

Minute of the Meeting of Flotta Community Council held in Flotta Community Centre and via Teams on Tuesday, 31 March 2026 at 16:15

Present:

Mrs K Bradley, Mr N Cheeseman, Mrs P Gee, Mr J Gerboc, Mrs A Newby-Tucker, Ms T Newby-Tucker and Mrs I Smith.

In Attendance:

- Councillor G Bevan (via Teams).
- Councillor L Hall.
- Councillor J Park.
- Mrs J Montgomery, Empowering Communities Liaison Officer.
- Ms M Belobradova, Incoming Clerk.

- 4 members of the public.

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1. Apologies

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

2. Adoption of Minutes

The minute of the meeting of Flotta Community Council held on 3 February 2026 was adopted, being proposed by Mrs A Newby Tucker and seconded by Mr N Cheeseman.

3. Matters Arising

A. Triangular Area of Land at Burnside

The Interim Clerk advised that the Community Council Liaison Officer has spoken to a contractor who was interested in coming out to do an initial cut and clear of the land, and that he planned to visit soon to assess the area, and it was:

Resolved that depending on the cost the contractor should be asked to undertake the work.

B. 13 and 14 Burnside

Following consideration of various points raised in correspondence from Mrs A Newby Tucker that required attention including electric appliance repairs, repair of guttering, latches on cupboard doors, taps and door frames which would require the attention of an electrician and a handyman.

There was also a need to look at the possibility of putting in place employed personnel for the cleaning and maintenance of the houses.

It was suggested that the Clerk's role could encompass the bookings and administration for the houses.

Members felt that the grass cutting around both the houses should be put out to tender.

Mr N Cheeseman asked if the short term lets licence was in place and the Interim Clerk advised that it had been applied for however the officer dealing with this was on annual leave therefore an update for this meeting was not available. Mr N Cheeseman also suggested that if an electrician was attending to repair equipment, they could be asked to do the checks required for the short term let regulations.

Mrs A Newby Tucker advised that she had been able to secure some items of furniture for the houses which had been funded through the Community Council Grant Scheme.

It had been suggested that there may be a need to increase the rent charges and Mrs A Newby Tucker provided members with suggested increase prices based on a sliding scale. Once everything was in place new photographs should be taken to use for advertising purposes.

Following discussion, it was decided that it might be worthwhile to hold a separate meeting to discuss the ongoing processes for the Burnside houses, and it was:

Resolved:

1. To hold a separate meeting to discuss the ongoing processes for the Burnside houses on 7 April 2026 at 16:15.
2. That Mrs A Newby Tucker would email members the proposed increased rent prices.

C. Play Park – Equipment and Grass

The Interim Clerk passed members a catalogue for play equipment and asked for the number of pieces of equipment in the playpark for insurance purposes. Discussion was held regarding the removal of one piece of equipment which was cordoned off due to its condition. Mr J Gerboc advised members that fencing required attention. Members queried about the inspection of the equipment, and it was:

Resolved:

1. That the Chair would provide the Interim Clerk with the number of pieces of equipment in the play park.
2. That arrangements would be made to remove the redundant piece of equipment.
3. That the fencing around the play park should be looked at.
4. To note that the Flotta Play Park remained on the inspection list.

D. Scapa Flow Landscape Partnership Paths

The Interim Clerk advised members that a costing for the cutting of the paths was still awaited. Councillor Hall advised that he would ask the Roads Services Technician if he would provide a map of all the core paths on Flotta. The Interim Clerk advised that the Roads Technician intended to visit Flotta, and members noted that they would like to meet with him, and it was:

Resolved:

1. To note that costings for the cutting of the paths were awaited.
2. To advise Orkney Islands Council that Flotta Community Council wished to meet with the Roads Services Technician.

E. Seating at Stanger Head

Mr N Cheeseman advised that he did not have a contact for the landowner however Mrs P Gee advised that she had the contact details and would contact the landowner, and it was:

Resolved that Mrs P Gee would contact the landowner.

