

# **Minute of the Meeting of Papa Westray Community Council held in the St Ann's Community Room, Papa Westray on Tuesday, 15 January 2019 at 19:30**

## **Present:**

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

## **In Attendance:**

- Councillor S Clackson.
- Councillor K Woodbridge.
- J Foley, Community Development Officer.
- L Sharp, Clerk and Papay Island Link Officer.
- 1 member of the public.

## **Order of Business**

1. Apologies.....	2
2. Adoption of Minutes .....	2
3. Matters Arising.....	2
4. Police Scotland Matters .....	6
5. Correspondence .....	6
6. Consultation Document - Our Power, Energy Supply Company.....	7
7. Financial Statements .....	7
8. Financial Requests .....	8
9. Reports from Representatives .....	9
10. Publications .....	10
11. Any Other Competent Business.....	11
12. Dates of Next Meetings .....	11
13. Conclusion of Meeting .....	11

## **1. Apologies**

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

## **2. Adoption of Minutes**

The minute of the meeting held on 13 November 2018 was approved, being proposed by S Thompson and seconded by F McNab.

## **3. Matters Arising**

### **A. Orkney Islands Council Consultation on Future Boats and Piers**

Members heard that in December, the Island Link Officer had received a questionnaire for issue to all residents from Peter Brett Associates, the consultants working for Orkney Islands Council on future boats and piers options. On reviewing the material, it was noted that it was inconsistent with the options presented in September 2018 by the Head of Marine Services, Engineering and Transportation. He had stated that there would be no craning operations in future, whereas the questionnaire stated that a Lo-Lo (with crane) was the only direct ferry option. The Chair had therefore decided that the questionnaire should not be issued to residents as it stood, and that Orkney Islands Council should be asked to clarify the situation. A request for clarification was submitted to Orkney Islands Council on 18 December 2018, and a briefing note from the Orkney Islands Council Transportation Manager had been received the day of this Papa Westray Community Council meeting. Members discussed the information in the note but felt that it still left a confused situation. In discussion, it was also found that some residents were receiving phone calls from the consultants seeking views into the study.

The Chair informed members that he had spoken that morning with a representative of Peter Brett Associates, who advised that a link-spanned Ro-Ro had been ruled out on costs grounds. Councillor Clackson felt that this was not a valid reason as the purpose of the study being undertaken by Orkney Islands Council was to calculate the cost needed to bring the Orkney isles ferry services up to the same standard as that in the rest of Scotland. The Chair confirmed his understanding too that the aim of the study was to make the case for the funds needed from the Scottish Government. Councillor Woodbridge advised that North Ronaldsay Community Council was continuing its efforts to stress the need for a Ro-Ro service, and that he had asked Orkney Islands Council for details of its past investment in pier improvements as he felt that there had been insufficient investment in North Ronaldsay and Papa Westray , and that this was the opportunity to make the improvements needed to bring these piers up to the required standards for Ro-Ro. Councillor Woodbridge had been assured by Orkney Islands Council that the engineers due to visit to do assessments had been asked to look at Ro-Ro requirements, and this is also stated in the note from the Transportation Manager. The Chair noted that the consultants were also expected back to Papa Westray and members felt that at that time a public meeting should be held so that the consultants could brief residents.

Following further discussion, it was resolved:

1. That the consultant's questionnaire should be issued to residents, but with a covering note from Papa Westray Community Council that explained the confused situation, and with a new return deadline of two weeks from the date it is issued; and
2. That a public meeting should be held when the consultants next visit Papa Westray.

## **B. Verge Cutting and Maintenance Plan**

It was noted that no substantive response had yet been received from Orkney Islands Council on the request submitted under the Empowering Communities Initiative for delegation of the verge cutting budget and delivery. The North Isles Councillors requested information on the matter, and it was:

Resolved that the Island Link Officer should forward the North Isles Councillors the original correspondence.

