Delting Community Council

DRAFT MINUTES OF A MEETING HELD ON TUESDAY 25th April 2024 At Mossbank School

2024/04/01 MEMBERS

Mr A Cooper, Chairman Mr E Smith Mr B Moreland Mr J Milne Mr A Hall Ms J Dennison Ms R Griffiths

2024/04/02 IN ATTENDANCE

Ms L Ratter, Clerk

2024/04/03 CIRCULAR

The circular calling the meeting was held as read.

2024/04/04 APOLOGIES

Apologies for absence were intimated on behalf of. Ms E Macdonald, Mr M Duncan and Ms L Hall

2024/04/05 MINUTES OF THE LAST MEETING

The Minutes of the meeting held on 26th March 2024 were approved by Mr E Smith and seconded by Mr A Hall.

2024/04/06 DECLARATIONS OF INTEREST

There were no declarations of interest.

2024/04/07 CO-OPTING A MEMBER

7.1 There were no new members to Co-Opt. Mr M Duncan confirmed the age and criteria for coopting members. Minimum age is 12 years old. There is no Youth category at present but pupils
can be recruited on same sort of terms as Associate members with no voting rights.
In theory, if pupils were over 16, they could potentially be recruited as co-opted members with
voting rights. The main criteria for being a co-opted members is electoral registration for the
Delting Community Council area. Delting Community Council would need to check if they are
listed on the Local Government register before recruiting as a co-opted member with voting
rights.

2024/04/08 MATTERS ARISING

- **8.1 Community Development Fund (CDF)** Clerk submitted an application for £1500 for the project grant for three benches for three Graveyards at Laxobiggin, Voe and Muckle Roe and an application for £2500 from the distribution fund for community halls and Youth clubs and under 5's. Closing date is 26th April.
- 8.2 Road Verges Growing Over/Cattlegrid overfilled There was no update on this item.
- 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. The chairman asked the clerk to email to get an update. **Clerk to progress.**

- **8.5 Windfarm Development –** There was no update on this item.
- **8.6** Traffic Lights/no stopping signs at Scatsta Traffic lights are still there but the no stopping signs have been removed.
- **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 There was no update on this item.
- **8.10** Removal of Bench, 3 Burial Grounds Clerk emailed Marmax for a quote for three recycled benches of £1452. Clerk submitted an application for funding from CDF Project Grant of £1500 for the three benches. Benches can be delivered to Mr A Hall once we have grant approved. Clerk to progress
- 8.11 SSE Bench Planning Permission. The bench is now within the walls of the Delting Disaster Memorial at the junction of Mossbank. The Clerk emailed planning department as advised by Mr M Duncan to ask if planning permission is required. The planning officer replied to say we would need planning permission if we were fixing the bench to the ground otherwise, we would not need planning permission. The fee for planning permission would be £150. The members decided it would not need fixed down as was in a sheltered spot.
- **8.12** Bus services in the North Mainland Clerk emailed Ms M Sandison on 28th March and received a response from Mr M Craigie on 29th March.

Mr M Craigie stated In the meeting the Managing Director, Sonja Robertson acknowledged their underperformance in terms of reliability and schedule adherence.

Measures being adopted to improve performance include: -

- •Provide information to drivers, both new and existing, with details of routes and timetables in the form of run sheets coded to make clear the routes and the timings of services.
- •Check in' processes using mobile app technology to ensure the Operations Manager can be aware in advance of any incidences of a driver being unable to turn out for their shift.
- •Contingency measures to respond to short notice unavailability of drivers up to and including senior management stepping in to drive.
- •App based driver check procedures to better report any mechanical issues through technological measures so Robertson's can respond quickly to mechanical issues
- •Mobile App with 'hot lines' programmed in so support staff are always accessible
- Recruitment campaigns
- Establishing team briefings
- •Induction processes for new staff/drivers and refresher events for existing staff
- •Enhanced information provision for drivers to make route and schedule details clear and seeking feedback from drivers on its effectiveness
- •A specific focus on customer service, customer experience and passenger safety
- •A specific focus on driver behaviour including driving techniques with use of vehicle monitoring software that Robertson's has recently invested in

Robertsons followed meeting with staff engagement sessions on the afternoons of Sunday 17th March and Sunday 24th March.

