

Delting Community Council

DRAFT MINUTES OF A MEETING HELD ON TUESDAY 26th March 2024 At Voe Hall

2024/03/01 MEMBERS

Mr A Cooper, Chairman
Mr E Smith
Ms E Macdonald (TEAMS)

Mr A Hall
Ms J Dennison

2024/03/02 IN ATTENDANCE

Ms L Ratter, Clerk
Ms L Hall Community Involvement & Development Officer
Ms E Perring Team Leader – Community Planning
Mr D Carmichael Police Scotland

2024/03/03 CIRCULAR

The circular calling the meeting was held as read.

2024/03/04 APOLOGIES

Apologies for absence were intimated on behalf of Mr B Moreland, Ms R Griffiths, Mr J Milne, and Mr M Duncan.

2024/03/05 MINUTES OF THE LAST MEETING

The Minutes of the meeting held on 29th February 2024 were approved Ms J Dennison seconded by Mr A Hall.

2024/03/06 DECLARATIONS OF INTEREST

There were no declarations of interest.

2024/03/07 CO-OPTING A MEMBER

7.1 There were no new members to Co-Opt. The clerk contacted Brae High School about getting senior pupils to become co-opted members. Mr Nicolson thought this would be a good idea and wondered if it was something the pupil council could be involved with. It was decided to wait till new term after summer holidays and exams were finished and the new pupil council was elected. Clerk going to check with Michael Duncan the criteria and age restrictions for co-opting members. This also ties in with the changes being proposed for introducing Youth members to Community Councils. **Clerk to progress**

2024/03/08 MATTERS ARISING

8.1 **Community Development Fund (CDF)** – Funding information for the CDF will be discussed at SIC budget meeting on 27th March. Clerk received correspondence from Mr M Duncan to say we can apply for CDF and CDF Project Grant with a different split to meet the needs of what the money would be used for. We can apply for £2000 for CDF (cause yet to be determined) and £2000 for Project Grant for replacement of three benches for the Graveyards as previously discussed. Once we have information of the applications being open, we can apply for £2000 project grant. **Clerk to progress.**

8.2 **Road Verges Growing Over/Cattlegrid overfilled** – There was no update on this item.

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- 8.3 Issues on Muckle Roe Roads** – There was no update on this item.
- 8.4 Testing at Scatsta** – There was no update on this item.
- 8.5 Windfarm Development** – There was no update on this item.
- 8.6 Traffic Lights/no stopping signs at Scatsta** – There was no update on this item.
- 8.7 Graveyard bin** – There was no update on this item.
- 8.8 Traffic Passing Through Voe** – There was no update on this item.
- 8.9 Blocked Drains in Muckle Roe** – Drains are fine just now. Ms J Dennison contacted the SIC to get them unblocked and it was sorted. Will monitor.
- 8.10 Removal of Bench, 3 Burial Grounds** – Clerk will submit three Burial Ground Bench Applications to replace the benches being removed once we receive notification of funding from CDF Project Grant. **Clerk to progress**
- 8.11 Bus services in the North Mainland** – There was no update on this item. The Chairman asked Ms E Macdonald what the best way to get an answer from departments when we send them queries. She suggested to forward email to Ms M Sandison as previously she had stated if any community councils had issues with getting responses, we should email her. **Clerk to progress**
- 8.12 Mossbank Pier** – Clerk emailed John Duncan. He said they will go for a look. After looking at the Pier they can see that some material has been sucked out the armour. They will look to get a load of fill in to patch it up in the not-too-distant future. Ms R Griffiths emailed to say there had been a couple of people asking her about the potholes at the pier. The clerk had already received an email from Mr J Duncan to say that some potholes had been filled. Clerk going to check to see if it is the same ones. Mr E Smith also said there were potholes all through Mossbank especially at Maidenfield. Clerk will email Mr J Duncan. **Clerk to progress**
- 8.13 Glass on road at bottom ring road at Moorfield Recycling** – Clerk emailed Brydon Gray. They have operatives up in that area this week so we have set them on to clean up any broken glass in the areas mentioned. There are 2 types of bins there, most of them are bee hives but they do have our own wheelie bin. They have not been able to get that one emptied due to vehicle breakdowns which we are still struggling with, but they have arranged for the beehive bins to get emptied in the next week. The bins are going to be emptied on a 4/5-week frequency going forward. If this is not enough then they could probably look at putting an additional bin in to tide things over until the truck is hired in every month. They will keep in touch to monitor how quickly they are filling.

2024/03/09 POLICE REPORT

Mr D Carmichael attended the meeting and gave us an updated police report.

- 9.1** There have been 15 incidents recorded which can be summarised as follows:
- Road Safety and Road Crime
 - Road Traffic Collision (4)
 - Antisocial Behaviour, Violence and Disorder
 - Vandalism (1)
 - Theft (2)
 - Protecting Vulnerable People
 - Concern for Person (3)
 - Domestic Incident (1)
 - Mental Health (1)
 - Other
 - Drugs – Attempt to Possess (1)

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- Medical Matter (2).