## **C. Kirkyard Earth Boxes and Shed**

Members noted that Orkney Islands Council had now transferred a budget of £2,000 to Papa Westray Community Council to cover the local delivery of new earth boxes and a contribution to the Community Groups Shed for their storage. An estimate for making the collapsible boxes had been received, and it was resolved:

1. That D Rendall should be commissioned to make the boxes in galvanised iron at the estimated price of £1,800.
2. That an application should be made to Orkney Islands Council for assistance through the Community Council Grant Scheme on a project cost of £1,800.

## **D. Community Shed and Land**

The Chair reported that he had now marked out the retained Orkney Islands Council land boundary around the turbine. The Island Link Officer informed members that she had written to Orkney Islands Council advising that the conditions of the sale had now all been completed, and it was:

Resolved to note the information.

## **E. Water Scheme**

A Houston advised that he would shortly be able to start on the installation of a new water hydrant near Beltane House, and it was:

Resolved to monitor progress.

## **F. Empowering Communities, Papa Westray Priorities**

Resolved to note that a substantive response was still awaited from Orkney Islands Council.

## **G. Steps for Plane**

The Chair reported that he had spoken with the Orkney Islands Council Airfield Superintendent to explain that the yellow steps trialled for people with mobility

difficulties to get in and out of the plane, were found to be unsuitable. The Airfield Superintendent had suggested that the next step is for Papa Westray Community Council to write to Loganair, and it was:

Resolved that the Island Link Officer write to Loganair requesting that a different type of step be provided for passengers with mobility difficulties.

## **H. Community Playpark**

Members noted the correspondence from Papay Community Association and Papa Westray School Parents Council informing them on the way ahead with the playpark. The Island Link Officer added that she was now aware that Papay Community Association's request to Orkney Islands Council to lease the playpark land would be taken at the Asset Management Sub-committee on 28 March 2019, and that the Papay Community Association's application for funding towards equipment would be considered at the Community Development Fund Sub-committee meeting on 4 February 2019, and it was:

Resolved to note the information.

## **I. Bin for St Boniface Kirkyard**

Resolved to note that this matter was still with A Hourston, who was liaising with Orkney Islands Council Roads Services to provide a suitable bin.

## **J. Community Resilience, Satellite Phone Airtime**

Members discussed a draft bid that the Island Link Officer had prepared for the airtime costs of a satellite phone for possible submission to the forthcoming round of the Your Island Your Project fund. There was consideration of whether such costs should be borne by emergency health organisations such as the NHS or Scottish Ambulance Service. The Island Link Officer felt that this was unlikely in the near term given their funding difficulties experienced with other costs, and it was:

Resolved that the bid should be submitted to seek airtime funds for one year, and that the NHS and SAS should be approached for longer-term acceptance of the responsibility.

## **K. Outside Bin at Kelp Store**

Resolved to note that this matter was still with A Hourston, who was liaising with Orkney Islands Council Roads Services to provide a suitable bin.

## **L. Flower Bed at Kirkyard**

Members revisited the idea of a flower bed at the kirkyard as there were some concerns over how it would be maintained and watered. Following discussion of various options, it was resolved:

1. That N Rendall would remove the old concrete.
2. That the Island Link Officer would then publicise in Papay Matters that people could put their own pots in the defined area, under their own maintenance.

### **M. Papa Westray School Expressive Arts Service Provision**

Members heard that, although the situation had improved, there were still shortfalls in the Expressive Arts Service provision, but that the School Parent Council felt there was nothing further Papa Westray Community Council could do to help, and it was:

Resolved to note the information.

### **N. Offer of Talk from Women's Aid Orkney**

Resolved to note that Women's Aid Orkney would give a talk at the next Papa Westray Community Council meeting on 2 April 2019.

### **O. Lower Speeds Workshop**

S Thompson explained that he had been unable to attend the Lower Speeds workshop on 28 November 2018 as the plane had been cancelled due to poor weather, and it was:

Resolved to note the information.

