

GULBERWICK, QUARFF & CUNNINGBURGH COMMUNITY COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY 27th APRIL 2021 **VIA ZOOM VIDEO CONFERENCING AT 7.30PM**

A. THE CIRCULAR CALLING THE MEETING WAS HELD AS READ.

B. PRESENT	Mrs L Johnston	Mr C Clark	Mrs M Davis
EX OFFICIO	Mr R McGregor	Mr P Campbell	Mr C Smith
IN ATTENDANCE	Mrs K Geddes	PC Catherine Hannah (from 19.34)	Rev Frances Henderson
CHAIRPERSON	Ms A Garrick-Wright		
APOLOGIES	Mr G Smith Mrs S Wishart Mrs A Arnett	Mr M Duncan Mr S Flaws Mr A Duncan	Mr E MacPherson Mr R Skinley
NOT PRESENT	Ms A Hawick	Mr S Douglas	

Information – due to the Covid-19 Virus pandemic meetings are being held online.

C. DECLARATIONS OF INTEREST

As members of the SIC Planning Board both Cllr C Smith and Cllr R McGregor declared an interest in agenda item 10 – planning applications. It will be moved to the end of the meeting to allow both of them to more easily attend the rest of the meeting.

D. APPROVAL OF MINUTES OF MEETING HELD ON TUESDAY 23 MARCH 2021

The minutes of the meeting held on Tuesday 23 March were approved on the motion of Mrs L Johnston and seconded by Mr C Clark.

1. MATTERS ARISING FROM MINUTE

1. Oil Tankers close to Shore

Oil tankers have been anchoring close enough to the Gulberwick and Quarff shore for people to be able to hear voices, music and machinery from the vessels. Residents are worried that it is an accident waiting to happen. The SIC has no power to do anything but it is hoped that politicians may be able to. The clerk contacted MP Alistair Carmichael asking him to bring the issue up in parliament and a reply sent on April 2nd indicated that he would be happy to do so and will keep us updated with his progress.

2. Reply from Robina Barton, Transport Policy and Projects Officer, giving more detail on timescales for Active Travel Plan

Ms Barton replied on April 9th, explaining that she is waiting on confirmation of funding for this financial year, at which point she will be better placed to provide a more detailed idea of what can be achieved and when. She will contact Community Councils as soon as she has some news.

ACTION: Clerk to email with our meeting dates to say members are very keen to hear updates and in particular would like to know timescales for the audits.

3. Possible fly tipping in Cunningburgh

No word back from SEPA or SIC Environmental Health and the refuse seems to still be there. Clerk to get in touch to find out if there is an update.

ACTION: Clerk to contact SEPA and SIC Environmental Health to find out if there has been an update on this.

4. Wooden Walkway near Gulberwick Hall

The walkway has been installed and feedback from the public is positive.

2. POLICE REPORT

A police report for the month was circulated to members prior to the meeting. There were only two incidents for the period – one minor road accident with no injuries reported and damage to a window of a derelict building. PC Hannah could not give more details due to operational reasons but on hearing of concerns from members about dangerous overtaking near where the accident happened said she would pass it on to officers who will be out looking for traffic offences.

---- PC Hannah left the meeting – 19.43pm ----

3. VISIT FROM REV FRANCES HENDERSON TO SHARE INFORMATION ON COMMUNITY PURCHASE OF CHURCHES – ESPECIALLY CUNNINGBURGH

Rev Frances Henderson, Church of Scotland, attended the meeting and shared details of how a community purchase of a Church of Scotland building could happen. The church in Cunningburgh is going to be on the market in the next few months and Gulberwick is up for sale next year. There is still time for a group to get together a bid for either church but the timescale for Cunningburgh will be difficult as the process is quite complex and takes time.

A purchase by an individual is like any property purchase but a community group needs to have a well-worked out business plan to show how they intend to pay for the upkeep of the building in years to come. She has had one expression of community interest regarding Cunningburgh and said the Church can help if there is a community group who is interested. Immediately following the meeting Rev Henderson sent a leaflet she had helped put together which gives more information on a community purchase.

ACTION: All to share details of the community purchase option to anyone interested and to pass on the leaflet and Rev Henderson's contact details to any interested party.

4. FINANCE

The bank statement on April 27th reads £5,446.53.

Payments since the last meeting which are outside our usual monthly outgoings: £970 to Mackenzie's for payment for five weeks of hot meals; £2.05 on clerks back pay; £25 on VAS Membership; £52.49 on toner for the printer; £1,400 for the road grant; £600 for Cunningburgh School Parent Council grant.