- 9.2 The issue of trucks in Voe and Brae were brought up and their speed and the speed of traffic in general. Mr D Carmichael asked what specific companies the trucks were from as he would go around and speak to them and highlight the issues to them. He said there would be police coming to Voe and Brae to do speed checks and would make sure they were visible to motorists. Speed limit in Voe needs to be reduced from 50mph.

2024/03/10 PLANNING APPLICATIONS

- 10.1 **Disabled Parking - SIC (Roebrek, Brae) (Parking Place for Disabled Person's Vehicle) Order 2024** - There were no objections to this application. **Clerk to progress.**
- 10.2 **2024/069/PPF:** Proposed housing development comprising three private dwellings, social housing comprising six 2-bedroom units and six 1-bedroom units and associated infrastructure. The Moorfield Hotel Site, Brae, Shetland, ZE2 9UX Mr John Robert Manson. Plans can be viewed here. [Simple Search \(shetland.gov.uk\)](https://www.shetland.gov.uk) - There were no objections to this application. **Clerk to progress.**
- 10.3 **Disabled Parking - SIC (Skelladale, Brae) (Parking Place for Disabled Person's Vehicle) Order 2023.** - There were no objections to this application. **Clerk to progress.**

2024/03/11 COMMUNITY WORK

- 11.1 **Lynsey Hall and Emma Perring - North Mainland Collaboration Project Update** – Ms E Perring stated that the purpose of the update is to share where the project is in terms of bringing the three projects together. These are the Brae Campus, NHS delivering services in Brae that are delivered in Lerwick presently, and Rural Energy Hub. The three projects particularly in Brae but will impact all of North Mainland, are moving into the implementation phase, and they want to ask for the community council for input and to get involved with the community engagement process. All the projects have been informed by the consultation exercises a year ago and they want to come together so they can avoid three separate community engagement exercises. The aim is to bring together all the projects and see how they can be delivered in a way to maximise the benefits to the community and to link up the next stage of community engagement into one process.
- The process needs to be clear, transparent, and honest that at this stage not all issues would be resolved in terms of community needs like housing, childcare and digital but that would potentially be looked at in the future and also this level of consultation has never been done before so it will be a learning curve and they don't have all the answers but it's essential that we all work as closely as we can with each other and the communities to maximise the benefits from the projects.
- They are planning to capture this in maps of Brae and North Mainland and people can be drawing on the maps based on any proposals received. As a result of this it would be looking at how the vehicles and e-bikes would be best used at Rural Energy Hub and which of the NHS services could be best delivered in Brae. The settlement audits being mapped so people can visualise them and see the improvements suggested and the bus services and contracts the council have will be out for tender soon and all the information will be used to inform the new contracts. One area being looked at is link from Mossbank to Brae as there is no dedicated bus route. People in Mossbank cannot access all of the opportunities in Brae. The next couple of months will be bringing it altogether and making concrete proposals.
- Community engagement will take place in June for 3-4 weeks. They want to go to where people are rather than expecting the community to come to public meetings. A more targeted approach is needed and the changes will have a greater impact on young people getting around older people and disabled and those on low incomes and caring responsibilities. How do we maximise the implementation in Brae across the North Mainland area.
- There will be no further update for the community for a couple of months but wanted to update the Community Council with what has been happening and how they want to move forward and get input and use the community council for any queries about how best to approach different

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areas of the project. They want to make sure when they have a community engagement plan, they can ask the community council to make sure it reaches the people that it will make the biggest difference to.

Mr A Cooper said it was important the projects were kept together so it doesn't go on different directions. He also brought up the bus from Mossbank and how there is no reason there can't be a feeder bus from Brae to Mossbank and a bus leaving Mossbank at the time the school finishes so they didn't need to walk out the road in the winter or on a bad day. That would make the community happier. Parking at Mossbank school is limited. Mr A Hall said if the bus services were better and the community had access to more facilities it would retain people to the area. Ms E Perring asked the members if an hourly shuttle to Mossbank with the electric bus from Youth centre would be useful. Mr A Cooper thought a run after school and afternoon and possibly in the morning for people coming to Health centre and Coop. Ms E Perring will feedback to Claire Ferguson as she is leading on it.

The plan will be to do up the youth centre. The rural energy hub will have renewables and information centre for people to see how they work and how they can make a building more energy efficient and charging points, electric bikes, and car club at the youth centre. Mr A Hall asked if there had been any engagement with the Delting Up Helly Aa committee and Brae Community Hall Committee about the charging points in the carpark. Mr A Cooper said Fast Chargers would be needed if any are being installed.

