

# **Minute of the Meeting of Westray Community Council held in the Community Room, Westray School, and via Teams on Monday, 16 September 2024 at 19:30**

## **Present:**

Mr Adam Baird, Mr Danny Harcus, Mrs Janice Kirkness, Mr Louis Pottinger and Mrs Rozalind Rendall.

## **In Attendance:**

- Councillor S Clackson.
- Mrs Jenny McGrath, Community Council Liaison Officer.
- Mrs Edith Costie, Clerk.

## **Order of Business**

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

## **1. Apologies**

Resolved to note that apologies for absence had been intimated by Ann Rendall and Councillors Mellissa Thomson and Heather Woodbridge.

## **2. Election of Office Bearers**

Resolved to move the Election of Office Bearers forward in the meeting, to allow other members to join the meeting. The Vice Chair took the Chair.

## **3. Adoption of Minutes**

The minute of the meeting of Westray Community Council held on 1 July 2024 was adopted, being proposed by Mrs Janice Kirkness and seconded by Mr Adam Baird.

## **4. Matters Arising**

### **A. Special Collection**

The Community Council Liaison Officer advised that the opportunity to have a collection had been missed and the next chance would be between 11 November 2024 and 3 February 2025, and it was:

Resolved to ask for a date in December 2024, if possible.

### **B. Street Lighting Northend to Hofn**

Members were informed by the Community Council Liaison Officer that funding was now in place to install columns along the road between the shops and the Hofn and provided members with a marked up plan. She further advised that engineers had been tasked to carry out the work, hopefully to be delivered this financial year. Members all agreed that this was a good outcome, and it was:

Resolved to note the content of the update.

### **C. Public Toilets**

It was reported that the Building Inspector had been to inspect the public toilets and would arrange for necessary repairs, including the use of paint that was more suitable for outdoors, and it was:

Resolved to await a further update.

### **D. Kirkyards**

A response from the Head of Neighbourhood Services was read out, suggesting that they may not have sufficient budget to carry out these repairs. It was agreed that the Community Council Liaison Officer would put together a tender document and advertise the work that required to be done, before going back to the officer with any quotes received. Members were asked, if there was no OIC funding available to cover the work, would Westray Community Council consider paying for the work done, as it could be covered by CCGS, and it was:

Resolved that the Community Liaison Officer and the Clerk would get tender documents written up and advertised, with a short deadline.

### **E. Howanbrek Bin Lid**

No update had been received on the broken bin lid, and it was:

Resolved that the Chair would be asked to contact the resident and ask for an update.

### **F. Village Path**

The Community Council Liaison Officer advised that there was no real update; the path was now on the School Travel Plan but there were limited resources. There may be requests to Westray Community Council and Westray Development Trust to help fund this project, and it was:

Resolved to note the content of the update.

## **5. Correspondence**

### **A. Neighbourhood Services and Infrastructure CC Attendance**

An email had been received and circulated to members from Hayley Green regarding the attendance of NS&I senior managers at future community council meetings. It advised that they would be trying to attend at least one meeting a year but if there was a requirement for an officer to attend for a specific item, they would be happy to attend, and it was:

Resolved to note the information received.

### **B. Orkney Towns Fund Community Workshop**

This has been paused meantime to try and include

Resolved to note the contents of the update.

### **C. Windracer Community Event**

Correspondence had been circulated to advised that there was to be a community event on 18 July 2024 so that locals could witness the Windracer flight to both Eday and Westray, and it was:

Resolved to note the content of the update.

### **D. SSEN £3m Community Fund**

Information had been received and circulated regarding the new fund: Powering Communities to Net Zero Fund which was the successor to the previous Resilience Fund, and it was:

Resolved to note the contents of the update.

## **E. Ferry Replacement Programme Update**

The Community Council Liaison Officer advised that a copy of the updated plan had been emailed to members, but a paper copy could be made available if any of the members wanted to see it, and it was:

Resolved to note the contents of the correspondence.