F. Christmas Lights

The Interim Clerk advised members of the cost of twenty metre string lights was £90 and a transformer was £60, and it was:

Resolved:

1. To purchase two twenty metre bright white string lights for the tree and one transformer.
2. To apply for Community Council Grant Scheme assistance on the total cost.

G. Flotta Kirkyard Gates

The Interim Clerk advised that the kirkyard gates had been removed for repair and that it had been reported that the second pair of gates required attention, and it was:

Resolved to note the content of the report.

H. Grass Cutting Tenders

Resolved to discuss this item in committee at the end of the meeting.

I. Winter Service Plan

The Interim Clerk advised members that the comments previously forwarded by members will be included in the comments for the Winter Service Plan out for consultation at present, and it was:

Resolved to note the content of the report.

J. Caretaker Role – Burnside

Resolved to note that this item would be discussed at the special meeting to discuss Burnside housing progress.

4. Correspondence

A. Briefing Note – Burial Grounds Grass Cutting

Members had previously been sent an update on burial grounds grass cutting, explaining that the Council proposed to reduce the number of cuts in burial grounds. For the Flotta kirkyard, this meant that the Council would pay for eight cuts instead of ten. Members had previously agreed to fund any additional cuts to keep it maintained at the standard that it had been done to previously, and it was:

Resolved:

1. To note the information provided.
2. That Flotta Community Council would pay for two additional cuts.
3. That Community Council Grant Scheme would be applied for on the cost of the two additional cuts.

B. Prepaid Paper Tickets and Bookings

Members had previously been sent information from Orkney Ferries regarding paper tickets and books of tickets, advising that these had expired and would no longer be accepted as a means of payment for travel, and it was:

Resolved to note the content of the correspondence.

C. Orkney Marine Planning Stakeholder Update

An update from OIC's Marine Planning team had previously been sent to members, advising that the Orkney Islands Regional Marine Plan had been formally adopted by Scottish Government Ministers, establishing a new statutory framework for managing marine activities out to twelve nautical miles from the coast, and it was:

Resolved to note the content of the correspondence and that members had no comments to make.

D. Briefing Note – Part-time 20mph Signage Update

Correspondence from the Team Manager, Roads Support, had previously been sent to members, advising of the plans to remove the part-time speed limit signage around schools due to faults, and replace with permanent speed limit signage on a temporary basis. Following discussion, it was:

Resolved to note the content of the correspondence.

E. RBL – Best Kept War Memorial

Members had previously been forwarded information on Royal British Legion's Best Kept War Memorial Competition, and it was:

Resolved to note the content of the correspondence.

5. Consultations

A. Winter Service Policy 2026 – 2031

Following consideration of the Winter Service Policy, which had previously been emailed to members, the Chair advised on the requirements for having all the roads in Flotta treated. It was also reported that there had been a request on the last two occasions for the school yard to be gritted, despite the school being closed, and should this have been the car park at the community centre side of the building, and it was:

Resolved to ask what car park area should be gritted at the school and that a request should be made for all the roads in Flotta to be treated as P1, which would involve using an extra 20 minutes and half a bucket of salt.

B. Verge Maintenance Plan 2026 Updates

The Verge Maintenance Plan had previously been emailed to members for any comments, and it was:

Resolved that Mrs K Bradley would put information regarding weeds on the MyOrkney portal, and the Interim Clerk would advise OIC through the Business Letter.

6. Financial Statements

A. General Finance

After consideration of the General Finance statement as at 10 March 2026, copies of which had previously been circulated, it was:

Resolved to note that the estimated balance was £58,487.13.

B. Wind Power Fund

After consideration of the Wind Power Fund statement as at 10 March 2026, copies of which had previously been circulated, it was:

Resolved to note that the estimated balance was £21,215.77.

C. Burnside Account

After consideration of the Burnside Account statement as at 10 March 2026, copies of which had previously been circulated, it was:

Resolved to note that the balance was £6,769.80.

