# Minute of the Meeting of Shapinsay Community Council held in the Club Rooms, Shapinsay Community Centre and via Teams on Thursday, 26 June 2025 at 18:45

Present:

Mrs Leanne Bews, Mrs Esther Chaney, Mr Colin Leslie and Mrs Eileen Phillips.

In Attendance:

* Councillor Stephen Clackson.
* Councillor Mellissa Thomson (via Teams).
* Councillor Heather Woodbridge (via Teams).
* Mrs Jenny McGrath, Community Council Liaison Officer/Interim Clerk.

Order of Business**.**

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## 1. Apologies

Resolved to note that apologies for absence had been received from Miss P Dunnet, Mrs J Noble and Mr G Rendall.

## 2. Election of Office Bearers

Resolved to note that, following discussion, it was agreed that the status quo should remain, being:

* Chair – Mrs Leanne Bews.
* Vice Chair – Mr Colin Leslie.
* Transport Representative – Mrs Esther Chaney.
* Planning Representative – Mr Colin Leslie.
* Health and Care Representatives – Mrs Leanne Bews and Mr Colin Leslie.

## 3. Adoption of Minutes

The minute of meeting of Shapinsay Community Council held on 24 April 2025 was adopted, being proposed by Mr Colin Leslie and seconded by Mrs Eileen Phillips.

## 4. Matters Arising

### A. Funding for Pathways – School Path

The Community Council Liaison Officer advised that OIC’s Engineering Team were finalising the design with stakeholders, and that once this was done, the work would be put out to tender. Members considered the design and agreed that instead of moving the gate, it should be left where it was to save the expense. They also suggested that it would be preferable if the bus could reverse in as it currently did, rather than park side on to the road, and it was:

Resolved:

1. That the Chair would speak to the school and advise that the community council would like to be involved in discussions on the path/parking plan.

2. That the Chair would speak to the Shapinsay Show Committee regarding the gate.

3. That the Interim Clerk would also advise the OIC Engineering Team of the community council’s comments.

### B. Shapinsay Hydrogen Plant Removal

The Chair advised that ITM had been out and de-gassed the hydrogen plant that day, and that the next step would be that a local contractor would remove the items. The Head Teacher of the school had been kept updated on the progress, and it was:

Resolved to note the update and to monitor the situation.

### C. Bike Shelter at School

The Community Council Liaison Officer advised that the community council’s comments regarding the replacement of the facia boards had been fed back to the Building Inspector, along with the request to be consulted on the design of any replacement shed. Members confirmed that facia boards had been removed, and the shelter made safe meantime, and it was:

Resolved to note the information provided and keep this item on the agenda.

### D. Yacht at Shapinsay Slipway

Councillor M Thomson advised that the yacht was still in situ and that due to the need for a compliant removal and disposal, the cost to do this would be significant. Discussions were ongoing with the owner, however there was no current safety or navigational risk, and the yacht remained securely moored. Following discussion, and comments that this would not be allowed to happen if in Kirkwall, it was:

Resolved that this issue would continue to be monitored.

### E. Burroughston Broch

The Community Council Liaison Officer advised that confirmation of the details of the sign had been passed to the relevant officer. She also advised that there was a grass cutting tender in place to cover the period 2024 to 2026 therefore there was no requirement to advertise this work, and it was:

Resolved to ask the contractor if he would be willing to do an additional cut of the area between the bottom gate and the Broch.

### F. NILPS Projects

Mrs L Bews advised that there was a key for the noticeboard at Shapinsay Development Trust, and it was:

Resolved to note the information and remove this item from the agenda.

### G. Floodgates - Kirkwall Pier

There had been no update received on this item, after the community council had advised of their preferred option regarding a gate, signage warning of the dangers of parking in this area, and improved communication on closures, and it was:

Resolved to monitor the situation.

### H. Shapinsay Waiting Room – Kirkwall Pier

The Community Council Liaison Officer advised that the works had been added to the Council system for repairs (Concerto) and that a contractor had recently been working inside the building. Members advised that work had been done but some of the graffiti remained, and it was:

Resolved that Mr C Leslie would inspect the toilets at Kirkwall Pier to see if work had been completed.

### I. Flooding at Shapinsay School

The Community Council Liaison Officer advised that the works had been added to the Council system for repairs (Concerto), so would hopefully be done soon, and it was:

Resolved to note the information provided and monitor the situation.