Mr M Craigie attended their session on 24th March and provided a slot on what is required from a contractual perspective and a session on feedback from drivers on what we could do to improve information and functionality of our technology to assist drivers. From that session I took away the following points: -

- •Review of bus timetables to better take account of 'real world' issues such as speed limits currently in place around windfarm activity, weather events and conditions, ferry disruptions, etc.
- •Engagement with drivers to understand opportunities for scheduling and route improvement
- •Use of existing functionality in the ticketing hardware to provide visual cues to confirm schedule adherence. We have started working with our hardware supplier on this
- •Feedback on schedule adherence using the functionality already available in the ticketing hardware. We have started working with our hardware supplier in this

- •A focus on routes and scheduling in the school and bus transport network review that commences in mid to late April and will engage operators in that project
- •Suggested improvements at bus stops and bus interchanges to improve the customer experience

Mr M Craigie said he was encouraged to see that Robertson's are taking customer service very seriously and their staff sessions have a heavy focus on that. They are investing in technology and information systems to support their staff and ensure company values are well communicated and feedback sought.

Robertson's is to have follow up events so we can feedback on performance and receive feedback from the company and its drivers.

Mr M Craigie would welcome continued feedback from communities on their experience of services and if the DCC feel that future attendance at your meetings would be helpful then we are happy to attend, or receive feedback by email.

- 8.13 Mossbank Pier and Pot holes on roads— Clerk emailed Mr J Duncan and he can confirm that the Maidenfield road is going to be patched and surface dressed this year; all going well the road will be patched fairly soon. The members noted the pier had been filled in and a good job was done. Mr A Cooper noted that someone had removed the wire from around the pier. The wire was removed by people doing the Voar Redd up along with a lot of other rubbish in the area and was now in a pile to be collected. It was noted the wire is a safety measure which, when properly fitted would stop someone going over the pier. The wire would need sorted. Mr A Cooper to progress.
- 8.14 Glass on road at bottom ring road at Moorfield Recycling Area at Moorfield ring road much better. Mr A Cooper and Mr E Smith noted the mess beside the Mossbank Hall of glass that was on the road. The issue has been a result of the operatives emptying the bins and glass spilling out onto the road. Two members of the public took brushes and shovels and cleaned the area as it was beside the school and posed a danger to children as it was beside the school. Members asked why the operative are leaving glass on the road and not clearing the area when emptying the bins. Mr A Cooper suggested emailing Brydon Gray to ask about why there is so much mess left and if operatives can carry equipment to sweep up any spilled glass. Clerk to progress.
- 8.15 Woodland Fence Mr J Milne says it needs to be replaced with elmwood from Allan of Gillocks. He looked at the grounding and its eroding already after they did the infill last year and its now not passable by wheelchair and water is coming down and leaving bigger and bigger tracks. It will need a bag to fill back up again. As for the wood, he took his nail gun and sorted some pieces that were down but after returning there was more needing fixed. Mr A Cooper suggested Mr J Milne could purchase a tonne bag of all in from Garriocks to fill in as and when required and lengths of elmwood from Allans of Gillock to replace the ongoing broken bits. Mr J Milne to progress.

2024/04/09 POLICE REPORT

9.1 There have been 17 incidents recorded in Delting in February and March which can be summarised as follows:

Road Safety and Road Crime

- Speeding
- Road Traffic Collision with Minor or No Injury (5)

Antisocial Behaviour, Violence and Disorder

- Vandalism

Acquisitive Crime

- Theft (2)

Protecting Vulnerable People

- Concern for Person (3)
- Domestic Incident
- Mental Health

Other

- Drugs - Possession

- Medical Matter (2)