## **F. OIC Winter Treatment Contracts**

Members discussed the contents of correspondence regarding assistance with civil engineering works and snow clearing etc during periods of extreme weather. They wondered if there would be a better way of doing it to encourage locals to sign up. The Community Council Liaison Officer advised that as the scheme would go through Public Contract Scotland, this would provide insurance for individuals doing the work, and that help had been offered to anyone who needed assistance with filling in the necessary paperwork.

It was felt that more information would be needed on the policy and that it may not be in the best interests for small businesses. Members asked if OIC could draw up a document that would be appropriate to individuals and small businesses in rural areas, and it was:

Resolved that Councillor Stephen Clackson and the Community Council Liaison Officer would find out more about the proposed procedure and whether the local contractors had to go to PCS.

## **G. Thank You Note**

Resolved to note that a thank you note had been received from Westray Football Club for the grant given to them to help with their Shetland trip expenses.

## **6. Consultation Documents**

### **A. Water Safety**

Information on a survey by OIC Safety and Resilience Team regarding Water Safety had been distributed to members previously, and it was:

Resolved to note the contents and that the deadline had passed.

### **B. Orkney Islands Regional Marine Plan**

The consultation on the Orkney Islands Regional Marine Plan, which aimed to support sustainable management of Orkney's marine environment and help decision makers to guide sustainable development to the right places, whilst safeguarding the marine environment and quality of life for Orkney communities, had previously been forwarded to members, and it was:

Resolved to note that the consultation was open for responses until 25 October.

## **C. Finfish Farming Spatial Guidance**

Members had previously been sent information on the Finfish Farming Spatial Guidance - Consultation Draft, which had been deposited for consultation from 1 August until 25 October, and it was:

Resolved to note that members could complete the consultation if they wished to.

## **D. National Care Service**

An email had previously been sent to members regarding a consultation regarding the Island Community Impact Assessment to fully understand the impact of the NCS on island communities, and it was:

Resolved to note that the deadline for completing the consultation was 30 September 2024.

## **E. The Voice of Communities Survey**

A survey had been forwarded to members previously which was being carried out by Highlands and Islands Enterprise, and it was:

Resolved to note the deadline of 30 September and to ask for a paper copy of the questions to see if members wanted to put in a Westray response.

# **7. Financial Statements**

## **A. General Fund**

Following consideration of the General Finance statement as at 5 September 2024, it was:

Resolved to note that the estimated balance was £43,007.85.

## **B. Community Council Grant Scheme**

Following consideration of the CCGS Statement as at 5 September 2024, it was:

Resolved to note that the main capping limit had £3,129.85 remaining for approval and that £740.00 and £537.00 remained available in the island and additional capping limits, respectively.

## **C. Community Development Fund**

Following consideration of the CDF statement as at 5 September 2024, it was:

Resolved to note that £6,983.28 remained available but the sum of £3,030.60 had been allocated to Westray Community Association for refurbishment of Community Room/kitchen and £3,500 had been allocated to Friends of the Westray Playpark for playpark equipment upgrade, which would leave a balance of £452.68.

## **8. Financial Requests**

### **A. Westray Community Association – Refurbishment of Community Room/Kitchen**

A request from Westray Community Association had previously been circulated amongst the members by email for approval, and it was:

Resolved to note that a CDF grant had been granted, subject to approval, for the sum of £3,030.60.

### **B. Westray Senior Citizens Meal**

A request had been received on behalf of Westray Senior Citizens for assistance with the cost of a meal. £500 had been requested, however members were advised that there might not be a need to claim this amount as funding had been requested from other bodies, and it was:

Resolved to note the request and that members were willing to approve a £500 CCGS donation (subject to approval) towards costs should it be required.

## **9. Election of Office Bearers**

As all members were not present, it was:

Resolved to delay the election of office bearers to the next meeting and meantime take reports from current representatives.