Ms E Perring asked if Rural Energy had been to Community Council meeting but they have not. It would be good if they came to a meeting.

Ms E Perring and Ms L Hall suggested a meeting with other community councils and NCDC and CDCN mid to end April.

2024/03/12 FINANCE UPDATE

- 12.1** Accounts for 2022/23 have now been completed and signed off and sent to Michael Duncan. The clerk updated the members with the financial position for YE 2023/24. Virgin Money will be merging with Nationwide.

2024/03/13 CORRESPONDENCE

- 13.1 SCBF Advance Grant Scheme – No applications.**

- 13.2 Grant Application Form – No applications.**

- 13.3 Brae High School Paris Trip –** School asked if it would be possible to reconsider their application but this time for any amount you feel appropriate to give to support our trip. They looked into the SCBF but it doesn't cover trips abroad and they are not a community group. It was suggested trying through the Parent council for specific things. They were requesting £5800. Mr L Nicolson also emailed asking for feedback. Clerk explained that they had already been awarded £6052.80 for three other projects in financial year. Mr L Nicolson wondered about one application per year from school to be split between all trips. I told him there would be limited funds going forward due to rising costs. Brae Primary have said they no longer require the £500 awarded but will be putting in a new application for funding at the next meeting.

- 13.4 Funding Request – Shetland Gymnastics Club –** We received an email requesting funding for Shetland Gymnastics Club. They sent a generic letter to all community councils. The clerk sent them through our grant application and suggested they approach SCBF as it was a Shetland wide group. Chairman suggested pointing them to SCBF. Mr E Smith said the Gymnastics club had been very unlucky with funding and finding a venue to deliver the needs of the club and its members. The Clerk received a message from Ms J Jamieson of Shetland Gymnastics club asking if their request would be discussed. Ms L Ratter told her the correspondence we had received would be discussed but we required a proper application for the members to consider. She was notified if they wanted to send members from the gymnastic club to speak at a meeting this would need to be approved by the community council members first. Anyone can come as a member of the public but they cannot take part in any discussion or decision.

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13.5 Community Council Core Funding – The Clerk received an email from Mr M Duncan regarding the Community Council core funding allocations. The council are having a meeting on 27th March to allocate Funding. The members decided the money will be split for each category below in line with 2023/24 spending so that when we get email confirming funding allocation the clerk can respond to save any delay.

Administration - £8100

Environmental Services - £200

grants to local/district group - £867

Roads - £2150

13.6 Community Council Scheme Review – Briefing - This briefing provides a summary of proposed material changes that are included in the draft Community Council Scheme of Establishment which is being presented to a Special Meeting of the Shetland Islands Council on 26 March 2024. The briefing also sets out the indicative timetable following next week's Special Council meeting.

Proposed material changes:

Draft scheme proposes that the existing Community Council Core funding scheme and Community Development Fund be merged into one new grant scheme. Criteria to be revised to provide more flexibility for Community Councils

Draft scheme proposes that a new funding formula will be based on a fixed allocation for administration costs, with the remainder of funding linked to population levels

Draft scheme proposes that any member of a community council that fails to attend any community council meeting throughout a period of 6 months may have their membership terminated by the community council. At the discretion of community councils, a period of leave of absence for community council members may be granted at any meeting of the community council.

Draft scheme proposes to introduce population bands which will bring an element of consistency to the number of seats (composition) per Community Council.

Draft scheme proposes to introduce a set of Community Council Standing Orders

Draft scheme proposes to introduce a revised Code of Conduct

Draft scheme proposes that any individual who is elected to serve on the Shetland Islands Council, or the Scottish, UK or Youth Parliaments shall be ineligible to stand for election or be co-opted as a voting member of a community council

Draft scheme proposes a new Youth Membership category for young people aged between 12-16 years of age. Community Councils may appoint two youth members, on the basis that they reside within the Community Council area. Youth members would not have voting rights. Please note the report will be published in due course this week and you can view the Special Council meeting online – see details below https://shetland-public-i.tv/core/portal/webcast_interactive/842704 - **The Clerk shared email with Delting Community Council members.**

13.7 Da Voar Redd Up 2024 - the date for this year's Redd Up. This year the event will take place between 20th-26th April 2024. **Clerk put on Facebook.**

13.8 Association of Shetland Community Councils - 12 March 2024 – update - Local Place Plans - The presentation slides and answers to specific questions are being compiled sent for circulation. - **Shetland Way Hiking Path** - Attached to email was an outline map of the proposed route. This revised route is still being checked and developed. - **PTSN Switchover** - Further discussion took place about the switchover. It was agreed that the ASCC write to Alastair Carmichael MP and Beatrice Wishart MSP to flag up concerns. It was also requested if regular updates on this topic can be sent to Community Councils. - **Community Council Scheme Review – update** - A report on the review is due to be presented to a Special Council meeting on 27 March 2024. This report will be two-fold: 1) Present results from phase one consultation on Community Council areas and composition; 2) Present a proposed draft scheme to seek approval from Members to begin consultation for phase two of the review. Once the report is finalised, we will be short briefing in advance of the report being made available to the public. This briefing will help flag up the proposals. It is anticipated that consultation on phase two will