The clerk has applied for our core funding and the funds – £9,923, should be in the bank when they receive and process the signed grant letter. The clerk has also prepared an application for the Community Development Fund Distribution Fund. If members do not wish to apply for funds for a specific project she will apply for the full £3,000 by the 30th April deadline.

Covid Relief Fund

The £3,000 which we received from VAS from the Response Recovery and Resilience Fund is in the bank. The £5,000 from the Shetland Charitable Trust Small Grants Scheme should be in the bank account soon. Up to sixteen people a week are currently receiving meals. We still have a few grocery vouchers left for Mackenzie's and Sound.

5. GRANT APPLICATIONS

There are no grant applications this month.

A new grants form has been created by Michael Duncan, Community Council Liaison Officer. It has been suggested that all Community Councils should adopt the same form.

The adoption of the new grant form was proposed by Mrs Johnston and seconded by Ms Garrick-Wright.

ACTION: Clerk to email the decision to Mr Duncan and to use the form for all grant applications from now on.

The first round of bidding for the Community Development Fund closes on Friday and members need to decide whether they have a project which they would like to apply for (project Fund) or if they would like to use the entire £3,000 they can apply for to distribute to groups (Distribution Fund).

ACTION: Clerk apply for the full £3,000 as Distribution Fund.

6. ROAD ISSUES/CAMPAIGN FOR REDUCED SPEED LIMITS

An email from a member of the public asking whether we could enquire as to the cost of a trial reduced speed area for Quarff was discussed. If the cost was not too prohibitive they proposed doing fundraising to enable the trial to go ahead and prove the need for a 50mph limit on the stretch of road. Members thought it was a good idea but agreed that it was likely that it was not just money which was lacking – the staff to run and evaluate the trial would also be needed. Cllr McGregor agreed that this may be the case but said he would keep pushing the issue and if there was any chance that fundraising would help, he would find out.

ACTION: Cllr McGregor to keep pressure on and to report back if fundraising may be an option to further the cause.

A further suggestion from the public following the car accident at the north end of Cunningsburgh last week was to extend the 50mph limit to take in the junction to Mackenzie's Farm Shop and Café too. Members agreed that it was a good idea.

ACTION: Clerk to email SIC Executive Manager – Roads, Dave Coupe with the request, copying Cllr McGregor into the email.

An email reply from Mr Coupe regarding a member of the public's complaint about the lack of verges and the fast traffic in the Aithsetter road was received on 29th March. He explained why verges can't be created (costly land purchase would be necessary) and why filling in the ditches can create expensive flooding problems. He also referred to the Active Travel Plan and the remit for it to create safer walking and cycle paths. Although a road such as Aithsetter will probably not benefit it is still a sign of possible improvements elsewhere.

7. SHETLAND COMMUNITY BENEFIT FUND UPDATE

Most of the Community Councils have now signed the paperwork to help decide where the money from the windfarm will go in their area. There are a few still to sign and discussions as to how the money will be distributed in their areas is ongoing.

The next step is to write a business plan for the bigger fund which opens after four years.

The first application for GQ&C members to discuss has been sent through and members unanimously agreed to award the Royal Voluntary Service the full £500 they were asking for. It is for activities for the Cunningsburgh Lunch Club when Covid restrictions ease.

Mr Clark indicated that he has sent all members the list of projects that makes up the beginning of the Local Place Plan – they have been scored using the matrix discussed at the last meeting. Members were pleased with the progress and thanked him and the rest of the group for their work.

Mr Clark said he would like to apply to the SCBF on behalf of GQ&C CC for money for an anti-dog-fouling campaign. Costings from Sandwich Community Council leads him to believe that £100 for each area – Gulberwick, Quarff, Cunningsburgh and Fladdabister will be sufficient. Members agreed to the application.

ACTION: Clerk to fill in the Community Council section of the SCBF grant form and send it to the admin officer. Mr Clark to fill out and submit the Community Council's own application to ask for funds for a project to discourage dog fouling.

8. DA VOAR REDD UP

Da Voar Redd Up is happening this year but is spread over a full week and household groups only are encouraged to take part. These measures brought in as a result of Covid means that the usual community groups can't take part, and Mr Duncan has already advised that Community Councils can not make donations to households or individuals. The Amenity Trust can also not supply registration details or proof that the Redd Up has taken place. There may be a couple of groups who do a redd up as a family and ask for a donation to a local organisation or charity. If this happens then it was decided that advice can be sought from Mr Duncan at that point.

9. PUBLIC TRANSPORT FARE POLICY REVIEW CONSULTATION

ZetTrans have been in touch via email to ask for an organisational response to a survey on the public transport fare policy review. The response deadline is 5th May 2021.

ACTION: Mr Clark agreed to respond to the survey on behalf of the Community Council.

