

Minute of the Meeting of Westray Community Council held in the Community Classroom, Westray Junior High School on Monday, 11 June 2018 at 19:00

Present: Mr A Baird, Mrs E Drever, Mr D Hutchison, Mr C Kirkness, Mr A Scott and Mr D Seatter.

In Attendance: Councillor S Clackson.
Mrs E Woodhouse, Clerk.
One member of the public.

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1. Apologies

Resolved to note that apologies had been received from Ms J Holland and Councillors G Sinclair and K Woodbridge.

2. Election of Office Bearers

A. Election of Chair

Following a secret ballot, it was:

Resolved that Mr A Baird be elected as Chair for Westray Community Council.

B. Election of Vice Chair

Following a secret ballot, it was:

Resolved that Mr A Scott be elected as Vice Chair for Westray Community Council.

C. Election of Transport Representative

Following an open vote, it was:

Resolved that Mr A Baird be elected as Transport Representative for Westray Community Council.

D. Election of Planning Representative

Following an open vote, it was:

Resolved that Mr D Seatter be elected as Planning Representative for Westray Community Council.

E. Election of Representative to Westray Development Trust

Following discussion regarding this post, it was:

Resolved that there would not be a representative from the Westray Community Council to the Westray Development Trust.

F. Election of Representative on the Project Evaluation Group (PEG)

Following an open vote, it was:

Resolved that Mrs E Drever be elected as representative for the Westray Development Trust Project Evaluation Group.

G. Election of Patient Reference Group (NHS Orkney) Representative

Following an open vote, it was:

Resolved that Ms J Holland be elected as the representative for the Patient Reference Group.

H. Friends of Kalisgarth Representative

Following an open vote, it was:

Resolved that Mr C Kirkness be elected as the representative for Friends of Kalisgarth.

3. Minute of the Meeting held 16 April 2018

The minute of the meeting of Westray Community Council held on 16 May 2018 was approved, being proposed Mr A Scott and seconded by Mr D Hutchison.

4. Matters Arising

A. Christmas Lighting

The Clerk reported that Democratic Services had provided information on the cost of installing a power supply in the planned new street lighting for Pierowall, together with a 2013 specification from Road Services for Column Mounted Festive Decorations. However, the quoted cost of £500 per column (based on 2013 costs) seemed excessive to members for installing a power supply for a festive decoration in a new street lighting column prior to its installation in Pierowall. Democratic Services had advised that Road Services were starting to design the street lighting works and needed to know as soon as possible if a power supply was required in the new columns. Following discussion of this item, it was:

Resolved:

1. That without a specific quotation for installing a power supply to connect a column mounted festive decoration in each column it would be unwise to request such a connection in any of the planned new columns at an unknown cost.
2. That Councillor Clackson would look into obtaining a specific quotation for this service.
3. That the Clerk would forward Councillor Clackson the information already received on this topic.

B. Pierowall Village Path

The Chair advised members that it was not possible for an individual to follow all the processes necessary to ascertain the ownership of all pieces of land that are being considered for the Pierowall Village Path route. Following discussion of this item, it was:

Resolved:

1. That the Clerk would write to local solicitors to obtain quotes for ascertaining land ownership in the areas where the owner remained unknown.
2. That the Chair would look into applying for Scottish Land Fund grants and Sustrans funding for purchasing the relevant parcels of land, and check any relevant restrictions.
3. To note that CDF funding might be applicable to this scheme and that once costs and funding options have been ascertained, an approach to Westray Development Trust be considered.

C. Islands of Orkney Brochure

The Clerk reported that Economic Development had responded to the Community Council's request to be provided with the template for the Island pages, stating that this would not be possible. However, amendments to the content could be incorporated into next year's brochure as long as they were received early in 2019. Following discussion of this item, it was:

Resolved that the Clerk would forward the 2018 brochure pages to the Westray and Papa Westray Tourist Association and ask if they would be interested in taking on the task of revamping the text and image content.

D. Chapel of Rest

The Clerk reported that following a meeting and discussion with the Funeral Director, the advice received was that an air conditioning unit would not be suitable for the Chapel of Rest but that the Flexmort cooling system would be ideal. The Funeral Director agreed to provide prices for the Flexmort system. Following discussion of this item, it was:

Resolved:

1. That the Clerk update members with the costs of the Flexmort system when the figures were available.
2. That Mrs E Drever check with Ms J Holland regarding the purchase of curtains for the Chapel of Rest.
3. That the item be discussed at the next meeting of the Community Council.

E. Kirkyard Grass Cutting

The Clerk advised that the signed paperwork has been received from the successful contractor, and it was:

Resolved to note the information provided.

F. Aggregates Scheme

The Clerk advised that Democratic Services had provided information on two Island schemes for the provision of aggregate for private driveways, and that the outline scheme suggested by members would be acceptable. She explained that CCGS category T1 was for transporting aggregate and category D1 is for the aggregate itself. Following discussion of this item, it was:

Resolved:

1. That the Clerk would approach Westray Development Trust and ask if they would be willing to assist with financing an aggregates scheme.
2. To note the information provided by Democratic Services, and that Westray Development Trust grants were for community benefit and may not be available for this purpose.

