

# Minute of the Meeting of Westray Community Council held in the Community Classroom, Westray Junior High School on Monday, 11 February 2019 at 19:00

## Present:

Mr A Baird, Mr A Scott, Mrs E Drever, Miss J Holland, Mr D Hutchison, Mr C Kirkness and Mr D Seatter.

## In Attendance:

- Mrs J Montgomery, Empowering Communities Liaison Officer.
- Mrs E Woodhouse, Clerk.

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## **1. Apologies**

Resolved to note that apologies for absence had been received from Councillors S Clackson, G Sinclair and K Woodbridge.

## **2. Minute of the Meeting of 12 November 2018**

The minute of the meeting of Westray Community Council held on 12 November 2018 was approved, being proposed Mr D Hutchison and seconded by Mr A Scott.

## **3. Matters Arising**

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

Members discussed a response from the Island undertaker to the WCC proposal that he and the assistant undertaker contract to keep the Chapel of Rest and its immediate surroundings clean and tidy. WCC would be invoiced annually for the sum of £200 which would cover cleaning of the Chapel of Rest after use (allowing for four such cleans per year) and regular maintenance of the surroundings using equipment supplied by the undertaker and assistant undertaker. Additional after-use cleaning to be charged at £10 per time. Members agreed to this contract.

Members also discussed the donations to the Chapel of Rest, by J Corse Funeral Director, of the cooling table (highly praised by the Island undertaker) and a trolley for the transfer of bodies from residence to ambulance and from ambulance to Chapel of Rest (also gratefully acknowledged by the Island undertaker), and it was resolved:

1. That the Clerk write to J Corse Funeral Directors to thank them for their generous donations.
2. That the Clerk write to the Island undertaker to confirm the details for caretaking duties at the Chapel of Rest.

### **B. Orkney Inter-Island Transport Study**

The Chair reported that consultation on the provision of new ferries was ongoing.

Members discussed the Briefing Note issued by the OIC Transport Manager on 15 January 2019, and previously circulated, and it was noted that the Briefing Note stated that “in the coming weeks a household survey will be distributed in the Outer North Isles”. This survey will collect information from Isles residents on current use of inter-isles transport and views on future service needs, therefore members felt that there was no need for them to conduct their own study, and it was:

Resolved to note the information provided and await the survey.

### **C. Public Toilets**

Members discussed an email received by a member, previously circulated, and it was:

Resolved to note that OIC had allocated money for the refurbishment of the village public toilets and that a local contractor had received a Works Order for this work.

## **D. Christmas Lighting**

The Empowering Communities Liaison Officer advised that Westray street lighting works were due to commence next week, and that the contractor would be installing the connectors as part of this project. Confirmation of the cost was still awaited; however, it was understood that brackets were not required. The Community Council must provide straps for the column wraps. If the column wraps were to be left up all year round the Community Council would need to indemnify the Council over any damage that may result in the wraps coming loose. The CC would be responsible for all maintenance, including repairs to the electrical connections and replacement of any defective parts. There would also be the requirement for an OIC operative to install and remove the fuse each year. Following discussion, it was:

Resolved to note the content of the correspondence.

## **E. Christmas Tree Lighting**

Members reported that there had been much enthusiastic feedback concerning the change to the location of the Community Christmas Tree although some folk mentioned that they had missed the lights in front of the hotel. Lessons had been learned regarding the new location. The Chair thanked all those involved with organising the event and ensuring that all went smoothly on the night, and also those who dismantled the tree last month, and it was:

Resolved that further new sets of lights would be purchased for the tree for this year.

## **F. Village Path**

Members discussed information previously circulated by the Clerk from Registers of Scotland (RoS). The situation with regard to land where ownership was not known could involve a prescriptive claim to establish new ownership which would take at least ten years to establish. The searches carried out so far by RoS have not resulted in any titles being found and there is thus no charge to date from RoS. The Empowering Communities Liaison Officer updated members with further information held by OIC on the history of the proposed village path and currently established titles. Members discussed options for what to do next, and it was resolved:

1. That Democratic Services would forward all information in electronic format to the members, via the Clerk.
2. That the project would be split into two phases: phase 1 to cover the sections at each end of the proposed footpath where land ownership was known and phase 2 to cover the centre section where land ownership was not known.
3. That the Chair and Mr D Seatter would look into funding options for phase 1.

## **G. Rapness Pier Safety**

In accordance with the rules governing the Participation Request that was agreed by OIC in September 2018, a workshop was held on 10 January 2019 in Westray as the

first step in the Outcome Improvement Process. Those present included the Chair and Vice Chair, the Harbour Master and Head of Marine Services, Engineering and Transportation, and the Ferry Services Manager. The concerns of WCC for pedestrian safety at Rapness Pier were discussed, as was the temporary measure put in place by OIC in early September 2018. This temporary measure had been observed to be reasonably successful. The representatives of OIC had then presented plans for four options for permanent solutions to the concerns. Option two, which would involve a permanent pedestrian gate and gated access for vehicles to the pier was agreed by all to be the most suitable solution to implement. A target implementation date of early May, to coincide with the introduction of the ferry summer timetable, was agreed. The representatives from OIC felt that the gates, new signage and the agreed new procedures for the ferry and pier staff were achievable within this timescale. Relining the current road markings and laying down new road markings would take longer to achieve. It was agreed that it would be preferable to go ahead with the gates, signage and amended procedures as soon as possible. All present agreed that this had been a positive and worthwhile workshop and that the agreed solution would provide excellent guidelines/instructions for the safety of pedestrians at Rapness Pier without having any significant negative or adverse impact on the operation of the ferries, the allowed turnaround time or the workload for the ferry and pier staff. Following discussion, it was:

Resolved to note the information provided.