2024/04/10 PLANNING APPLICATIONS

- 10.1 2024/080/PPF Erect new storage shed facility with associated office. Install air-air heat pump to heat offices Workshop, Wethersta, Brae, Shetland ZE2 9QL All plans can be viewed on Simple Search (shetland.gov.uk). There were no objections to this application. Clerk to Progress
- 10.2 JJ/SMG/R/E3/29 SIC (Ladies Mire, Brae) (Parking Place for Disabled Person's Vehicle)
 Order 2024 There were no objections to this application. Clerk to Progress
- 2024/097/PPF Temporary change of use of land (comprising mainly one helicopter stand) at Scatsta airport for hybrid rocket engine testing (2 year period) Scatsta Airport, Scatsta, Brae, Shetland ZE2 9QP All plans can be viewed on Simple Search (shetland.gov.uk)). There were no objections to this application. Clerk to Progress

2024/04/11 COMMUNITY WORK

11.1 North Mainland 3 Projects Implementation – An information sheet was distributed to Delting Community Council ahead of the meeting on Tuesday 23rd April. The meeting was attended by Mr A Cooper, Mr A Hall and Ms L Ratter. Ms S Thompson for the new school, Mr S MacLean for Rural Energy Hub, Ms L Flaws from NHS, and Mr M Craigie for active travel attended and gave a presentation on each project. Ms E Perring shared the presentation which was delivered at the meeting with the community council. All three projects are at different stages so a single community engagement process is not feasible. The new school project will be forming a stakeholder group and they would like representatives from Delting Community council to be on that group to meet monthly and feedback to them. The community council will wait for further correspondence about setting up the stakeholder group. The Clerk shared email with Delting Community Council members.

2024/04/12 FINANCE UPDATE

12.1 Clerk awaiting final figures from the Term deposit account with amount of interest for 23/24 before the accounts can be finalised for 23/24. Once they are finalised, clerk will send them to members to look at before submitting them to VAS. It was agreed Delting Community Council cannot pay 23/24 grants until we get the funds from Term Deposit account released in June. Some of the smaller projects can now be paid as we have access to core funds. The clerk updated the members with the current financial position at 31st March 2024. Clerk going to check with Virgin Bank to make sure everything is now transferred to new details. Clerk to progress.

2024/04/13 CORRESPONDENCE

- **13.1 SCBF Advance Grant Scheme –** No applications.
- 13.2 Grant Application Form Brae High School Primary 7 They are planning to offer an opportunity to take part in a residential school trip to our P7 pupils. They would like to take them to stay in the Bridge End Outdoor Centre in Burra for 3 nights from 21st of May until the 24th of May 2024. They are applying for this grant to help us cover the cost of food and of transporting the pupils from Brae High School to Burra, Lerwick and back. They are applying for £900. Following a successful fundraising night the school has withdrawn the application.
- **13.3 Grant Application Form Mossbank Primary School -** They are applying for funding for transport to the music festival. They have £53.20 from 23/24 left over. They are applying for £180.00 Members discussed the application and as it was a retrospective application for an event held in March the community council were unable to award this grant. Members agreed the £53.20 can be paid towards this trip. **Clerk to Progress.**

- **13.4 Community Council Core Funding –** Core Funding was approved and funds were in the bank on 24/04/2024.
- 13.5 Community Council Scheme Review Phase 2 consultation open Consultation on new Scheme for Community Councils Shetland Islands Council

The Scheme Review, Phase 2 consultation period is now open and will remain open for comments until 5pm, Friday 28th June. On the web link you will find the scheme proposals and the online survey form. Feel free to circulate the web link within your local community.

Packs of paper survey forms to be posted to you. These survey forms need to be made available in local public places such as shops, ferries, notice boards etc.

As part of consultation Phase 2, Mr M Duncan and/or colleagues from Community Planning & Development will be attending Community Council meetings in the coming weeks to discuss the proposals. Mr M Duncan will be in touch before the end of this week with confirmation of the dates that staff from Community Planning & Development will be attending scheduled Community Council meetings. This is to carry out a 1:1 discussion with each Community Council re the draft scheme and proposed material changes.

It is expected that all CC meetings will be attended by the end of May so that should give each Community Council and its members another 4 weeks to submit any responses to the consultation survey. For more information on the Scheme Review see web link here Mr A Cooper wants the information sent to halls and youth clubs, Clerk to progress. The Clerk shared email with Delting Community Council members.