### **P. Room in Roof Insulation Grants**

Resolved to note that that the Room in Roof Insulation grant scheme had been publicised in Papay Matters.

### **Q. Papa Westray Weighbridge**

The Chair reported that there had not yet been a visit from the weighbridge company to assess the problem, and it was:

Resolved to await progress.

### **R. Recycling Skip**

An update received from Democratic Services on 15 January 2019 advised members that Environmental Services were seeking to provide temporary receptacles for the transport of recyclates off island as an interim measure. In terms of the existing trailer and its status, prior to seeking replacement, concerns on safety and the legality of the current use of a trailer to move the container had been raised and need to be addressed. Environmental Services were looking for alternate means of providing a recycling skip to Papa Westray that is safe and compliant for the longer term. A Hourston informed members that he had now been issued with bags as the temporary solution and that he was due to speak with Orkney Islands Council the following day to discuss options for longer-term solutions, and it was:

Resolved to await progress.

### **S. Scrap Metal Skip**

Resolved to note that a skip had been ordered.

## **T. Used Battery Recycling**

Resolved to note that A Hourston had emptied the used battery container as requested.

## **4. Police Scotland Matters**

Resolved to note an email from Police Scotland advising that the date of the Emergency Services Fun day in Kirkwall had been postponed, due to weather, to 3 March 2019.

## **5. Correspondence**

### **A. MSP Correspondence from BT Broadband**

Members discussed the letter dated 16 November 2018 to Liam McArthur MSP from BT's Head of Policy and Public Affairs, which re-confirmed BT's intention to not improve its service to Papa Westray. F McNab reported that at the most recent Orkney Digital Forum, BT had said that all of Orkney would be on 5G by 2021, but she felt that this had to be treated with caution, as it followed a series of unmet commitments, and it was:

Resolved to note the information.

### **B. Orkney's Got Young Talent**

Resolved to note the thank you letter received for Papa Westray Community Council's donation to the Orkney's Got Young Talent project.

### **C. Grass Cutting Contracts**

Members had agreed out-of-committee by email that an invitation to tender for maintenance of the kirkyard should be issued by the Island Link Officer, with a deadline for bids set for before she retired from post, and it was:

Resolved to note that an invitation to tender had been issued with a closing date of 24 January 2019.

### **D. Community Transport Grant**

A letter from Orkney Islands Council dated 11 January 2019 regarding the availability of a Community Transport grant and the closing date for bids, and it was:

Resolved to note the letter had been forwarded to Papay Development Trust.

### **E. Papa Westray Community Council Representative on Papay Community Association**

Resolved that B Hourston should continue as the Papa Westray Community Council's representative on Papay Community Association.

## **6. Consultation Document - Our Power, Energy Supply Company**

Following consideration of a letter from Orkney Islands Council dated 3 January 2019 on the proposed Our Power project, it was:

Resolved that members were not unwilling to participate and thus no response was required.

## **7. Financial Statements**

### **A. General Finance**

After consideration of the General Finance statement as at 7 January 2019 and discussion thereof, it was:

Resolved to note that the estimated balance remaining was £8,339.99.

### **B. Papa Westray Community Council Water Scheme**

After consideration of the Papa Westray Water Scheme statement as at 7 January 2019, it was resolved to note:

1. That the estimated balance was £41,857.90.
2. That a FIT payment of £1,429.21 had since been received.

### **C. Community Council Grant Scheme**

Following consideration of the 2018/2019 Community Council Grant Scheme statement as at 7 January 2019, it was:

Resolved to note the balance remaining for approval was £125.20 in the main capping limit, £233.78 in the additional capping limit and £256.80 in the island capping limit.

### **D. Community Development Fund**

Following consideration of the Community Development Fund Statement as at 7 January 2019, it was resolved:

1. To note there was no balance remaining for approval.
2. That Orkney Islands Council should be asked whether any future allocation was planned.