D. Community Council Grant Scheme

After consideration of the Community Council Grant Scheme statement as at 10 March 2026, copies of which had previously been circulated, it was:

Resolved:

1. To note the OIC Main Capping Limit had £275.40 remaining for allocation.
2. To note the Additional Capping Limit had £252 remaining for allocation.
3. To note the OIC Island Capping Limit had £755 remaining for allocation.

E. Community Development Fund

After consideration of the Community Development Fund statement as at 10 March 2026, copies of which had previously been circulated, it was:

Resolved to note that the sum of £10,980.51 remained available for allocation.

F. Seed Corn Fund

After consideration of the Seed Corn Fund statement as at 10 March 2026, copies of which had previously been circulated, it was:

Resolved to note that the sum of £3,161.00 remained available for allocation.

7. Financial Request - Bag the Bruck

Mr N Cheeseman and Mrs I Smith declared an interest in this item and did not take part in the discussion.

Flotta Day Club had submitted an application for funding towards sponsorship of a Bag the Bruck clean up in April 2026 and following discussion, it was:

Resolved to award a grant of £300 towards the annual Bag the Bruck and an application should be submitted for Community Council Grant Scheme and that a donation of £100 would be awarded from the Wind Power Fund.

8. Publications

The following publications had previously been forwarded via email, and were noted:

- VAO Newsletter – March 2026.
- VAO Training and Funding Update – February and March 2026.
- Scottish Islands Federation - Newsletter – February 2026.
- Orkney Ferries Statistics – January and February 2026.
- Meet the Buyer Event – 9 March 2026.
- Community Payback Unpaid Work Scheme.
- Police Scotland Recruitment Event – 26 March 2026.
- Isles Special Collection Rota to 30 September 2026.

9. Reports from Representatives

A. Transport

The Transport Representative advised that they had nothing to report, and it was:

Resolved to note the content of the report.

B. Planning

Resolved to note that there were no planning items to report.

C. Health and Care

Resolved to note that the Health and Care meeting was being held on 31 March 2026.

10. Any Other Competent Business

A. Community Payback Scheme

Members discussed the Community Payback Scheme and whether it could be considered for the improvement of the triangular area of land, and it was:

Resolved to note the publication and keep the project in mind for any development of the area of land going forward.

B. Garages at Burnside

Members had previously asked about the use of garages at Burnside and the Interim Clerk advised that all the garages were rented at present. Members asked if there were any rules regarding the use of garages in particular if the users were absent from the island, and it was:

Resolved to ask Orkney Islands Council if there were any rules regarding the renting of garages.

C. Grass Cutting Tenders

Due to the sensitive nature of the following item was held in private.

1. Kirkyard Grass Cutting

Following consideration of tenders for the Kirkyard grass cutting, it was:

Resolved:

- A. To award the contract to Mr G Goddard.
- B. To note that Orkney Islands Council would fund the cost of eight cuts.
- C. That two additional cuts would be funded by Flotta Community Council and Community Council Grant Scheme should be applied for on the cost.

2. Putting Green Grass Cutting

Following consideration of tenders for the Putting Green grass cutting, it was:

Resolved:

- A. To award the Putting Green grass cutting to Mr J Newby Tucker.
- B. That Community Council Grant Scheme assistance should be applied for on the cost.
- C. That in 2027 consideration should be given to additional maintenance of the Putting Green.

3. Play Park Grass Cutting

Following consideration of tenders for the Play Park grass cutting, it was:

Resolved:

- A. To award the Play Park grass cutting to Flotta Heritage Trust.
- B. That Community Council Grant Scheme assistance should be applied for on the cost.

11. Dates of Future Meetings

Following consideration of a date for the next meeting, it was:

Resolved that the next meetings of Flotta Community Council would be held on Tuesday, 19 May 2026 and 23 June 2026 both at 16:15.

12. Conclusion of Meeting

There being no further business, the Chair declared the meeting closed at 18:29.