## **10. Reports from Representatives**

### **A. Transport**

The Transport Representative informed the meeting that a request had gone to Orkney Ferries regarding changing the proposed scheduled from 10:35 on a Wednesday and Friday to leave Kirkwall at 13:00 instead. Members felt the ferry leaving at 10:30 was not useful, whereas leaving Kirkwall at 13:00 would free up the 16:20 ferry from haulier traffic and make that ferry more accessible to passenger vehicles, making that journey more user friendly. The response from Orkney Ferries was that there was no room to make changes, and that the proposed times were to suit crew rest times and maintenance time. The Transport Representative requested that official letters on headed paper be sent to councillors and Orkney Ferries, requesting that further consideration be given to this item, that Orkney Ferries had a duty to utilise the ferries to their maximum ability, and this was not affecting any of the other isles.

Members were also advised that dates for the Sunday excursions for 2025 would be timed to avoid the Sundays of the Island Games.

The Transport Representative advised that he had also requested that the Transport Meeting be held on a day that there isn't an early boat from Kirkwall, this would mean he would only be in town for half a day instead of losing a full day, and it was:

Resolved that the Clerk would draft a letter to Orkney Ferries regarding the Wednesday and Friday sailings and circulate to members for comment prior to sending.

## **B. Planning**

The Planning Representative informed the members that there had been an application from WDT for 13 Links (Jerusalem), an application for a wind turbine at Newark, and works at Ha'Breck Green, and it was:

Resolved to note the information provided.

## **C. Health and Care**

The Health and Care Representative informed the meeting that minutes and agendas had been requested for the meetings, but none had been forthcoming as yet. She also advised that the Head of Primary Care was keen to do engagement meetings on the isles, and it was:

Resolved to note the contents of the report.

## **D. Westray Development Trust**

The WDT Representative had nothing more to report other than the application for 13 Links was submitted in order to get the ball rolling on the project, and it was:

Resolved to note the contents of the report.

## **11. Publications**

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

- VAO Newsletter – July and August 2024.
- VAO Training and Funding – July 2024.
- Letter from School Place – July and August 2024.
- Orkney Ferries Statistics – July and August 2024.
- Loganair Passenger Statistic – to end of August 2024.
- SRUC Report.
- NHS Share.

## **12. Any Other Competent Business**

### **A. Christmas Tree Lighting**

Members agreed that the date for the Christmas Tree lighting would be 30 November 2024. The hall and kitchen had been booked, but there would be no Salvation Army presence this year. The youngest child in the school will be asked to switch on the tree lights, as usual. Members asked if it would be possible for some of the school children to perform or sing in the hall during the refreshments. Mrs Rozalind Rendall agreed to ask at the school if the entertainment is possible.

It was advised that the purchase of heavy-duty tree lights would be better as the usual lights get ruined by the strong winds. In the long run it would be worth spending a bit more and investing in lights that would last.

A member asked why the community tree had been resituated at Kalisgarth and no longer in the village. It was advised that this was because the siting of the village tree was added to the Kalisgarth Garden Project, and that Kalisgarth was a good place for the event and was safer for the community. Although the tree cannot be seen from the main village road, the provision of the festive wraps on the lamp posts were meant to compensate for that. Following further discussion, it was:

Resolved:

1. That the tree lights would be ordered at proposed cost of £450, and funded by CCGS, subject to approval.
2. That an order be put in for a 16-to-18-foot tree, which would be funded by CCGS, subject to approval.

## **B. Playpark Fence**

It was advised that the high fence around the perimeter of the playpark and playing field, next to the main village road, is full of holes with dangerous points of wire sticking out, as well as being unstable. It is a real safety risk, especially for the children. The fence doesn't need patching up, it needs replacing. It was:

Resolved that Councillor Clackson will look into what work has been done and asks if members keep him informed. Also, a business letter from Westray Community Council and the Parent Council should be submitted.

## **C. Community Council Conference**

The Community Council Liaison Officer advised that a Community Council Conference would be hosted in Kirkwall on 4 October 2024 for CC Chairs, Vice Chairs and Clerks, and that it would be a good chance to share knowledge, and it was:

Resolved to note the information about this event.

## **13. Date of Next Meeting**

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

Resolved that the next meetings of Westray Community Council would take place on Mondays 11 November 2024 and 27 January 2025, both starting at 19:30.

## **14. Conclusion of Meeting**

There being no further business, the Vice Chair declared the meeting closed at 20:30.