Minute of the Meeting of Flotta Community Council held in Flotta Community Centre and via Teams on Tuesday, 19 May 2026 at 16:15

Present:

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

In Attendance:

- Councillor L Hall.
- Councillor G Bevan (via Teams).
- Mrs J McGrath, Community Council Liaison Officer.
- Ms C Kelday, Community Council Liaison Assistant (via Teams).
- Ms M Belobradova, Clerk.

- 3 members of the public.

Order of Business

1. Apologies

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

2. Adoption of Minutes

The minute of the meeting of Flotta Community Council held on 31 March 2026 were adopted, being proposed by Ms T Newby-Tucker and seconded by Mr J Gerboc.

Notes of an extended meeting of the Burnside Subcommittee held on 7 April 2026 were also noted by members.

3. Matters Arising

A. Triangular Area of Land at Burnside

The Interim Clerk advised that she had contacted a contractor who had hoped to visit Flotta in May to assess the site, but that this had not yet happened due to his capacity. Other contractors had been suggested.

It was mentioned that several other local organisations had received grants from the Orkney Fund and would it be possible to consider an application. Councillor L Hall advised that the community council would have to have a fully costed proposal ready prior to applying for funding and that perhaps pre-planning advice should also be sought before going any further. Another member suggested that a joint application could go in on behalf of all the community organisations in Flotta, and it was:

Resolved:

1. That the Chair would speak to a local resident about contact details for a contractor who had recently been in Flotta doing similar work, with a view to them clearing the site.

2. To reconsider an application to the Orkney Fund when it was clearer what the long-term plan was for the piece of land.

B. 13 and 14 Burnside

Due to the sensitivity of this item, it was agreed to take it in private at the end of the meeting.

C. Play Park – Equipment and Grass

Members advised that work had been carried out to dismantle/remove some of the items that needed repair or were to be disposed of.

Discussion continued regarding a new piece or pieces of equipment for the play area, as this had been on the agenda for some time. A catalogue had previously been circulated, but no firm decision had been made on what items to get prices for. Following discussion, it was:

Resolved:

1. That an informal meeting would be held to discuss potential items for the play park so that this could be discussed further at the next meeting.

2. To note the information provided.

D. Scapa Flow Landscape Partnership Paths

Mrs P Gee and Mr J Gerboc advised that they had been due to meet with the Roads Services Technician, however he did not turn up at the allocated time, having left the island on an earlier ferry. The officer had provided an update via email instead, advising that he had replaced 20 arrows on all the core path walks, and had identified a post that was down. He would also be instructing the repair of the stiles, and it was:

Resolved:

1. To note the update from the Roads Services Technician.

2. To make enquiries as to the status of the paths installed via the Scapa Flow Landscape Partnership and responsibility for way markers etc. now that the lease with landowners had expired.

E. Seating at Stanger Head

Mrs P Gee advised that she had contacted the landowner about siting a bench at Stanger Head and that he was not against the idea but had requested that it did not go anywhere near the edge, but within the quarry area would be suitable as long as it did not hinder any future operations. He had also advised that dogs should be kept on a lead in this area. It was agreed to go back to the person who had originally suggested a bench to see if they would be happy for the bench to be sited as requested by the landowner, and it was:

Resolved that the Chair would contact the person who had made the original request and report back to the next meeting so that this could be considered further.

F. Christmas Lights

The Community Council Liaison Officer advised that two sets of lights and one transformer, had been ordered since the last meeting and that these would be sent on once received, and it was:

Resolved to note the information provided.

G. Flotta Kirkyard Gates

Members advised that a new small gate had been installed recently but that the bigger gates now required attention, and it was:

Resolved that the Community Council Liaison Officer would raise this via the business letter.

H. Grass Cutting Tenders

The Community Council Liaison Officer advised that the kirkyard grass cutting had been retendered and that Mr J P Bradley had now taken on the contract, following consultation with members via email.

She also advised that the Heritage Trust had taken on the putting green grass cutting. It was noted that any changes to the arrangements required to be agreed by the community council prior to commencement.

