

Minute of the Meeting of Papa Westray Community Council held in St Ann’s Community Room, Papa Westray, on Tuesday, 23 January 2018 at 19:30

Present:

I Cursiter, S Thompson, A Hourston, B Hourston, I Hourston, F McNab and N Rendall.

In Attendance:

- L Sharp, Clerk and Papay Island Link Officer (ILO).
- J Foley, Community Development Officer (CDO).

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1. Apologies

The Chair opened the meeting, and it was:

Resolved to note that there had been apologies received from Councillors Stephen Clackson, Graham Sinclair and Kevin Woodbridge.

2. Adoption of Minutes

The minute of the meeting held on 14 November 2017 was approved, being proposed by F McNab and seconded by I Hourston.

3. Matters Arising

A. Verge Cutting

The ILO reported that she had submitted (27 November) PWCC's requests for two cuts in 2018 and for delegated budget and delivery under the Empowering Communities initiative. A holding response had been received from Democratic Services advising that these requests were under consideration, and it was:

Resolved to await a substantive response from OIC.

B. Kirkyard Shed

The ILO confirmed that PWCC's requests for collapsible earthboxes and the delegation of the budget and delivery of a new kirkyard shed had been submitted to OIC (27 November). A holding response had been received advising that these requests were under consideration. The Chair informed members that he had spoken with Councillor Sinclair by phone, who had offered to look into this matter, and it was:

Resolved to await a substantive response from OIC.

C. Community Groups Shed and Transfer of Land

The ILO reported that the Building Warrant approval was still awaited, having been submitted on 6 November 2017, which meant that the final plan for the shed's fabrication could not yet be confirmed with the supplier. Purchase of the 4.85 hectares of land east and south of Daybreak was expected to complete within the week. Legal aspects had been completed and the purchase fee of £1,000 had been paid, as well as PWCC's legal fees. OIC's invoice for their legal costs had just been received and the purchase would complete on payment of these. Following discussion, it was:

Resolved to note the information.

D. Discussion on Potential Uses of Land Acquired from OIC

Members noted that a condition of the sale of the land had been that a fence would need to be put up to mark the boundary to the school land, and that marking posts would need to be put up to mark the small area retained by OIC at the turbine. The ILO advised that, as discussed at the previous meeting, she was in the process of

obtaining the field numbers should PWCC wish to put any of the land out to graze. PWCC had offered the use of a part of the land (most probably that alongside the track) to PDT should it be needed for building new community housing for long-term rental. The CDO thanked PWCC, noting that this community contribution to the housing project would help PDT's bid to funding bodies. The CDO also confirmed that PDT would like to continue renting an acre of the land for market garden use, although in a different part of the field with better soil. Members agreed that this should be supported and on the same terms as had previously been agreed with OIC, and it was:

Resolved that the ILO should set up a rental agreement with PDT and that PDT should confirm the area that they wished to use.

E. War Memorials Improvement Project

A Hourston reported that the continuing bad weather had delayed the renovation, but confirmed that the work should be complete and invoiced for by the middle of March to enable claim of the grants, and it was:

Resolved to note the information.

F. Sunken Graves

The ILO advised that the contracted work was now complete and the invoice had been paid, which was significantly less than the original estimate. I Cursiter and N Rendall reported that they had inspected the works and felt that R Jamieson had done a good job, and it was:

Resolved that the ILO should write a letter of thanks for a job well done.

G. OHAC Locality Planning

F McNab had been put forward as PWCC's representative but she had heard nothing since, and it was:

Resolved to note the information.

H. Community Resilience Planning

A Hourston had provided a quote for a new water hydrant near to Beltane House. He left the meeting whilst members considered the quote, for £1,200 plus VAT and, following discussion, it was:

Resolved that the quote be accepted and that a CCGS application should be submitted for this project.

The ILO reported that she had attended OIC's Emergency Rest Centre Training day on 5 December, which was helpful towards the Papay Contingency Plan, and it was:

Resolved to note the information.