### **E. Seed Corn Fund**

Following consideration of the Seed Corn Fund Statement as at 7 January 2019, it was:

Resolved to note that the balance remaining for approval was £1,012.54.

## **F. Scrap Car Budget**

The Island Link Officer reported that no further cars had been sent for scrap and so the balance available still stood at around £800, and it was:

Resolved to advertise the Scrap Car scheme again in Papay Matters.

## **8. Financial Requests**

### **A. Music Tuition on Papa Westray**

The Island Link Officer introduced the request, explaining that Papa Westray Community Council had kindly agreed on 4 September 2018 to provide financial support towards the costs of flights for music tutors in this financial year. They had also recommended that a bid be submitted to the Your Island Your Project fund. Members were now being presented with a draft of the bid and a request to extend their financial support for travel into the new financial year. The Island Link Officer left the room whilst members discussed the matter, and it was:

Resolved that a further grant award of £170 be given to the Your Island Your Project fund towards the costs of flights for music tutors into 2019/20 and that application should be made to Orkney Islands Council for assistance through the Community Council Grant Scheme on the additional project cost of £170.

### **B. Mural**

The Community Development Officer explained that the established artist, Christopher Rutterford, who has a good reputation for creating community and heritage work of high quality, had offered to create a piece of community art for the new shed, on the theme of Papay's Agricultural Heritage. He was offering to create the artwork for the shed as a community contribution and would not be paid for his time but would need his material costs and accommodation covered, if possible. A steering group would be set up for this project and the aim was to have the mural in place by the end of summer 2019, weather and resources permitting. The Community Development Officer confirmed that she had consulted the Orkney Islands Council Planning team regarding the project and would follow their advice on due process. Following consideration of the request received from the Community Development Officer, seeking financial assistance towards the cost of material and accommodation costs for a community art project, it was resolved:

1. That a grant award of £500 be given towards the cost of materials and accommodation for the Mural, and that application should be made to Orkney Islands Council for assistance through the Community Council Grant Scheme on a project cost of £500.

2. To note that Papa Westray Community Council were open to another approach should additional support be needed.

### **C. Ad-hoc Boat Scheme**

The Community Development Officer introduced a request from Papay Development Trust for financial contributions to the ad-hoc boat scheme in each of this financial year and next. She explained that uptake of the Papay Boat Scheme had been much

higher this year than previous years due to increased social interaction with Westray across all age groups and presented details of the journeys made. Funding provided through the Orkney Islands Council Community Transport Scheme was now fully spent, and an additional £400 would enable one ad-hoc sailing a month until the end of this financial year. The Papay Development Trust was preparing an application to the Community Transport Scheme towards the Papay Boat Scheme during 2019/2020 and the Community Development Officer provided a breakdown of costing to explain that there would still be a shortfall of £452 in the project funding required. Following consideration of the request, it was resolved:

1. That a grant award of £400 be given towards the ad-hoc boat scheme for 2018/2019.
2. That a grant award of £452 be given towards the ad-hoc boat scheme for 2019/2020.
3. That application should be made to Orkney Islands Council for assistance through the Community Council Grant Scheme on project costs of £400 for 2018/2019 and £452 for 2019/2020.

#### **D. Acoustic Damping Curtains for School Hall**

Members discussed a financial request from the Island Link Officer seeking a contribution to the costs of acoustic damping curtains and ceiling panels for the School Hall. She explained that she was submitting a bid to the Your Island, Your Project (YIYP) fund but that the estimated cost of £4,725 was probably too great for YIYP to fund alone. As Papa Westray Community Council had been advised in November that community hall projects could now be considered for Seed Corn funding, she wondered whether members would consider allocating any of the remaining allowance to this project. She then offered to leave the room, and it was:

Resolved that a grant award of £1,012.54 be given towards the cost of acoustic damping curtains and ceiling panels for the School Hall, subject to assistance from the Seed Corn fund being approved.