Members were also advised that, following a tender exercise, Mr J P Bradley would be cutting the grass at 13 and 14 Burnside. It was queried who cut the communal areas at Burnside, and it was:

Resolved:

1. To note that Mr J P Bradley was now contracted to cut Flotta kirkyard.

2. To note that Mr J P Bradley was now contracted to cut the grass at 13 and 14 Burnside.

3. To note that Flotta Heritage Trust had taken over the contract for cutting grass at the putting green.

4. That the Community Council Liaison Officer would ask for information on who was responsible for cutting grass in the Burnside communal areas.

I. Caretaker Role – Burnside

Resolved to note that this item would be covered at the end of the meeting along with other matters relating to Burnside.

J. Garages at Burnside

Members had been previously provided with a response to their earlier query about the terms of the lease for the garages at Burnside, and it was:

Resolved to note that the conditions of the lease of the garages at Burnside were that they were to be used for the garaging a vehicle, and that they were not to be sub-let.

4. Correspondence

A. Annual Grants 2026/2027

Members had previously been sent copies of correspondence from Democratic Services advising of the Annual Grant amounts for financial year 2026/2027, along with the capping limit figures for CCGS, and it was:

Resolved to note that the Annual Grant to be provided to Flotta Community Council for this financial year was £4,094.03.

B. Orkney Local Development Plan

Members had been forwarded correspondence from Orkney Islands Council's Development and Marine Planning Team, which provided an update on the review of the Orkney Local Development Plan, including information on how communities could have a say in the preparation of the plan, and it was:

Resolved to note the information provided.

5. Consultations

Resolved to note that no consultations had been received since the last meeting.

6. Financial Statements

A. General Finance

After consideration of the General Finance statement as at 8 May 2026, copies of which had previously been circulated, it was:

Resolved to note that the estimated balance was £51,360.20.

B. Wind Power Fund

After consideration of the Wind Power Fund statement as at 8 May 2026, copies of which had previously been circulated, it was:

Resolved to note that the estimated balance was £21,115.77.

C. Burnside Account

After consideration of the Burnside Account statement as at 8 May 2026, copies of which had previously been circulated, it was:

Resolved to note that the balance was £5,188.60.

D. Community Council Grant Scheme

After consideration of the 2025/2026 Community Council Grant Scheme statement as at 8 May 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.

4. To note that a new CCGS sheet would be circulated for financial year 2026/2027.

E. Community Development Fund

After consideration of the Community Development Fund statement as at 8 May 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 8 May 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 Requests

Resolved to note that no requests for financial assistance had been received.

8. Publications

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

- VAO Newsletter – April 2026.
- VAO Training and Funding Update – April 2026.
- Scottish Islands Federation - Newsletter – April and May 2026.
- Orkney Ferries Statistics – March and April 2026.
- Invite - Equality Delivery Group Meeting – 5 June 2026.
- Scottish Water Engage – Stakeholder Edition – May 2026.

9. Reports from Representatives

A. Transport

The Transport Representative advised that the next internal transport forum would take place in August to review the summer timetables. Councillor L Hall advised the Hoy Head had a technical issue with the bow thruster which would be fixed during the summer. The Thorsvoe would cover the route, and he had asked that the Toplander be also used to give additional capacity, and it was:

Resolved to note the content of the report.

B. Planning

The Planning Representative advised there was nothing to report.

C. Health and Care

The Health and Care Representative, Mr J Gerboc, updated on meeting of 31 March which he and Mrs K Bradley attended and advised that a lot of the discussion was around communication during the internet outage. He also reported that standard emergency procedures were in draft format, and that there had been a discussion about gritting roads to health centres/surgeries on the islands.