10. AMENDMENTS TO COMMUNITY COUNCIL CONSTITUTION

Proposed changes to the Constitution are as follows:

Remote Meetings

Proposed changes to sections 6.8 and 7.2 and a new section 8 have been made to the Constitution [Appendix 1]. These changes will allow for any meeting to be held entirely remotely, or as a 'hybrid' meeting, with some members present in person in the same place, and others attending remotely.

Local Election rules/membership

Changes are proposed to reduce the voting and membership age to 16, in keeping with the franchise for Local Government elections. It is proposed that the Local Election Rules have the following paragraph added:

"All persons who are resident in the Community Council boundary area, are 16 years of age or over, and whose names appear on electoral Register for the same Community Council boundary area, and who are not otherwise disqualified from standing for election for local government, shall be entitled to vote, or be a candidate, in Community Council elections." Consequently, a change to section 4.2 of the Constitution is proposed, changing eligibility for membership of the Community Council from 18 to 16.

DRAFT MINUTES – Subject to approval at the June meeting

A further proposal is to change the name of “Additional Co-opted” member to “Associate” member. It is suggested that this will avoid some of the confusion that can arise with the role of members co-opted to fill a vacancy in an elected member position. The role of Associate member will remain the same, having no voting rights or any restrictions on eligibility.

Control of finance

Sections 9.3 and 9.4 of the Constitution attached, proposes a change to remove the requirement for an “audit” of accounts, to accounts being “independently checked and certified”.

All members were happy with the proposed changes and the clerk is to email this decision to Anne Cogle, Team Leader – Administration. The amended constitution will not come into force until after it has been approved by the Council at its meeting on 16 June. The final constitution document will then be issued to each Community Council for signature.

ACTION: Clerk to email Anne Cogle to say all members are happy with the constitution amendments.

11. PLANNING

This was moved to the end of the meeting to allow all SIC Councillors to attend the full meeting.

12. AOCB

1. Publicly Accessible Toilets

A request from Shetland Tourism Association for local knowledge on publicly accessible toilets in the Community Council Area was read and noted.

ACTION: Clerk to email the requested information.

---- Cllr Smith, Cllr McGregor and Cllr Campbell left 8.50pm ----

2. Resignation of Chair

Ms Garrick-Wright indicated that she would be standing down from the role of chair at the end of this meeting. Due to other commitments, she feels she can not give the role the time it deserves and hoped that another member would be willing to take on the role.

Members thanked Ms Garrick-Wright for her time and hard work in the role.

ACTION: Clerk to double check the procedures for appointing a new chair with Mr Duncan and to let all other members know of the vacancy.

11. PLANNING APPLICATIONS

There were six planning applications this month, only one of which members were required to comment on:

[2021/118/PPF](#) – Erect dwelling house, Plot 6 Aesterlea, Cunningsburgh.

Members had no comments or objections to return.

No comment required:

[2021/138/PPF](#) Erect extension and decking, Midgrind, Quarff, Shetland.

DRAFT MINUTES – Subject to approval at the June meeting

[2021/097/LBC](#) Erect a new plinth and move the war memorial plaque from the existing poor condition surround to the new plinth | Quarff Cemetery Quarff Shetland ZE2 9EY

[2021/131/PN](#) Erect agricultural shed for general use and storage of equipment | Reidunn Mail Cunningsburgh Shetland ZE2 9HF

[2021/122/PPF](#) Demolish existing shed and erect garage | Evansville Cunningsburgh Shetland ZE2 9HB

[2020/276/DCON1](#) Application to discharge condition 3 (drainage calculations) of Planning Permission 2020/276/PPF. Proposal Is On Land At Rees, Quarff, Shetland, ZE2 9EY - NGR442391E / 1134728N

ACTION: Clerk to return comments to the planning department.

Members also discussed the proposed Co-op shop developments in Sandwick and Tingwall [2021/106/PPF](#). Members could see both points of view – the fact that they would offer more choice and perhaps a cheaper shopping option for low-income families, but also the negative effect it would have on local businesses, especially shops. As neither development was in the community council area and no representation had been made by any constituents, members decided not to comment on the application.

12. DATE OF NEXT MEETING

The next meeting is scheduled for Tuesday 1st June 2021.

Meeting Ends – 9.25pm

CHAIR

12. OUTSTANDING ITEMS

January 2021 - Torches for school children from Elaine Skinley, SIC Road Safety Officer. To be distributed when the schools open again.

January 2021 - Overgrown path between Central and North Heathery Park, Gulberwick. Awaiting clarification from Community Justice Team whether they can do the work.

February 2021 – Radicle Road – an SIC Roads engineer is to look at the road to see if any maintenance work can be done to the verges to improve the road for all users.