I. Water Scheme Electricity Contract

The ILO reported that she had now passed this to Democratic Services for action, as they were the named contact on the meters and so needed to initiate the change to a new fixed contract with SSE, and it was:

Resolved to await an update from Democratic Services.

J. Aggregate Shipping for Private Residences

An update had not yet been received from Councillor Woodbridge, and it was:

Resolved to await feedback from the North Isles Councillors.

K. Concerns Regarding Golden Mariana

Members discussed the response from OIC to their letter expressing concerns on the seaworthiness of the Golden Mariana. The Chair informed members that, in a phone conversation prior to the meeting, Councillor Sinclair had explained that the search for a replacement vessel had been on-going for some time but nothing had yet been found that matched the requirements, and it was:

Resolved to request that OIC keep PWCC informed of any developments as members still had grave concerns over the seaworthiness of the vessel.

L. Papay Registrar and Burial Grounds Clerk

OIC had advised that PWCC's request for these roles to be subsumed into the ILO role was under discussion, and it was:

Resolved to await a substantive reply from OIC.

M. Water Scheme Rates for 2018/2019

Following discussion, it was:

Resolved to retain the 2017/2018 rates of £20 standing charge and 30p per unit, and zero charges for buildings owned by charities.

N. Water Scheme – Proposals for PWCC Use of Water Scheme Funds

Discussions focussed on improvements to the water scheme. There was much discussion around the matter of replacement UV lamps, and whether there was an affordable way of encouraging people to replace their bulbs every 8,000 hours. It was noted that there were currently a total of 65 properties on the water scheme (54 dwellings and 11 public building or businesses). PWCC's stock of replacement bulbs was down to 16 bulbs and 6 glass sleeves. Members agreed that, since there had been many new Papay residents in recent years and water scheme information appeared to often not be passed on by the seller, there was a need to create a new contract to be given to property owners that explained the scheme and the owner's responsibilities. Another idea that emerged was the possibility of PWCC employing someone to change bulbs, as the technical challenge was a problem for some residents, and it was decided to explore this further.

Members discussed the Environmental Health results over the last year and debated whether there were any improvements that could be made to the wells and tank to prevent bacterial failures. Options of installing a UV filter in the tank (which would require hydro being laid to the tank), and installing a sensor to warn when water levels became too low were considered, and it was decided that more information was needed in order to make a decision. At the wells it was felt that the maintenance schedule should be enhanced with filter changes made more frequently.

Following the above discussions, it was resolved:

1. That the Water Scheme maintenance plan should be enhanced to the Water Attendant changing filters at the wells every 2 months rather than quarterly, and that the ILO should purchase a new box of filters.
2. That the Chair should speak to R Tulloch (who designed the current system) to explore ideas on how to improve the functioning of the tank.
3. That the ILO should discuss possible changes with the Environmental Health team to check their potential impact on the risk assessment plan.
4. That the ILO should draft a new contract to be considered for issuing to all properties on the water scheme.
5. That the ILO should advertise in Papay Matters for a possible job to replace UV lamps and obtain a price for members to consider. She should also obtain prices for purchasing new stocks of UV bulbs

O. Financial Request - Transport to Westray Youth Club

The ILO reported that a letter explaining PWCC's concerns and decision had been issued, and it was:

Resolved to note the information.

P. Community Transport Grant Scheme

OIC had advised that the Development and Infrastructure Committee had yet to approve the continuation of the Community Transport Grant. The report was due to go to committee in January and once a decision had been taken, correspondence would be sent out to communities. The ILO confirmed that she had passed this information onto PDT and it was:

Resolved to await the information from OIC.

Q. Empowering Communities – Papay Priorities

Democratic Services had advised that PWCC's requests on matters such as the kirkyard shed and the Golden Mariana had been raised with the relevant departments. Subjects such as verge maintenance, registrar posts and devolving budgets were discussed at a recent Empowering Communities Steering Group, and ways to take these types of project forward were being considered. Following discussion, it was:

Resolved to await a substantive response from OIC.

R. Recycling Small Electrical Items

The ILO reported that the first collection of broken small electrical items had been done and five boxes taken for recycling in January's special collection. A Hourston informed members that a special skip had not been provided, and so the boxes had been sent in on top of the domestic waste. Members were concerned that this may mean that the items had not been sent for recycling, and it was:

Resolved that the ILO investigate the matter with OIC.