G. Rapness Pier Safety

The Chair advised that a potentially fatal situation had recently arisen at the terminal at Rapness and that it had been noted that some pedestrians had objected to being asked by Orkney Ferries staff to stand clear of the vehicle access route. The Clerk advised that no further information had been received regarding members' queries on pedestrian safety at Rapness Pier. Following discussion of this item, it was:

Resolved:

1. That Councillor Clackson be requested to chase up the Community Council's request for information and involvement in future safety strategy planning at Rapness Pier.
2. That the Clerk would forward to Councillor Clackson all previous correspondence on this issue.

H. Road Outside Surgery

The Clerk updated members with information received from Road Services via Democratic Services that one reported near-miss incident did not constitute the need for reduced speed limits, traffic calming or warning signs. The Team Leader, Roads Support, had forwarded correspondence to the Engineering Services Manager who could arrange for the matter to be raised at the next site meeting. Following discussion of this issue, it was:

Resolved:

1. To note the information provided.
2. That the Clerk should respond to the communication from Democratic Services to advise that the one reported incident was not the only incident of potential accidents at this site and that WCC members had witnessed

contractors' vehicles driving along Pier Road past the surgery in a manner that they considered to be without due care and consideration.

3. That Democratic Services to be asked to insist that the Engineering Services Manager raise this matter with the contractor.

I. Information Board at East Kirbest

The Clerk advised members that the information board at East Kirbest had been replaced on its stand, and it was:

Resolved to note the information provided.

J. Westray Public Toilets

The Clerk provided details of the successful contractor for cleaning the public toilets. Following discussion on this item, it was:

Resolved to note the information provided, and that the Chair would speak to the contractor concerning the lack of toilet paper in the Ladies' Toilets in Pierowall village.

K. SSEN North of Scotland Resilient Communities Fund

The Clerk reported that she had received an email confirming that Westray Community Council's application had been received. She also explained that other Community Councils in Orkney had been successful with similar applications despite having the same financial arrangements, and it was:

Resolved to note the information provided.

L. Westray Golf Club Funding Agreement

The Clerk advised members that, because of some confusion between herself and Democratic Services, the Westray Golf Club funding application had been allocated from the CCGS without first being considered for Seedcorn funding. Democratic Services had provided a Seedcorn application form and a copy of a letter for a previous Seedcorn application and would be happy to resubmit the application to Economic Development for consideration. Meantime, the invoice from Symbio for the fertiliser had been received by the Clerk. Following discussion, it was:

Resolved that the Clerk would resubmit the application for the grant to be considered for Seedcorn funding.

M. OIC Core Paths Responsibilities

The Clerk updated members with information received from Democratic Services that, although local authorities have the power to maintain core paths, there is no duty upon them to do so. Local authorities are required by statute to have a Core Paths Plan and to uphold access rights. Following discussion, it was:

Resolved that the Chair would raise the question of paths and verges at the upcoming Community Council Conference.

N. Payphone at Rapness Pier

Members heard that the payphone at the Rapness Pier waiting room was still out of order. Mr D Seatter advised that this phone was not a BT phone but was the responsibility of the Harbour Authority. Following discussion of this item, it was:

Resolved that Mr D Seatter would contact the Harbour Authority concerning this payphone.

5. Correspondence

A. Air and Ferry Services Consultative Forum Meetings

Following consideration of invitations to attend both the Air and Ferry Services Consultative Forum meetings on 22 August 2018, copies of which had previously been circulated, it was:

Resolved that the Transport Representative would attend this meeting.

B. Ferries Procurement Policy

Following discussion of correspondence from Democratic Services, copies of which had previously been circulated, regarding the Minister for Transport's invitation to discuss the Ferries procurement policy on 29 April 2018, it was:

Resolved to note the contents of the correspondence.

C. Friends of Kalisgarth

Following consideration of correspondence from the Secretary of the Friends of Kalisgarth, copies of which had been previously circulated, requesting that WCC elect a representative to the Friends of Kalisgarth, it was:

Resolved that the Clerk would advise that Mr C Kirkness has been elected as representative to the Friends of Kalisgarth.

D. Community Conversation Meetings

Following consideration of correspondence from Democratic Services, copies of which had been previously circulated, regarding the Community Conversation meetings and questions to be posed to the communities, it was:

Resolved:

1. To note the contents of the correspondence.
2. That the Chair would be attend the Community Council Conference meeting on 20 June 2018.

3. That Mrs E Drever would post the information on the Westray Facebook page.
4. That the Clerk advise the Chair prior to the meeting if any comments are received from members of the Westray community.

6. Financial Statements

A. General Finance Statement

Following consideration of the General Finance statement as at 28 April 2018, it was:

Resolved to note the estimated balance of £20,354.56.