### J. Land below Helliar View

The Community Council Liaison Officer advised that she had made enquiries with OIC Housing about the possibility of planting wildflowers in the vacant area of land below Helliar View, and that this had been given permission from the Head of Service. Councillor Mellissa Thomson advised that some areas had received funding from GCU, who were the contractor who had been carrying out the fibre broadband works, towards community projects, and it was:

Resolved:

1. To note that OIC permission had been granted to plant wildflowers in the area belonging to Housing.

2. That Mrs Esther Chaney would speak to local experts regarding what would be best to plant.

3. That the Interim Clerk would contact GCU about the possibility of some funding towards the seeds, planting etc.

### K. Christmas Lights

Resolved to note that the lights had now been switched off and that this item could be removed from the agenda.

### L. Drainage at OHAL Properties

Resolved that the Interim Clerk would follow up on the original email as this had not been pursued yet.

### M. Winter Service Plan – Hill Road

Members put in a request for a representative from Roads Support to attend the next meeting in relation to their request for an alternative route around the Hill Road in the Winter Service Plan, which they felt would be quicker and more efficient, and it was:

Resolved that the Interim Clerk would include in the business letter a request for a member of the Roads Support team to attend the next Shapinsay CC meeting to discuss the Winter Service Plan.

## 5. Correspondence

### A. Ferry Replacement Programme - Update

Members had previously been sent an update on the ferry replacement programme, advising that Phase One of the programme, which focussed on the Outer North Isles ferries, would be completed in Autumn 2025 and then attention would turn to Phase 2 where the outline vessel design for Shapinsay (and other isles) would commence. Councillor Heather Woodbridge reassured members that further consultation and engagement with communities would be happening and confirmed that Orkney Ferries crew would be part of the consultation. She also advised that she expected that infrastructure changes would be required in Shapinsay, and advised members that if they had a case to present for the island, now would be the time to make it, and it was:

Resolved to note the correspondence and the information provided.

### B. Island Games Road Closures

A copy of correspondence from Orkney Islands Council had previously been sent round members, advising of the various road closures that would be in place as a result of the Island Games events in July, and it was:

Resolved to note the information provided, particularly regarding the closures that would be in place in Kirkwall.

### C. ZEVI Update

Correspondence in relation to the Zero Emissions Vessel Infrastructure project had previously been sent to members, advising that the first vessel had arrived in Orkney and would be going through trials, and it was:

Resolved to note the update and await further information.

### D. The Orkney Fund – Place Plan EoI Forms

Correspondence had been circulated to members previously, advising that community organisations across Orkney were invited to complete an Expression of Interest form to explore funding opportunities for local Place Plans, as the Orkney Fund was allocating a portion of their funding for development or refreshment of these plans. Following discussion, it was:

Resolved to note the information provided.

### E. RTS Switch Off Information

Correspondence from Neighbourhood Watch Scotland had previously been sent to members, with a poster for display with information on the forthcoming Radio Teleswitch Service switch off, which was scheduled for 30 June, and it was:

Resolved to note the correspondence.

### F. Annual Grants 2025/2026

A letter from Democratic Services was circulated to members at the meeting, advising of the annual grant amounts being awarded to community councils for financial year 2025/2026 as well as the CCGS capping limits. The Community Council Liaison Officer advised that due to an increase in electors to 252, Shapinsay CC would not be eligible for the fragile areas grant and therefore would receive a smaller annual grant than last year, and it was:

Resolved to note that Shapinsay Community Council would be receiving an annual grant of £4,127.33 for 2025/2026.

## 6. Consultation Documents

### A. Ayre Offshore Windfarm

Correspondence from Thistle Wind Partners had previously been circulated to members, advising of a series of Pre-Application Consultation (PAC) Events in August 2025 in relation to applications required to construct an offshore windfarm, and it was:

Resolved to note the information provided.

### B. Community Wealth Building Action Plan – Online Meeting

Members had previously been sent an invitation on behalf of the Orkney Community Planning Partnership for an online feedback session on 24 June. Mrs E Phillips advised that she had attended the meeting and gave a brief overview of the topics that had been covered, and it was:

Resolved to note the correspondence.

## 7. Financial Statements

### A. General Fund

Following consideration of the Shapinsay Community Council General Fund statement as at 12 June 2025, it was:

Resolved to note the estimated balance of £10,245.79.

### B. Community Council Grant Scheme

After consideration of the Community Council Grant Scheme statement as at 26 June 2025, 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 June 2025, 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 June 2025, it was:

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

## 8. Financial Requests

### A. Travel Grant – W Moore

Members considered correspondence from Shapinsay Primary School, requesting financial assistance towards the cost of one pupil attending an awards ceremony to collect the gold maths challenge prize. Following discussion, it was:

Resolved:

1. To award £50 towards the trip from general funds.

2. That the financial policies of other community councils would be requested from Democratic Services so that Shapinsay Community Council could review their financial policy at the next meeting.

