

Minute of the Meeting of Westray Community Council held in the Westray School Community Classroom and via Teams on Monday, 9 February 2026 at 19:30

Present:

Mr Daniel Harcus, Mr Adam Baird, Mrs Janice Kirkness, Mr Louis Pottinger, Mrs Ann Rendall, Mrs Elizabeth Drever and Mrs Rosalind Rendall.

In Attendance:

- Councillor Heather Woodbridge (via Teams).
- Councillor Mellissa Thomson (via Teams).
- Mrs Jenny McGrath, Community Council Liaison Officer (via Teams).

Order of Business

1. Apologies	2
2. Adoption of Minutes	2
3. Matters Arising	2
4. Correspondence	3
5. Financial Statements	4
6. Financial Requests	4
7. Consultation Documents.....	5
8. Reports from Representatives	5
9. Publications	6
10. Any Other Competent Business.....	6
11. Date of Next Meeting	6
12. Conclusion of Meeting	6

1. Apologies

Resolved to note that no apologies for absence had been received.

2. Adoption of Minutes

The minute of the meeting of Westray Community Council held on 1 December 2025 was adopted, being proposed by Mr Adam Baird and seconded by Mrs Rosalind Rendall.

3. Matters Arising

A. Pierowall Kirkyard

The Clerk updated members on the situation with the Kirkyard. OIC had confirmed that Pierowall was the top priority burial ground in Orkney based on expected lifetime, and that the process to make a capital bid for an extension had been started. Members were advised, however, that there was no guarantee of funding, and it was:

Resolved to note the information provided.

B. New LED Braids

The Clerk advised members that the new LED braids had arrived. During the discussion, members were also advised that the current contractor will be unable to connect the LEDs this year and different arrangements will need to be made, and it was:

Resolved to note the information provided.

C. Winter Service Plan

Members were advised that the stretch of Grimbust Road that had been accidentally removed from the Winter Service Plan had been re-instated, and it was:

Resolved to note the information provided.

D. Chapel of Rest

Members were advised that quotes for the decorative repair to the Chapel of Rest had been requested and that the new window transfers had arrived, and it was:

Resolved to note the information provided.

E. School Car Park

The Chair requested an update on the query from the previous meeting regarding a potential extension to the school car park, and it was:

Resolved that the Clerk would request a further update for the next meeting.

F. School Fire Doors

Members were advised that the new fire doors for the school should be with the contractor by 18 February and would be installed as soon as possible. Following discussion, it was:

Resolved to note the information provided.

G. Burial Ground Grass Cutting

Members discussed the recent briefing note from OIC regarding reductions in burial ground grass cutting. Following the discussion, an alternative schedule was proposed that maintained Pierowall at 12 cuts per year, Rapness at 8 cuts per year, and proposed that the Westside burial ground be grazed by sheep. It was felt that this compromise, keeping to within the allocated council budget, was the best option available, and it was:

Resolved that this proposal be put forward to the Service Manager, Roads and Grounds.

4. Correspondence

A. Community Transport Small Grant Scheme

Members had previously been sent information on a grant scheme for community transport projects, and it was:

Resolved to note the information provided.

B. OHAC Service User Representative

Members had previously been sent information on recruitment to the role of service user representative on the Integrated Joint Board. A member expressed interest in the role and that they would consider contacting the Secretary to Chief Officer to find out more about the commitment, and it was:

Resolved to note the information provided.

C. Cycle Shelter Infrastructure

Information on a proposed new shelter at Rapness had previously been circulated to members, and it was:

Resolved to note the information provided.

D. Digital Connectivity Resilience Enquiry

Information which had previously been sent to members from the Scottish Islands Federation was reviewed, and it was:

Resolved that a member would complete the survey on the community council's behalf.

E. Transport of the Deceased

Members were advised that discussions were ongoing with the Scottish Ambulance Service regarding transport of the deceased in Westray. Members were assured that emergency cover was available, and it was:

Resolved to note the information provided.

5. Financial Statements

A. General Fund

Following consideration of the General Finance statement as at 26 January 2025, it was:

Resolved to note the estimated balance of £44,947.46.

B. Community Council Grant Scheme

Following consideration of the CCGS statement as at 26 January 2025, it was:

Resolved:

1. To note that the main capping limit had £1,576.60 remaining, and that £755 and £780 remained available in the island and additional capping limits, respectively.
2. To cancel the outstanding balances of £21 each on grants 202507 and 202508 as it was confirmed that these would not be claimed.
3. To note that the claim for the outstanding balance of £500 on grant 202505 had been recently received and would be processed as soon as possible.

C. Community Development Fund

Following consideration of the CDF statement as at 26 January 2025, it was:

Resolved to note the fund balance of £0.

6. Financial Requests

A. Inter- Kirk Fund Reimbursement

Resolved to note that the payment of £180 for a buffet lunch for the Salvation Army, would be reimbursed to the Inter-Kirk fund.

B. Sport Travel Costs

A resident had requested financial assistance with travel costs to participate in a sporting competition. During the discussion, members agreed that some general guidelines should be adopted to guide decision making in future requests, and it was:

Resolved:

1. That £75 per trip would be awarded for sport-related travel by island residents under the age of 22, who were in full-time education or on an apprenticeship.
2. That the council would make a maximum of 3 such grants per year.
3. That the current applicant, E Hutchison, met those requirements and as such should be awarded the grant of £75.

7. Consultation Documents

A. Fall of Warness Tidal Site

Following consideration of correspondence regarding a marine licence for works at the Fall of Warness Tidal Test Site, it was:

Resolved to note the information provided.

B. Flood Risk Management

Following a brief discussion in relation to correspondence received from SEPA, it was:

Resolved:

1. That the Community Council Liaison Officer would contact the SEPA representative to clarify how this consultation differed from the recent on-island consultation with Mott McDonald and Orkney Islands Council.
2. That the Chair would speak to the Operations Manager at WDT to coordinate a response.

8. Reports from Representatives

A. Transport

The Transport Representative advised that there was no update at this time, and it was:

Resolved to note the information provided.

B. Planning

The Planning Representative advised that a planning application had been lodged for the renovation of Little House, and it was:

Resolved to note the contents of the report.

C. Health and Care

The Health and Care Representative advised that there was no update available, and it was:

Resolved to note the information provided.

D. WDT

The WDT Representative advised that a meeting was upcoming regarding development of a Place Plan for Westray, and it was:

Resolved that the Chair would liaise with the Operations Manager of WDT in relation to a Place Plan for Westray.

9. Publications

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

- Orkney Ferries Statistics – November and December 2025.
- VAO Training and Funding Update – December 2025 and January 2026.
- VAO Newsletter – December 2025.
- Letter from School Place – November and December 2025.
- SCDA Orkney Festival Programme – December 2025.
- Briefing Note Ferry Replacement Programme – January 2026.

10. Any Other Competent Business

A. Friends of Westray Playpark

A member highlighted that the new equipment at the playpark was still waiting to be signed off by an inspector before it could be used, and it was:

Resolved that the member would send details to Councillor Heather Woodbridge to follow up.

B. Early Ferry for Youth Rugby

A member asked whether the community council would be in favour of an application for an early sailing on Saturday, 2 May, to facilitate the Westray Youth Rugby team attending a match, and it was:

Resolved that the community council were in favour and that the Transport Representative would make the request directly to Democratic Services.

11. Date of Next Meeting

Following consideration of dates for the next meeting, it was:

Resolved that the next meeting of Westray Community Council would be held on Monday, 20 April 2026 at 19:30 in Westray JH School Community Classroom and via Teams.

12. Conclusion of Meeting

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