To award a donation to the of £60 towards the refreshments for the tree lighting ceremony.

2. To award a grant of £400 towards the Christmas Party and that Community Council Grant Scheme should be applied for on the cost.

D. M Dunnett – Climbing Competitions

Following consideration of correspondence from M Dunnet requesting assistance towards travel cost for her son attending three climbing competitions in Inverness, it was:

Resolved to award a grant of £50 each of the three trips, totalling £150.

E. Fireworks Night

Following consideration of funding the fireworks for the Fireworks Night via email, it was:

Resolved:

1. To note that Shapinsay Development Trust had agreed to fund 50% of the cost, being £400.
2. That funding of £400 should be granted and that Community Council Grant Scheme assistance should be applied on the full cost

8. Reports from Representatives

A. Transport

The Transport Representative advised members that she had attended a Transport Representative training on Teams which explained the processes required to be followed by the representative. She also advised on some of the operational items such as books of tickets being replaced by cards and the booking system, and it was:

Resolved to note the content of the report.

B. Planning

The Planning Representative advised that there was an application in for creating a salmon farming site Veantrow Bay however he had not received any representations from the public, and it was:

Resolved to put a note on the Facebook page advising on the application having been submitted and to contact Scottish Sea Farms requesting an update.

C. Shapinsay Development Trust

Resolved to note that there was nothing to report.

D. Health and Care

Resolved to note that the next meeting was due to be held on 9 December 2025.

9. Publications

The following publications had all been previously emailed to members and were noted:

- VAO Newsletter – August, September, and October 2024.
- VAO Training and Funding Update – September, October, and November 2024.
- Orkney Ferries Statistics – July, August, and September 2024.
- Letter from School Place – August, September, October, and November 2024.
- SRA Newsletter – September and November 2024.
- ORSAS Quarterly Newsletter – October 2024.
- National Care Service Sessions – September 2024.
- PSTN Leaflet.
- Isles Special Collection Schedule to 31 March 2025.

10. Any Other Competent Business

A. Christmas Tree Lighting Event

Following discussion of the arrangements for the tree lighting, it was

Resolved:

1. To apply for Community Council Grant Scheme assistance on all eligible costs for the Tree Lighting Event.
2. To note that the tree had arrived, and Mr C Leslie and Mr D Muir would arrange to put it up.
3. That, if required, new lights should be purchased for the tree which would be funded through the Community Council Grant Scheme.
4. To note that the Shapinsay Community Association would deal with the food and refreshments.
5. To note that the school children would sing at the event.

B. Shapinsay Road Scheme

The Interim Clerk advised members that four notes of interest had been received for the road scheme, and it was:

Resolved:

1. To award the four applicants £250 each.
2. To submit an application for Community Council Grant Scheme on £1,000 for the road scheme.

C. 20mph in Towns and Villages

Members were advised that Orkney Islands Council was presently running a consultation on 20mph in towns and villages inviting views from the public and that public drop ins were being held. Members discussed the views that they had forwarded earlier in the process, and it was:

Resolved to note that members were happy with the original response that was forwarded and that the public consultation would be shared via Facebook.

D. Seaweed on Public Road at Elwick Bay

Members raised concerns regarding the seaweed that had been on the public road recently and asked what the best process for reporting this to Orkney Islands Council would be, and it was:

Resolved to ask through the Business of Meeting Letter what process should be followed for reporting this.

E. Waiting Room at Shapinsay Pier in Kirkwall

Members discussed the condition of the waiting room at the Shapinsay Pier in Kirkwall, and it was:

Resolved to report that the waiting room was in need of some decorating.

F. Christmas Lights

A member reported that they had been approached by a member of the public asking if the Christmas lights could be switched off at 10pm each night, and it was:

Resolved to advise them that the lights could not be switched off as they were connected to the lamp posts.

G. Postal Service

The Chair advised that the postal service in some of the isles had been raised regarding the period of time from posting to the recipient receiving it was sometimes around a week, and it was:

Resolved to raise this at the next Chairs meeting asking if a joint letter from all the islands should be sent.

11. Date of Next Meetings

Following consideration of dates for 2025 meetings, it was:

Resolved that the dates of the 2025 meetings would be:

- 6 February (public meeting).
- 24 April.
- 26 June.
- 11 September.

- 20 November.

12. Conclusion of Meeting

There being no further business, the Chair declared the meeting closed at 20:37.