B. Community Council Grant Scheme (CCGS)

Following consideration of the CCGS statement as at 28 April 2018, it was:

Resolved:

1. To note that £1,888.33 remained available for allocation within the main capping limit, £482 within the additional limit and £642 within the island limit.
2. That these figures include the £955.55 for Westray Golf Club.

C. Community Development Fund (CDF)

Following consideration of the CDF statement as at 28 April 2018, it was:

Resolved to note that £5,000 remained available for allocation.

D. Seedcorn Statement

Following consideration of the Seedcorn statement as at 28 April 2018, it was:

Resolved to note that £934.40 remained available for allocation, and that this figure would be reduced to zero if the application to allocate these funds to the Westray Golf Club was agreed.

E. Annual Grants Update

Following consideration of the communication from Democratic Services concerning the Community Council Annual Grants, copies of which had been previously circulated, it was:

Resolved to note that the annual grant amount remained the same as last year.

F. Community Council Accounts for year ending 31 March 2018

Following consideration of the Certified Community Council Accounts for year ending 31 March 2018, copies of which had been previously circulated, it was:

Resolved to note the information, and that the Clerk would display a copy of the accounts in a public place in accordance with the Community Council Scheme.

7. Financial Requests

A. THAW Orkney

Following Consideration of the request for funding from THAW Orkney, copies of which had been previously circulated, it was:

Resolved that £200 should be awarded to THAW Orkney from the general fund.

B. Westray Heritage Trust

Mrs E Drever declared an interest in this item and was not present during discussion thereof.

Following consideration of the request for funding from Westray Heritage Trust, copies of which had been previously circulated, it was agreed to award a grant of £1,500, but that the Clerk should write to Westray Heritage Trust and request details of fund raising activities that could contribute towards these costs as the figure requested represented a large portion of the funds available to the Community Council, and it was:

Resolved that £1,500 be awarded to Westray Heritage Trust and that the Clerk write to them regarding fund raising.

C. Year of Young People Event

Following consideration of the request for funding from the Year of Young People ambassadors, copies of which had been previously circulated, requesting financial assistance towards a youth event, it was:

Resolved that £75 be awarded to the Year of Young People event.

D. Bag the Bruck

As only one application had been received for funding for the Bag the Bruck Scheme and the necessary paperwork to claim the grant had been received, it was:

Resolved that the full amount of £300 be awarded to the Orkney and Shetland MS Research Project.

8. Publications

The following publications were made available to members to view:

- Orkney Ferries Statistics - March 2018.
- Community Planning News – May 2018.

9. Any Other Competent Business

A. Kirkyards - Grass Condition

The contractor appointed to cut the Kirkyards grass had advised that he was concerned about the condition of the grass and felt that there was a need for weed killing and scarifying. Following discussion of this item, it was:

Resolved that Mr C Kirkness would request a written quotation for the work and materials required, and that once a quotation was received, this would be considered by members via email.

B. Roadside Ditching

Following discussion of road works undertaken on the island, it was:

Resolved to note that some roadside ditching had been done.

C. Uncollected Dog Waste

Members heard concerns about the amount of dog waste left uncollected around the island, and it was:

Resolved:

1. That the Clerk should submit a notice to Auk Talk to raise awareness of the need for dog owners to collect the waste that their dogs leave; to ensure that dog owners do not allow their dogs into the Playpark or the playing field; and to ensure that dog owners know that they can deposit their dog waste bags in any council bin.
2. That the Clerk enquire whether free dog waste bags are available from OIC and if so, ask that WCC be given a supply.

D. PPRG Meeting

The Clerk reported that she had received an invitation to a PPRG meeting to be held on 1 October 2018. Following discussion of this item, it was:

Resolved that the WCC Patient Reference Group representative be given the opportunity to attend.

E. Kalisgarth Garden Opening

The Clerk advised that an invitation to the Kalisgarth Garden Opening had been received for the Chair or a representative of WCC to attend. Following discussion of this item, it was:

Resolved to note the invitation.

F. Links of Noltland

The Clerk advised that a request had been received from the Links of Noltland Steering Group requesting a letter of support for the Links of Noltland Project from the WCC to present to representatives of Historic Environment Scotland at a meeting on 10 July 2018. Following discussion, it was:

Resolved that the Chair would write a letter of support for the project, as requested.

G. SEPA Coastal Flood Warning Scheme

The Clerk reported that she had received an email from SEPA requesting assistance with their plan to hold a drop-in information event in Westray in September. Following discussion of this item, it was:

Resolved that the Clerk should respond to the email suggesting the Höfn as a suitable venue for the drop-in event and offering to put up posters and advertise the event locally.

10. Date of Next Meeting

Following discussion of future meeting dates, it was resolved that the next meeting of Westray Community Council would be held on Monday, 13 August 2018 at 7.00pm.

11. Conclusion of Meeting

There being no further business, the Chair declared the meeting concluded at 9.30pm.