

# Minute of the Meeting of Westray Community Council held in the Westray School Community Classroom and via Teams on Monday, 1 December 2025 at 19:30

## Present:

Mr Daniel Harcus, Mr Adam Baird, Mrs Janice Kirkness, Mr Louis Pottinger, Mrs Ann Rendall and Mrs Rosalind Rendall (via Teams).

## In Attendance:

- Councillor Melissa Thomson (via Teams).
- Mrs Jackie Montgomery, Empowering Communities Liaison Officer.
- Mrs Hayley Robinson, Incoming Clerk.

## Order of Business

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

## **1. Apologies**

Resolved to note that apologies for absence had been intimated by Mrs Elizabeth Drever and Councillors Heather Woodbridge and Stephen Clackson.

## **2. Adoption of Minutes**

The minute of the meeting of Westray Community Council held on 6 October 2025 was adopted, being proposed by Mrs Anne Rendall and seconded by Mrs Rosalind Rendall.

## **3. Matters Arising**

### **A. Westray Development Trust Grant**

The Interim Clerk advised members that WDT had approved the grant towards the costs of the Christmas tree lighting, and it was:

Resolved to note that WDT had awarded a grant towards the tree lighting costs.

### **B. Tree Lighting Planning**

A discussion was had to finalise the timings for the tree lighting ceremony. During the discussion it was noted that two sets of the Christmas lights on the lamp posts were not working, and so it was:

Resolved to obtain a quote for five replacement sets, for next year.

### **C. School Fire Door Update**

Members were advised that the delays had been due to a new contractor needing to be found to supply the doors. A new order was placed in October, and the doors will be installed as soon as possible. An on-site inspection had verified that all the doors can be opened and that the statutory requirements are met, and it was:

Resolved to note the information provided.

## **4. Correspondence**

### **A. Scapa Deep Water Quay Update**

Following consideration of correspondence from the Technical Advisor Team, Arch Henderson LLP, with regards to the Scapa Deep Water Quay update, it was:

It was resolved to note the information provided.

### **B. Orkney Islands Coastal Change Adaptation Plan**

Following consideration of the Orkney Coastal Change Adaptation Plan online introduction event held on 11th November 2025, it was:

It was resolved to note the information provided.

## **C. Burial Grounds Grass Cutting**

Following a review of a proposal from OIC regarding the grass cutting at burial grounds, members discussed the options. It was felt that there would be very little savings achieved by reducing the frequency of cuts, as each cut would then take longer and therefore be more expensive.

Several questions were raised including:

- How is the money that is raised by selling burial plots utilised? Is this allocated towards burial ground maintenance currently?
- Will the budget cost per m2 be fixed?
- Why was there such a discrepancy between some of the budgets (i.e. St Magnus at 47p per m2 versus 20p per m2 for the Westray Kirkyards?)

Members felt that £3,300 would be a significant percentage of the annual budget and would severely limit the capabilities of the Community Council, and it was:

Resolved to provide the requested feedback and also to request an update on the Pierowall Kirkyard extension.

## **D. Island Digital Connectivity Resilience**

Following consideration of correspondence regarding an online meeting on island digital connectivity, it was:

Resolved to note the information provided.

## **E. Ferry Replacement Update**

Following consideration of correspondence providing an update on the ferry replacement programme, it was:

Resolved to note the information provided.

# **5. Financial Statements**

## **A. General Fund**

Following consideration of the General Finance statement as at 20 November 2025, it was:

Resolved to note the estimated balance of £45,791.50.

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

Following consideration of the CCGS statement as at 20 November 2025, it was:

Resolved:

1. To note that the main capping limit had £2,580.28 remaining, and that £755 and £755 remained available in the island and additional capping limits, respectively.

2. To prompt the claimant of grant 202505 to claim the outstanding balance of £500.

### **C. Community Development Fund**

Following consideration of the CDF statement as at 20 November 2025, it was:

Resolved to note the fund balance of £0.

### **6. Financial Request - Screen Machine**

Members had previously agreed by email to fund half the ferry cost of the Screen Machine, and it was:

Resolved to note that £437 had been awarded to The Screen Machine, subject to CCGS approval.

### **7. Consultation Documents**

#### **A. Survey on Impact of Coastal Change**

Following consideration of correspondence asking for a poster to be circulated widely, it was:

Resolved to note the information provided.

#### **B. Have Your Say on Tourism – Community Workshops**

Following consideration of correspondence advising on workshops taking place in November, which had been emailed previously due to deadline, it was:

Resolved to note the information provided.

#### **C. Northern Isles Ferries Consultation**

Following consideration of the Transport Scotland Northern Isles Ferry Statistics 4 Public consultation, closing date 13 October 2025, it was:

Resolved to note the information provided.

#### **D. Nordic Sea and Third Aircraft Timetables**

Following discussion of the timetables, members noted:

- “The Shortest Flight” generates a good deal of tourism for the island and they would not want this to be reduced.
- There is no improvement in the weekend service. This is especially a problem during the long ferry re-fit period.
- A Saturday morning flight, so that children could attend sports fixtures etc would be beneficial. Not really a benefit to residents to have a flight in the middle of the day, and it was:

Resolved to provide the requested feedback.

## **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 planning applications for the demolition of the community hall and for the building of a house near Pharay's Park had been submitted, 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. Westray Development Trust**

The WDT Representative advised that Bayview was now fully occupied and that the demolition of the community hall had been put out to tender, and it was:

Resolved to note the contents of the report.

## **9. Publications**

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

- PSTN Switch off information.
- VAO Training and Funding – October and November 2025.
- VAO Newsletter – November 2025.
- Letter from School Place – October 2025.
- Free Training Sessions for Community Councils – November 2025.

## **10. Any Other Competent Business**

### **A. Chapel of Rest Windows**

It was suggested that a patterned film on the windows would help to improve the appearance of the Chapel of Rest. During the discussion it was decided that the building should be inspected to see if any other works were required at this time, and it was:

Resolved that the Chair would inspect the Chapel of Rest and report back to the Clerk with an update.

## **B. Fly Tipping at the Recycling Area**

Members discussed the recent fly tipping of white goods near the recycling area, and it was:

Resolved:

1. That the Clerk would put a notice in Auk Talk to remind residents that fly tipping is illegal and that the council organise regular collections of large refuse items.
2. That a “No Fly Tipping” sign would be ordered.

## **C. Car Parking at the School**

It was discussed that a 1,000 m<sup>2</sup> extension to the current 750 m<sup>2</sup> car park may be possible with the land available at the side of the school. It was noted that this would resolve some of the road safety issues at the school and could possibly function as a dual use play area, and it was:

Resolved to request that this extension, plus the re-painting of lines on the current car park, be added to the School Active Travel Plan.

## **D. Road Gritting Plan**

A member noted the road into Grimbust had been removed off the gritting plan and as this is a school bus route this part of the road should be reinstated to priority 2s, and it was:

Resolved to request that the road into Grimbust was added back on to the gritting plan.

## **11. Dates of Next Meeting**

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

Resolved that the next meeting of Westray Community Council would be held on Monday, 9 February 2025 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 20:45.