13.6 Remembering Together – Helen Robertson - Remembering Together is a Scotland wide arts project to create:- Collective acts of reflection, remembrance, hope and healing with communities across Scotland. Helen was chosen as one of the five artists chosen to fulfil this in Shetland. Her project 'Mindin' Tagidder - Tree of Life Interrupted' aims to celebrate Shetland's unique culture and bring the community together in reflection and remembrance. It also acknowledges the part our democracy played in guidance and coordination during the time. The Shetland Lace Tree of Life symbol is well known in Shetland. Helen is making make small trees encased in glass as plaques for each community. The knitted lace Tree of Life will be modified with a circle to symbolise life interrupted. The finished plaques will be around A5 size and can be displayed in public buildings. She would like the Delting Community Council to decide which building or buildings in your community it will be displayed in. She wants to reach as wide an audience in your area as possible.

A flag to mark the conclusion and promote awareness of the enclosed project will be flown from the Town Hall in Lerwick on 29th May. Members decided the Brae Health Centre would be the best place to display. Members think if it is moved around there is a chance it may be lost or broken. Clerk will approach the Brae Health Centre when the plaque is received. **The Clerk shared email with Delting Community Council members.**

13.7 SCBF - Viking Community Fund - Sent on behalf of Chris Bunyan, Chair, SCBF An explanation of changes going to be made to Advanced Grant Scheme and our other work.

They are nearing completion of their first 5-year business Plan and a formal legal agreement with VEWF for the community benefit funding of £2,215,000 in 2023-24 and index-linked for future years. While the bulk of this funding will be used for larger strategic projects, 10% a year will be allocated to a Community Grant Scheme which will be very similar to the current AGS.

Ten per cent in 2023-24 will be £221,500 and this will be split between community councils on the same basis as the AGS – the four areas hosting a VEWF turbine will have a budget of £32,575 while the remaining 14 areas will have £6,515. These funds will be available for Tier 1 and Tier 2 applications – but applicants for Tier 2 funding will only be allowed to apply to a maximum of three community council areas.

While this funding is less than currently available under the AGS, there will be a new Tier 3 for so-called 'Shetland-wide' applications, or those applying to more than three areas. In 2023-24 a total of £135,000 will be allocated for Tier 3 and decisions on applications will be made by SCBF. The current AGS has a total annual allocation of £340,000. SCBF has decided to maintain the 10% of the fund going to the community council scheme for T1 and T2 and to apply additional fundings for Tier 3, giving a total of £356,500 in 23-24.

Attached are their draft proposed new guidelines, which are very similar to the AGS guidelines and for data protection will require a new agreement to be signed by SCBF and each community council.

They are keeping the T1 and T2 application process as simple as possible, but for T3 applications they will be looking for greater emphasis on projects that are directed towards their main priorities which will be laid-out in the Business Plan.

There will be two meetings held to explain the process going forward for the SCBF application process. 22nd April and 2nd May Via Zoom to give community councillors and clerks the opportunity to raise any questions they may have regarding the Community Grant Scheme. If anyone would like to attend the meeting on 2nd May please email Ms E Gear. Clerk attended the first meeting. The proposals are draft proposals. They have not set a deadline yet for any suggestions of changes to the new proposals. They will confirm this in due course. Mr A Cooper questioned whether we would lose any unspent funds once new scheme starts. Clerk will check with Ms E Gear, Clerk to progress. The Clerk shared email with Delting Community Council members.

- 13.8 Voar Redd Up 2024 Michael Duncan collated a table showing the procedure that each community council adopts for the Voar Redd Up. Each community council does things differently. Members decided to maintain the process currently adopted by Delting Community Council. The Clerk shared email with Delting Community Council members.
- 13.9 Association of Shetland Community Councils 12 March 2024 Mr M Duncan sent attachments for Local place Plans from ASCC meeting and feedback from the night. The Clerk shared email with Delting Community Council members.
- 13.10 Local Place Plans Launch Shetland Islands Council is now in a position to issue a formal invitation to communities to prepare a Local Place Plan. They have created a dedicated Local Place Plans web page, where you can find more information together with the registration link for the online launch event in early May. If your Community Council would like to find out more and/or get involved with this exciting new opportunity, please click on the Council website link below: Local Place Plans Shetland Islands Council

By registering to be kept informed and/or involved, please be assured that you are not making any form of commitment for either yourself or your Community Council. Mr A Cooper said following the recent meeting in Lerwick it was decided that with everything going on in Delting just now and in the future, it was not something we were currently in a position to get involved with. The Clerk shared email with Delting Community Council members.