S. OIC Housing Manager Visit

PWCC members had met with OIC's Housing Policy Manager and Empty Homes Officer during their visit to Papay on 14 December to discuss PDT's housing project. Members were supportive of the plans and of OIC's engagement in them, and it was:

Resolved to await a future update from PDT.

T. New Pier Lighting

Members were pleased with the new light positioned at the south end of the waiting room, to illuminate the area where the blue box is placed, and it was:

Resolved to note this improvement.

4. Police Scotland Matters

Resolved to note the Police Scotland Update and Online Safety Advice.

5. Correspondence

A. NHS Orkney Board – Appointment of Non-Executive Directors

This opportunity had been circulated to members, and it was:

Resolved to note the information.

B. Papay Development Trust - Offer of Land for Housing

Correspondence had been received regarding the offer of land for housing, and it was:

Resolved to note the thank you letter from PDT.

C. National Health and Social Care Standards

An invitation to a National Health and Social care awareness session in Kirkwall on 30 January had been received, and it was:

Resolved to note the information.

D. Energy Efficiency Funding – Community Halls

The ILO advised that she had forwarded the information about this funding opportunity to Papay Community Cooperative and Papay Development Trust, and it was:

Resolved to note the information.

E. Invitation to Voices Scotland Taster Session

An invitation had been received to the above event in Kirkwall on 31 January, and it was:

Resolved to note the information.

F. NHS Scotland Use of GP Records

Following consideration of the above correspondence, it was:

Resolved to note the information.

G. THAW WellBeing Advisory Board Meeting

The ILO reported that she had attended the Board meeting held on 9 January, and had circulated to members the statistics presented at the meeting. These showed that five Papay households had been assessed by THAW. All five had been assessed as in the highest category of fuel poverty and were receiving support services from THAW. Following discussion, it was:

Resolved to note the information.

6. Consultation Documents

A. Local Bus services in Scotland – Improving the Framework for Delivery

Following consideration of the above consultation document, it was:

Resolved to note the information.

B. Winter Service Plan

It was noted that the plan reflected the new grit bin issued after last year's review of the winter service plan. Members also noted that a new gritter had recently been delivered and had proved very useful in the recent cold spell and it was:

Resolved to note the information.

C. Updates to the Islands of Orkney 2018 Brochure

The ILO advised that she had collated changes from PDT, Papay Coop, Papay Community Association, as well as from individual businesses on Papay and had submitted these by the deadline, and it was:

Resolved to note the information.

D. Public Consultation on a New Fuel Poverty Strategy for Scotland

Following consideration of the above consultation, it was:

Resolved to note the information.

E. Proposed Air and Ferry Schedules for Winter 2018

These were observed to be the same as winter 2017, and so it was:

Resolved to note the information.

7. Financial Statements

A. General Account

Following consideration of financial statements for the Community Council's General Account for financial year 2017/2018, it was:

Resolved to note that the estimated balance was £12,739.58 as at 10 January 2018, and that the expected final invoices for OIC legal fees associated with the purchase of land and for agent fees regarding the shed building warrant, should be paid from this account.

B. Papay Water Scheme Account

Following consideration of financial statements for the Water Scheme Account for financial year 2017/2018, it was:

Resolved to note that the estimated balance was £46,882.94 as at 10 January 2018.

C. Community Council Grant Scheme

Following consideration of the Papa Westray Community Council Grant Scheme statement, it was:

Resolved to note the information.

D. Community Development Fund

The ILO advised that since the balance had been printed on 10 January, a further £2,092 had been spent on the purchase of land from OIC and PWCC's associated legal fees, leaving a balance of £281.50 of the £5,000 budget, and it was:

Resolved to note the information.

E. Seed Corn Fund

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

Resolved to note that £1,012.54 was available for allocation, as at 10 January 2018.