The Health and Care Representative also advised that he had raised concerns around their nurse provision being removed at short notice to cover other islands, and queried procedure for getting prescriptions delivered to the island and distributed. Following discussion, it was:

Resolved:

1. To note the information provided.

2. That Councillor L Hall would raise the clinician cover and residents' prescriptions with the NHS.

3. To note that the next Joint Isles Health and Care meeting was due to happen on 4 June.

10. Any Other Competent Business

A. Flotta Post Office

Members discussed the future closure of the Post Office and options for the continuation of this service, and it was:

Resolved:

1. That members would ask in the community if anyone would be interested in taking on the role of sub-postmaster, including hosting a public meeting and invite the Post Office Onboarding Manager.

2. Members would look at possible locations for a Post Office, including asking via the Business Letter, to contact the relevant department and if a location in the school would be possible.

3. That Councillor L Hall would speak with the sub-postmaster in North Hoy regarding their recent onboarding with the Post Office.

B. Car Scrappage Scheme

Mr N Cheeseman raised if reintroducing a scrap car scheme would be a possibility, and it was:

Resolved:

1. That members would enquire locally if there would be a desire for a scrap car scheme, the quantities involved and discuss at the next meeting.

2. That the Clerk would contact the terminal to see if they would be willing to assist with a scrap car scheme as they had done in past years.

C. Coat Hooks in Waiting Room

A member advised that there were no coat hooks in the toilets in the ferry waiting room, and it was:

Resolved to ask, via the business letter, if coat hooks could be installed in the toilet cubicles.

D. 13 and 14 Burnside

Due to the sensitive nature of this and the following item, the members of the public present were requested to leave and did not observe the remainder of the meeting.

This item was taken in committee.

The Clerk and Mr J Gerboc left the room during discussion of this item.

The Community Council Liaison Officer advised that, following the last meeting, she had spoken to the Clerk about taking bookings for the Burnside properties and that she had agreed to do this. Members agreed that a fee would be paid to the Clerk to cover the additional duties that this would involve

Resolved:

1. To note that the Clerk would take over as bookings clerk for the Burnside properties and that a handover would be arranged between Mrs P Gee and the Clerk.

2. To note that a fee per month would be provided to the Clerk to cover the additional duties, to be paid from the Burnside Account.

3. To adopt the new pricing schedule as proposed by the Burnside Sub-Committee, but that any prior/annual repeat bookings would be charged at the islander rate.

4. To note that the tender for grass cutting at 13 and 14 Burnside had been awarded to Mr J Bradley following a tender exercise, that the first cuts had been completed, and that invoices would be forwarded to be paid from the Burnside Account.

5. To note that, following agreement via email, 3-piece suites had been purchased for both properties, using funding previously agreed.

E. Caretaker Role – Burnside

Mrs A Newby-Tucker and Ms T Newby-Tucker left the room during discussion of this item.

This item was taken in committee.

The Community Council Liaison Officer advised that the tender document had been drafted, circulated and agreed by members following the last meeting, and that the role of caretaker for the Burnside properties had subsequently been advertised. She further advised that one tender had been received. Following consideration of the tender, and a discussion on what consumables should be provided, it was:

Resolved:

1. To note that a tender document for the Caretaker role had been circulated to members prior to advertising locally.

2. To award the tender for the caretaker role at Burnside to Mrs A Newby-Tucker on a one-year basis (May 2026 to April 2027).

3. That invoices for the work should be submitted to the Clerk to be paid from the Burnside Account.

4. That the Burnside Sub-Committee would determine what consumables should be provided to guests, and that this should be stated to visitors at the point of booking.

5. That further consideration would be given to what the welcome information should contain, and whose contact details should be provided within the property should there be any emergencies.

6. That Mrs A Newby-Tucker should step down from the Burnside Sub-Committee and Ms T Newby-Tucker would take her place.

7. That once all the figures had been collated from last financial years' bookings, a payment should be made to the previous caretaker, based on £20 per month plus 10% of the overall booking income.

8. That the period May 2026 to April 2027 would be a trial period and that a full review would take place towards the end of this period.

11. Dates of Future Meetings

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

Resolved that the next two meetings of Flotta Community Council would be held on Tuesdays 7 July and 1 September 2026.

12. Conclusion of Meeting

There being no further business, the Chair declared the meeting closed at 18:30.