### B. SCA Kitchen Upgrade

Resolved to note that an updated quote was yet to be received, therefore members would resume consideration of this request once the information was provided by SCA.

### C. Bag the Bruck

Resolved to award Shapinsay School Parent Council and Orkney Climbing Club £150 each from CCGS for their participation in this year’s Bag the Bruck event.

### D. Shapinsay School – Hoy Trip

Members considered a request from Shapinsay School, copies of which were circulated at the meeting, for financial assistance towards the cost of taking P6 and P7 pupils for outdoor activities in Hoy. Following discussion, it was:

Resolved to award £101 towards the travel element of the trip, subject to CCGS approval.

## 9. Reports from Representatives

### A. Transport

The Transport Representative advised that there had been an enquiry from a member of the public about additional sailings on County Show Day but that Orkney Ferries had been unable to accommodate the request due to working time regulations.

It was agreed that the community council should request an earlier sailing on a Sunday to tie in with the north isles excursions to allow Shapinsay residents to utilise them, and to put in a further request for two weekends next year.

She also advised that there were no further updates on the ZEVI trial, and that she would be attending the Transport Forum on 19 August, and it was:

Resolved to note the information provided.

### B. Planning

Resolved to note that there was nothing to report in relation to planning.

### C. Shapinsay Development Trust

It was advised that a Working Group for Tourism Strategy was being set up and that a feasibility study was going to take place for their enterprise zone. The Wellbeing Project was due to end in September so they needed to look into what it would look like going forward. The Trust were also looking at options for the out-of-hours boat service, and it was:

Resolved to note the information provided.

### D. Health and Care

The Health and Care representatives provided a summary of items that had been discussed at the last meeting. They advised that the Strategic Plan had now been published online, and they were making progress with the “golden hello” but still struggling with recruitment. Telephone/video appointments needed to be promoted and made more available to patients, especially in the isles. Health and Care officials had been looking at transport winter planning and for Island Games services, and discussing the Ferry Replacement Programme and ensuring that quiet spaces and medical rooms were being taken into consideration. It was also reported that ANP working hours were discussed, and that there was a long waiting list for autism assessments. Members also advised that they wanted to see community councils more involved in the recruitment process. They asked for correspondence to be sent to OHAC officers, and it was:

Resolved:

1. That the Interim Clerk would include in the business letter that the community council would like to be more involved in the recruitment process for ANP and health care staff.

2. That the Interim Clerk would draft a letter in relation to concerns around the ANP working hours, asking for assurances that this will be addressed and something done.

## 10. Publications

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

* VAO Newsletter – May and June 2025.
* VAO Training and Funding Update – February and March 2025.
* Orkney Ferries Statistics – April 2025.
* Letter from School Place – May 2025.

## 11. Any Other Competent Business

### A. Shapinsay Darts Club Ferry Request

Resolved to note that a request from Shapinsay Darts Club for an amended ferry timetable on a date in September had been accepted and that the public would be asked to advise of any further requests as soon as possible.

### B. Fish Farm Application

Members discussed the amendments to the application for the fish farm in Veantro Bay and it was advised that the community council would not have been alerted to any changes as they had not put in a representation to the original application, and it was:

Resolved to note the information and that this application was still live.

### C. Verge at Elwick Brae

Resolved to note that the verge would be added to the list of works and attended to as appropriate.

### D. Parking at Shapinsay Slip, Kirkwall Pier

Members advised that there had been complaints from commuters regarding the “ferry users only” spaces at the Shapinsay Slip in Kirkwall, and that recently there had been vehicles and trailers left in those spaces for long periods of time, by vehicle owners who were not using the ferry. Members commented that the situation had been made worse recently due to construction works ongoing in the vicinity of Kirkwall Pier. Residents had commented that they would be willing to pay for a permit if it ensured them a space for their vehicle, and that something similar was in place in Stromness for users of the Graemsay/North Hoy ferry. Following discussion, it was:

Resolved:

1. That the Interim Clerk would ask, via the business letter to Democratic Services, if the signage could be updated at the Shapinsay Slip in Kirkwall to advise that the spaces to the side of the slip were reserved only for the use of ferry users.

2. That the Interim Clerk would also pass on the suggestion that this area could be “permit only” and permits issued to commuters who wished to pay for one.

### E. Kirkyard Wall

A member reported that the outside wall at the kirkyard was full of weeds, and asked if this could be attended to, and it was:

Resolved to report this to the relevant OIC department via the business letter to Democratic Services.

## 12. Dates of Next Meetings

Resolved to note that the next two meetings of Shapinsay Community Council had been set for Thursdays 11 September and 20 November 2025.

## 13. Conclusion of Meeting

There being no further business, the Chair declared the meeting closed at 21:00.