

# Minute of the Meeting of Harray and Sandwich Community Council held in the Milestone Community Church, Dounby on Wednesday, 3 July 2019 at 19:00

## Present:

Mr G Brown, Mrs E Grant, Mr D Hamilton, Mr C Kirkness, Mrs K Ritch and Mr S Sinclair.

## In Attendance:

- Councillor R King.
- Councillor O Tierney.
- Mrs S Shearer, Planning Officer.
- Mrs J Montgomery, Empowering Communities Liaison Officer.
- Mrs N Phillips, Clerk.

## Order of Business

1. Apologies.....	2
2. Dounby Market Green .....	2
3. Adoption of Minutes .....	3
4. Matters Arising.....	3
6. Correspondence .....	4
7. Consultations .....	4
8. Financial Statements .....	5
9. Applications for Financial Assistance.....	6
10. Publications .....	7
11. Any Other Competent Business.....	7
12. Dates of Future Meetings .....	7
13. Conclusion of Meeting .....	7

## **1. Apologies**

Resolved to note that apologies for absence had been intimated on behalf of Mr I Flett, Mr K Groundwater and Councillors H Johnston and D Tullock.

## **2. Dounby Market Green**

The Planning Officer assigned to the master plan for Dounby attended the meeting to offer advice to members on planning the stand they wished to have at the West Mainland Show in order to raise awareness and get the community involved in the Master Plan for Dounby. The Planning Officer suggested that some prior marketing about the stand would be beneficial and suggested creating a poster that could be displayed in the local shops, doctor's surgery and Smiddybrae. The poster could be shared electronically via Facebook and on community sites on that platform such as "about Dounby" and the "Dounby Community School". The Planning Officer also suggested a strapline that would be noticed.

The Planning Officer suggested that members should have a backup plan for the day in case of inclement weather and that a questionnaire could be given out with no more than four questions on it so people could fill it in quickly. If the weather was good then the stand could be busy and that to make sure there was enough people to man it. Members discussed whether Birsay Community Council members would be available to help as well. It was suggested having some tables and chairs available and try to engage and encourage children to have ideas and suggestions. Members discussed this and thought a suggestion box could be created for people to post ideas. A washing line could be hung for people to peg their ideas to which could be a bit of a novelty and draw attention to the stand, attracting more interest. Maps of Dounby could be made available for people to draw on their ideas. The Planning Officer suggested that some photographs of other community areas could be made available to give people ideas about what other communities had achieved. It was agreed to make display boards available to be used on the day. Members discussed having different areas for people to comment on, such as the Market Green, Housing, Parking and Public Transport. The Planning Officer advised that pens, paper, sticky notes would be needed, and she would see what she could provide.

The Planning Officer advised that members of the team would read all the comments made along with any sent in by email. They would type up all the comments, put them into different categories and collate all the information. The officer would then attend a future meeting after the show to go through the suggestions.

Councillor King advised that she had recently been to the Dounby School and that the older children were keen to put their ideas forward and it was suggested that a session at the school with these children may be a good idea. The Planning Officer offered to provide any assistance if required.

The Planning Officer left at this point.

Members discussed manning of the stand and suggested everyone did two hours each on the day if they could between the hours of 10.00am and 4.00pm. They discussed the sort of questions they thought would work and decided that they would like to ask the community, questions such as:

- What do you think works well in Dounby?
- What do you think doesn't work well in Dounby?
- What do you think could be improved in Dounby?
- What would you like to see in Dounby?
- Any other comments you would like to make?

The members discussed the washing line and suggestion box and having a word search with local business names on it for the children to complete with a small prize for the winner. Small maps could be made available for the children to draw their ideas on, and it was resolved:

- That "Dounby's Future in Your Hands!" would be used as a strapline for event.
- To note that the Clerk would ascertain if the Chief Officer, Orkney Health and Care, had agreed the use of half their tent on the day.
- That Mrs K Ritch would create a poster to distribute locally and on local media.
- That a Special Meeting would be held on Wednesday 31 July at 19:00 in the Milestone Kirk to finalise details for the Show Day.

### **3. Adoption of Minutes**

The minute of the meeting held on 22 May 2019 was considered by members and subsequently approved, being proposed by Mr G Brown and seconded by Mrs E Grant.

## **4. Matters Arising**

### **A. Speed Limits around Dounby**

The Chair and Vice Chair had marked up a plan of the Dounby area to show exactly where the community council felt the existing limits should be moved to. Members heard that Democratic Services were in touch with the Planning Manager about these proposals, and it was:

Resolved to continue discussion of this item at a future meeting.

### **B. Land at Amenity Site in Dounby**

Members heard that there was still no solution to getting the grass cut and that the Executive Director of Development and Infrastructure was still considering the issue, and it was:

Resolved that the Clerk, on behalf of the members, would enquire as to what the options were for getting the grass cut.

### **C. Cemetery Headstones**

Members heard that the required training had been delivered in order for local contractors to begin the work of reinstating the headstones and that this should be happening with immediate effect, and it was:

Resolved to note the information provided.

## **D. Dunsyre Corner**

Due to the absence of Councillor H Johnston, no update was available, and it was:

Resolved to defer consideration of this item at the next meeting.

## **E. Winter Service Plan 2018/2019**

Members were advised that their comments had been passed on, and it was:

Resolved to note the information provided.