## **H. Removal of Redundant Street Lighting**

The Empowering Communities Liaison Officer confirmed that the street light previously identified as being on private property would be removed, and it was:

Resolved to note the information provided.

## **I. Public and Patient Reference Group (PPRG) Meeting**

The PPRG representative confirmed that there was no further information available from the meeting held on 9 December 2018.

## **J. Scrap Car Scheme**

The Empowering Communities Liaison Officer advised that of the £2,000 previously allocated by WCC to the scrap car scheme, £900 had now been used and that the cost to WCC for each vehicle removed from the Island had increased from £25 to £30 as WCC would now have to pay the VAT.

## **K. Aggregates Scheme**

Following discussion of a possible aggregate scheme, it was agreed that a new scheme would be implemented at the start of the new financial year and that £1,000 would be allocated towards freight costs (but nothing for materials). Members agreed that £5 per ton up to ten tons per household for haulage would be allowed, and it was:

Resolved that full details of the aggregate scheme would be finalised at the next meeting.

## **4. Correspondence**

### **A. Scottish Water – Protect Your Pipes**

Following consideration of correspondence from Scottish Water, copies of which had previously been circulated, regarding pipes during winter weather, it was:

Resolved to note the information provided.

### **B. Junior High School Concerns – Sanday CC**

Following consideration of correspondence from Sanday CC, copies of which had previously been circulated, regarding a possible review of Junior High School provision, it was:

Resolved that the Clerk would respond to Sanday CC stating that if the concerns expressed became an issue, Westray CC would support Sanday CC.

### **C. Arts Steering Group – Art Commissions**

Following consideration of correspondence received, copies of which had previously been circulated, regarding Art Commissions for the new Balfour Hospital, it was:

Resolved to note that the date for submissions had passed.

### **D. Police Isles Officer**

Members received notification that a new Isles Officer had been appointed, and it was:

Resolved to note the information provided.

### **E. Emergency Services Fun Day Donation Acknowledgment**

The Clerk advised that she had received acknowledgment of the donation of £75 to the Emergency Services Fun Day for the Orkney Drugs Dog Charity and that the event had had to be postponed and would now take place on 3 March 2019, and it was:

Resolved to note the information provided.

### **F. THAW WellBeing Advisory Group**

Following consideration of correspondence from THAW, copies of which had previously been circulated, and further correspondence following the advisory group meeting date, it was:

Resolved to note the information provided.

### **G. NHS Orkney**

Following consideration of correspondence from NHS Orkney, copies of which had previously been circulated, concerning a public engagement event, it was:

Resolved to note the information provided and that the date of the event had now passed.

## **H. OIC Community Transport Grant**

Following consideration of correspondence from Democratic Services, copies of which had previously been circulated, regarding the Community Transport Grant, it was:

Resolved to note the information provided and that the deadline for applications had now passed.

## **I. North Isles Landscape Partnership**

Members considered correspondence received regarding a meeting with the North Isles Landscape Partnership to discuss the projects involved and the involvement of representatives from Westray. Also considered was a document, which had been downloaded from the Westray Development Trust web site and distributed by a member at the meeting, and it was:

Resolved that Ms J Holland would attend the meeting together with anyone else who wished to go.

## **J. NHS Orkney – 15-Step Challenge**

Following consideration of correspondence from NHS Orkney on the 15-step challenge, copies of which had previously been distributed, it was:

Resolved that Ms J Holland would look at the information received.

## **K. Deputy Lieutenant for Orkney**

Following consideration of correspondence, copies of which had previously been circulated, received from the Deputy Lieutenant for Orkney detailing the duties and responsibilities of the role, it was:

Resolved that members would consider possible names for nominations and discuss further at the next meeting.

## **L. Lastigar Car Parking**

Following consideration of correspondence, copies of which had been previously circulated, from the representative of the residents of Lastigar proposing a way forward to extend the car parking at Lastigar, it was:

Resolved to forward the proposal to Democratic Services with WCC support.

## **M. Shared Delegated Verge Cutting with Papay**

Following consideration of correspondence from the Clerk to Papa Westray Community Council, copies of which had previously been circulated, proposing a shared delegated verge cutting responsibility between the two Community Councils, it was:

Resolved that, now that there were two verge cuttings per year, members were happy with the verge cutting provided by OIC and were not therefore interested in taking on delegated verge cutting.

## **N. NHS Orkney – Firestarter Festival**

Following consideration of correspondence from NHS Orkney on the Firestarter Festival, copies of which had previously been distributed, it was:

Resolved to note the information, and that the date of the event had now passed.