8. Financial Requests

A. British Science Week Events on Papay

A request had been received on behalf of Papay Development Trust, asking whether PWCC would consider supporting the travel costs of contributors coming to Papay for British Science Week events in March 2018. Following consideration of the request, it was:

Resolved that a grant of £147 should be awarded towards travel costs for which a CCGS application should be submitted, and that PDT should be advised that the claim must be submitted this financial year.

B. Papay Playpark

A letter had been received from Papay School Parent Council requesting financial support towards the costs of creating a new community playpark. Members heard that most of the existing equipment had been condemned by OIC as unsafe due to corrosion and so it was necessary to create new play equipment, which it was estimated would cost in the region of £25,000. Following discussion, it was:

Resolved that a grant of £1,500 should be provided for which a CCGS application should be submitted.

C. New Community Cooker

An email had been received from Papay Community Cooperative requesting a contribution towards the cost of a new cooker at Beltane House. The existing cooker had become unreliable and a new one was needed to support community events held at Beltane. Following discussion, it was:

Resolved that a grant of £1,668 should be allocated for which a CCGS application should be submitted, and that Papay Coop should be advised that the grant must be claimed in this financial year.

9. Reports from Representatives

A. Transport

The Transport Representative advised that he had nothing to report beyond the minutes of the Consultative Forum meeting that had been circulated to members, and it was:

Resolved to note the information.

B. Planning

Resolved to note that there was nothing to report.

C. Community Development Officer's Report

The CDO reported that she was currently supporting Papay Community Cooperative in the delivery of their Climate Challenge Fund project, particularly in managing the grant claims and supporting the recycling aspects. She described how glass was

now being recycled on Papay using a glass imploder, and that the Coop were looking for community collaboration projects using the imploded glass. In addition, all discarded cardboard was now being turned into briquettes. A number of recycling workshops were being organised through to March, including repair of white goods, and furniture restoration and upholstery.

The CDO informed members that her post would finish at the end of March 2018, when the HIE funding expired, and that PDT was applying for funding for a support worker role that would take responsibility for the line management of Trust employees and volunteers, and it was:

Resolved to note the information provided.

D. Papay Water Scheme Administrator

Resolved to note that there was no further business beyond that recorded at Items 3 M and N.

10. Publications

Resolved to note that the following publications had been received:

- Loganair Statistics – November and December 2017.
- Orkney Ferries Statistics – July, August, September and October 2017.
- Holyrood Highlights.
- Newsletters from Councillor Clackson.

11. Any Other Competent Business

A. Cloudnet Broadband

A member reported that two houses on Papay were now receiving broadband services from Cloudnet, with speeds of up to 10Mb/s and a number of packages up to £33 per month for unlimited bandwidth. It was also noted that the Government scheme of vouchers for free installation was still running. Following discussion, it was:

Resolved that the Cloudnet broadband service and Government voucher information should be publicised in Papay Matters.

B. Kirkyard Grass Cutting Contract

Members confirmed that it was time for the kirkyard maintenance contract to be advertised and that they would like it to run for more than one year, if possible, and it was:

Resolved that the ILO should submit a request to OIC for the kirkyard maintenance contract to be for at least two years, and that the ILO should advertise an invitation to tender for the work.

C. VAO Homecare Study

A number of members had participated in the workshops held on 22 January for the homecare study being led by VAO. A number of important issues had arisen. Members discussed whether there were any actions that they could take to improve matters in the near-term and, following discussion, it was resolved:

1. That the ILO should investigate whether different steps could be provided at the plane that would make it easier for people of limited mobility to get in and out of the aircraft.
2. That the ILO should investigate whether it was possible to further increase the number of homecare workers on Papay to create more resilience in the provision of local care.

D. Drainage Offlets

Members noted that there had been a lot of surface water on the roads due to blocked drainage offlets all around the island, and it was:

Resolved that a request should be submitted to OIC for the drainage offlets to be dug.

12. Dates of Next Meetings

Resolved to note that the next meetings of Papa Westray Community Council would be held on Tuesdays 20 March and 5 June 2018 respectively.

13. Conclusion of Meeting

There being no further business, the Chairman thanked everyone for attending and declared the meeting concluded at 22:08.