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take place over a 10-week period between April – June 2024. - **Next meeting & future agenda items** - The next meeting of the ASCC is scheduled for Tuesday 11 June 2024. If your Community Council has any proposals for agenda items please complete and return the attached form by no later than Monday 15 April 2024. **The Clerk shared email with Delting Community Council members.**

- 13.9 Correspondence from CPPP Committee - PE1862** – Feedback was submitted to the CPPP committee and will be published on their petition webpage.
- 13.10 Openreach information** - This information was passed on by Juliet Scott at Openreach following her attendance at the ASCC last year. the coverage of FTTP for the Shetland Islands and can see just under 1k properties with it available, which is around 9% coverage. FTTP = Fibre to the Premises. **The Clerk shared email with Delting Community Council members.**
- 13.11 Trauma-Informed Practice** - Invitation to complete a short survey on Trauma-Informed Practice as part of the National Trauma Transformation Programme. The closing date is Friday 22nd of March. **The Clerk shared email with Delting Community Council members.**
- 13.12 Scottish Water Spring Newsletter 2024** – Scottish Water shared Spring edition of the Scottish Water digital newsletter. **The Clerk shared email with Delting Community Council members**
- 13.13 Insurance Certificate** – We received our new Certificate of Employers Liability Insurance from Mr M Duncan. **The Clerk shared email with Delting Community Council members.**
- 13.14 Online Shetland Community Directory** – Delting Community Council entry on the Online directory has now been claimed.
- 13.15 Networking for Net Zero Stakeholder Newsletter** - newsletter from SSE for information. **The Clerk shared email with Delting Community Council members.**
- 13.16 National Lottery Community Fund - Programmes closing on 21 August 2024** - These are our Community Led, Improving Lives and Cost of Living Support Scotland funds, which will close to applications at noon on Wednesday 21 August. **Clerk shared email with Delting Community Council members.**
- 13.17 SSE Bench** – Being delivered soon to Chairmans address.
- 13.18 Development Plan Scheme** - On the 13th March 2024 Shetland Islands Council's Development Committee approved this year's Development Plan Scheme for Shetland's next Local Development Plan. As an interested individual or group we are notifying you of this document's approval.
- Shetland's next Local Development Plan will be part of the Development Plan (working with and alongside national policy written by the Scottish Government) and will set out how Shetland will change in the future, including where development (housing, business and all other development) should and shouldn't happen. It is a long term vision for the future of development in Shetland and its settlements. It is a document produced by Shetland Islands Council and examined by the Scottish Government for its suitability. Once adopted the Local Development Plan will run for a 10 year period and assist planning and delivery of development. Further information about the next Local Development Plan can be found in the Development Plan Scheme document.
- Shetland's current Local Development Plan was adopted in 2014 and requires eventual replacement under the Scottish Government's regulations and legislation. We are now working on preparing a new Local Development Plan to be in line with Scotland's revised planning system after fundamental changes were made to it following the Town Planning (Scotland) Act 2019's introduction.
- The Development Plan Scheme an important communication tool. It sets out the timetable and approach for Shetland's next Local Development Plan's preparation and delivery. Preparing a Local Development Plan is supported by the Development Plan Scheme by letting stakeholders know when and how they can get involved and keeping them informed of progress. It is published

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annually and is part of the wider project management of development planning. The Development Plan Scheme is especially important for achieving collaboration, helping stakeholders manage their responsibilities and input. It also explains in further detail the Local Development Plan and its purpose.

Plans bring together many different sectors and interests to achieve the desired change for places and communities. Planning applications for all types of development in Shetland are determined against the Local Development Plan and National Planning Framework 4.

The Development Plans Team is now starting to gather evidence for the next Local Development Plan. Updates and further information can be found here [Latest Planning Service News – Shetland Islands Council](#) .

A copy of the Development Plan Scheme is viable here [The Local Development Plan – Shetland Islands Council](#) Clerk shared email with Delting Community Council members.

2024/03/14 ANY OTHER CURRENT BUSINESS

14.1 Woodland Fence – Mr J Milne will update the members at the next meeting in April.

14.1 Meeting on 27th June – Mr A Cooper is unavailable; Mr E Smith is available to take the meeting.

2024/03/15 DATE AND PLACE OF NEXT MEETING

15.1 The Chairman called for the next Delting Community Council meeting to be held at the Mossbank School with the option for Members to join remotely through Microsoft Teams on Thursday 25th April commencing at 7.30pm.

Chairman