## **O. Skail House Falconry**

Following consideration of correspondence received by the Chair, copies of which had previously been circulated, it was:

Resolved to note the information and that the Chair had responded in a positive manner.

## **5. Financial Statements**

### **A. General Finance Statement**

Following consideration of the General Finance statement as at 11 February 2019, it was:

Resolved to note the estimated balance of £19,709.53

### **B. Community Council Grant Scheme (CCGS)**

Following consideration of the CCGS statement as at 11 February 2019, it was:

Resolved to note that the main capping limit was over allocated by £3,578.34; £622 remained within the additional limit; and £642 remained within the island limit, and that the Clerk would chase outstanding claims and cancel application 201813.

### **C. Community Development Fund (CDF)**

Following consideration of the CDF statement as at 11 February 2019, it was:

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

### **D. Seed Corn Statement**

Following consideration of the Seed Corn statement as at 11 February 2019, it was:

Resolved to note that the balance had been fully allocated.

## **6. Financial Requests**

### **A. Westray Junior High School – Additional Digital Equipment**

Resolved to note that this request for £300 had been previously agreed by email and would be granted from CCGS.

## **B. Orkney Schools Concert Band**

Following consideration of the request from OIC Department of Education, Leisure and Housing for a grant towards the cost of taking the Orkney Schools Band, which included four pupils from Westray, to the Scottish Concert Band National Finals in Perth in March, it was:

Resolved that a grant of £50 per pupil, totalling £200, be awarded from the General Fund.

## **7. Consultations**

### **A. Air and Ferry Services Consultative Forum Meetings**

Following consideration of the forthcoming Air and Ferry Services Consultative Forum meetings, it was:

It was resolved to note that the Chair would attend the next Forum meetings in Kirkwall on 13 February 2019.

### **B. Energy Supply Company – Our Power**

Following consideration of correspondence received from Democratic Services, copies of which had been previously circulated, it was noted that the company had ceased trading, and it was:

Resolved that WCC would be supportive of future initiatives to bring reductions in fuel costs to Westray residents.

## **8. Publications**

The following publications were made available for members to view:

- Orkney Ferries Statistics - October, November and December 2018 and January 2019.
- Loganair Statistics - November and December 2018.
- Scottish Health Council Newsletter January 2019.

## **9. Kirkyard and War Memorial Grass Cutting Tender**

Members noted that, following their agreement, the Clerk had put up notices inviting tenders for grass cutting for the Kirkyards and the War Memorial with a closing date of 8 March 2019, and it was:

Resolved to discuss the tenders further at the next meeting.

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

### **A. Dog Waste Bins**

Following discussion of an enquiry from a member of the public, it was reported that no more waste bins would be provided by OIC. Mrs E Drever agreed to submit a



notice, to be included in the next edition of Auk Talk, to remind the community that there were free dog waste bags available at the pier waiting rooms and at the Bargain Box, and that these bags could be disposed of in any OIC waste bin. Following discussion, it was:

Resolved to note the information and that a notice would be placed in Auk Talk.

## **B. Westray Renewable Energy (WRE) Ltd - Future Income Generating Discussions**

The Chair updated members regarding a meeting with three directors of WRE Ltd, at which the directors shared with him their thoughts, and discussed progress on the question of continued income generation when the current turbine was decommissioned. A number of options were under consideration, and it was agreed that the Community Council would need to continue to be involved. Following discussion, it was:

Resolved to note that WCC continue to be open to discussions on this topic.

## **C. WCC Funded Special Collection**

Following discussion on feedback that the special collection funded last year by WCC was well supported and much appreciated, it was agreed to run a further collection, subject to CCGS approval. It was suggested that this could be done in the current financial year, and if so, that members would have to agree the amount via email. Following discussion, it was:

Resolved that the amount would be agreed by email, if decided to go ahead with the collection this financial year, otherwise it would be discussed again at the next meeting.

## **D. Links of Noltland**

Mrs E Drever updated members regarding the current status of the Links of Noltland project, including that a consultant had been engaged to assist with the development of a business plan, and it was:

Resolved to note the information provided.

## **E. New Hospital Tour Dates**

Members discussed information received concerning the proposed public tours of the new hospital due to take place during weeks commencing 6 May and 17 May 2019, and it was:

Resolved that Ms J Holland would respond to the request for days and times deemed to be most suitable and suggest days to include a Saturday and times suitable for people travelling on a day-return ferry from the isles.

## **F. Westray and Papa Westray Tourist Association (WPWTA)**

The Clerk reported that an invoice had been received from WPWTA for £12 for membership of the Association for 2019 and that the next meeting of the Association

had been arranged for Thursday, 7 March 2019 in the Community Room. Mr D Seatter agreed to attend the meeting on behalf of WCC, and it was:

Resolved that membership be renewed for 2019 at a cost of £12.

## **11. Date of Next Meeting**

Following discussion of future meeting dates, it was resolved that the next meeting would be held on Monday, 18 March 2019 at 19:00 in the Community Classroom.

## **12. Conclusion of Meeting**

There being no further business, the Chair declared the meeting closed at 21:13.