## **F. Proposed Telecommunications Installation**

Members heard that a response from Harlequin regarding the mast had been received. They had looked at alternative sites and that most of the alternatives were closer to the centre of the village with the only other discounted option located outside the school. They had also looked at the BT exchange but that it was 400m south of their search area and would not provide the coverage they were looking for. Harlequin welcomed any other feedback from the members, and it was:

Resolved that members would look at the planning application and continue the discussion of this item at the next meeting.

## **6. Correspondence**

### **A. VAO-Membership renewal 2019 - 2020**

Following consideration of correspondence from Voluntary Action Orkney, members agreed to continue the membership with the organisation, and it was:

Resolved that the Clerk would send off the membership renewal form and arrange to pay the £15 annual fee.

### **B. Thank You Letters**

Members were advised by the Clerk that thank you letters had been received from:

- Orkney Amateur Swimming Group for financial help with their Buckie Age Group Meet 2019 and their Inverness Graded Meet 2019.
- Orkney Schools Concert Bands for financial help with their trip to Perth 2019 in which the group achieved a second Gold Award the Developing Youth Bank Section in the National Finals.

Resolved to note the information provided.

## **7. Consultations**

### **A. Marine Services - Orkney Harbours Masterplan phase 1**

Following consideration of the consultation document on the Orkney Harbours Masterplan phase 1, copies of which had previously been circulated, it was:

Resolved to note the information provided.

## **B. Orkney Islands Council (OIC)- Community Transport Survey**

Following consideration of the consultation document on the OIC Community Transport Survey, it was:

Resolved to note the information provided.

## **C. Marine Renewables, Scottish Government- Planning application**

Following consideration of the consultation document from the Scottish Government about (EMEC) applying to take over and operate the wave test site at Billia Croo, it was:

Resolved to note the information provided.

## **8. Financial Statements**

### **A. Community Council Accounts-2018/2019**

Following consideration of the Certified Accounts of Harray and Sandwick Community Council as at 31 March 2019, copies of which had been previously circulated, it was:

Resolved to note the information provided.

### **B. General Fund**

Following consideration of the General Fund statements, copies of which had previously been circulated, it was:

Resolved to note that the estimated balance was £6,233.89 as at 20 June 2019.

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

Following consideration of the financial statement for the Community Council Grant Scheme, it was:

Resolved to note that a balance of £2,613.58 remained available for approval as at 20 June 2019.

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

Following consideration of the financial statement for the Community Development fund, it was:

Resolved to note the balance remaining available for allocation of £9,640 as at 20 June 2019.

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

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

Resolved to note the balance remaining available for approval of £2,500.00 as at 20 June 2019.

## **9. Applications for Financial Assistance**

### **A. Orkney Islands Games Association Gibraltar Games**

Following consideration of a financial request from Orkney Islands Games Association on behalf of 3 participants, copies of which had been previously circulated, requesting funding towards attending the Gibraltar Island Games on 6 July, it was:

Resolved that all participants were resident in Birsay therefore no grant would be awarded.

### **B. Orkney Amateur Swimming Club – Midsummer Meet, Lerwick**

Following consideration of a financial request from Orkney Amateur Swimming Club on behalf of 5 participants, copies of which had previously been circulated, requesting funding towards attending the Midsummer Meet in Lerwick on 15 June 2019, it was:

Resolved that no donation would be made as they had already received the allocated £50 a year assistance.

### **C. Stromness Youth Football Club-Edinburgh Cup International Festival**

Following consideration of a financial request from Stromness Youth Football on behalf of 2 participants, copies of which had been previously circulated, requesting funding towards attending a competition in Edinburgh on 2 August, it was:

Resolved that a donation of £50 would be given to 1 participant only as the other had already been allocated the allowed £50 a year assistance.

### **D. Dounby Community School-Primary 6 Hoy Trip**

Following consideration of a financial request from Dounby Community School, copies of which had previously been circulated, requesting assistance with the cost of a trip on behalf of 14 pupils, to Hoy on 23 September 2019, it was:

Resolved that a donation of £20 each would be given towards the cost of the trip, totalling £280.

## **10. Publications**

The following publications were made available to members and noted:

- VAO Newsletter – May and June 2019.
- VAO Local Training and Opportunities - May 2019 - Members showed an interest in an article about community asset ownership and the Clerk was asked to email copies of the newsletter to all the members.
- Scottish Natural Heritage Newsletter June 2019.

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

### **A. Signposts**

Members reported that there was a lack of signposts in and around the village for tourist attractions and locations, in particular to Sandwick and Skara Brae. The signposts from Dounby were also in need of upgrading, and it was:

Resolved that the Clerk on behalf of the members would enquire about what could be done to resolve this.

### **B. St Magnus Way Interpretation Board**

Members reported that the interpretation board had been concreted into the ground, which would make it very difficult to move if needed. Members were disappointed to hear this as they had been assured that it would not be a problem if it needed to be moved. Members heard how the Community Council had contributed towards the cost of the sign yet there was no mention of that on the sign, only local businesses, and it was:

Resolved to see how much the Community Council had contributed towards the sign.

### **C. Cemetery Weeds**

Members heard how the Sandwick Kirkyard was overrun with weeds, and it was:

Resolved that the Clerk on behalf of the members would enquire about getting the Kirkyard sprayed.

## **12. Dates of Future Meetings**

Following a discussion of dates for the next meeting, it was:

Resolved that a Special Meeting would be held on 31 July 2019 at 19:00 at the Milestone Community Church to discuss and plan the stand at the Dounby Show.

## **13. Conclusion of Meeting**

There being no further business, the Chair declared the meeting concluded at 21:05.