### **9. Reports from Representatives**

#### **A. Transport**

The Transport representative advised that the Chair would attend the next Transport meeting on 13 February 2019. The Community Development Officer raised a problem with the Orkney Ferries website, in that it did not show the Papa Westray timetables. This was impacting Papay economically as the hostel was losing bookings when people couldn't work out their travel plans. Councillor Woodbridge confirmed that he had also had difficulty finding the Papay timetable, and it was:

Resolved that Councillor Woodbridge would ask Orkney Ferries to make the Papa Westray timetables more accessible on their website.

#### **B. Planning**

Resolved to note that there was nothing to report.

### **C. Community Development Officer's Report**

The Community Development Officer provided members with a verbal update. The Papay Development Trust's purchase of a property for social housing was expected to complete at the end of January 2019. There would then be a period of tendering for improvement works needed, but it was hoped to have the property available for rent by the end of the summer. The Papay Development Trust was also engaged in the North Isles Landscape Partnership project under which a number of Papay projects were expected, such as refurbishment of the coastguard hut with the RSPB, additional Papay heritage films, and carsie and dyke building courses. The Papay Development Trust was currently working on its business plan, which aimed to find ways of sustaining the jobs and assets under its portfolio. Finally, the Community Development Officer noted Papay Community Coop's recent SURF award, which included recognition of the strong partnership working in Papay including with Papa Westray Community Council, and it was:

Resolved to note the information.

### **D. Papa Westray Water Scheme Administrator's Report**

The Island Link Officer reported that the tests carried out in December 2018 had reported bacteria in some of the samples. The Environmental Health team had advised that a boiled water notice wasn't required but that people should be reminded of the need to have their UV lights working, and the Island Link Officer had done this. A small number of households had reported problems with their UV control boxes and as the last of the old stock had been used, the Chair had directed the Island Link Officer to purchase ten new boxes. A quote had been obtained and agreed with the Chair, at a price of £214.50 each including VAT and delivery. The Island Link Officer had heard that the boxes had been dispatched the day of this Papa Westray Community Council meeting. Members discussed whether householders should be charged for new boxes, and it was resolved:

1. That a payment of £2,145.00 be approved to purchase ten new control boxes and that payment be made from the Papa Westray Community Council Water Scheme account.
2. That the control boxes would be issued to property owners, there being no charge to property owners, but that there would be a limit of no more than one box in the year per property.

## **10. Publications**

The following publications were noted by the Community Council:

- Orkney Ferries Statistics – November 2018.
- Councillor Clackson Newsletters.
- Scottish Fire and Rescue Service monthly newsletters.

## **11. Any Other Competent Business**

### **A. Petrol Drought**

In response to a query from F McNab, N Rendall advised that the petrol bowser was now back in service and its first delivery to Papa Westray was underway bringing the petrol drought to an end, and it was:

Resolved to note the information.

### **B. Burial Clerk**

F McNab informed members that she was to be appointed as Papa Westray Burial Clerk, and in preparation had been asked recently to bring the kirkyard burial map up to date, and it was:

Resolved to note the information.

### **C. Island Link Officer Role**

Members thanked L Sharp for her work as Island Link Officer and presented her with a bunch of flowers as a token of appreciation. L Sharp thanked members for their gift and advised that she would still help them on a voluntary basis if any significant matters arose and would keep Papay Matters going until Orkney Islands Council decided whether it was appointing a replacement, and it was:

Resolved to note the information.

## **12. Dates of Next Meetings**

Following consideration of future meeting dates, it was:

Resolved that the next meetings of the Papa Westray Community Council would be held on Tuesdays 2 April and 4 June 2019 in St Ann's Community Room, Papa Westray commencing at 19:30.

## **13. Conclusion of Meeting**

There being no further business, the Chair declared the meeting closed at 22:20.