- 13.11 National Grid ESO 'Beyond 2030' report On Tuesday 19 March, the independent Electricity System Operator for Great Britain, National Grid ESO, published its 'Beyond 2030' report. This report sets out the additional transmission network infrastructure that the ESO has recommended is required across Great Britain to deliver the Climate Change Committee's Sixth Carbon Budget, placing the country on a pathway to net zero emissions. Within the report, a proposal for a second HVDC link from Shetland to the Scottish Mainland is detailed, therefor I am reaching out to ensure you are informed of the report and assure you that we will be actively engaging with Community Councils and potentially impacted communities once we have further details on what will be required on Shetland. SSEN Transmission have also released an article on this topic, it can be read here SSEN Transmission welcomes 'Beyond 2030' investment plan for future energy system SSEN Transmission (ssen-transmission.co.uk) The Clerk shared email with Delting Community Council members.
- **13.12 Building Standards Changes 1st April 2024 -** These changes will apply to Building Warrant applications submitted on or after 1st April 2024:
 - •The Building (Scotland) Amendment Regulations 2023 and 2024 Technical Handbooks introduce the New Build Heat Standard that will affect the type of heating system that new-build properties, and some converted premises, will be allowed to use New Build Heat Standard: factsheet.
 - •Building Warrant application fees will increase.

If you plan to submit an application prior to these changes, we must receive both your application and the prescribed fee before 5 pm on Friday 29th March.

Further to feedback, we have also revised the SIC value of works table previously issued. This can be used to calculate the estimated cost of works when determining the fee required. Our website has been updated accordingly: Building Warrant Fees – Shetland Islands Council

Work is underway by the Scottish Government to update the applicants online eBuilding Standards Fee Calculator tool with the new 2024 fee levels. The fee calculator will be unavailable from the 1 April 2024 whilst this work is underway. A temporary building warrant fee guidance document will replace the fee calculator tool from 1 April 2024 until the revised calculator is updated, envisaged to be in place by the end of May 2024. **The Clerk shared email with Delting Community Council members.**

13.13 Changes to fees for Planning Applications - The Fees for Applications changed from Friday 1st April 2022. All planning and other applications that are validated from that date incur new fees from those that previously existed. A link to the fee regulations effective from 1st April 2022 can be found below: The Town and Country Planning (Fees for Applications) (Scotland) Regulations 2022 - https://www.legislation.gov.uk/ssi/2022/50/contents/made, as revised by The Town and Country Planning (Fees for Applications) (Scotland) Amendment Regulations 2022 - https://www.legislation.gov.uk/en/ssi/2022/190/introduction/made. The Government's Circular (Planning Circular 2/2022) gives additional information on the fees payable. From 1st April 2024, a 25% surcharge will apply to retrospective applications. From 1st

payable. From 1st April 2024, a 25% surcharge will apply to retrospective applications. From 1st April 2024, a request made to vary a planning permission under section 64 of the Town and Country Planning (Scotland) Act 1997 (as amended), i.e. a Non Material Variation, will be subject of a £200 fee.. There is no limit on the number of requests that may be made. **The Clerk shared email with Delting Community Council members.**

- 13.14 Creative Breaks 2024-2025: NOW OPEN for applications information from Shared Care Scotland regarding its Creative Breaks Fund. The Creative Breaks programme provides 12 month grants to third sector organisations to develop and deliver short breaks projects and services for carers of adults (aged 21 years and over), and young carers (caring for children or adults), and the people that they care for. A total of around £1.1 Million is available. Grants are for one year (October 2024–September 2025). The Clerk shared email with Delting Community Council members.
- **13.15 Good, bad and needed paths –** An email that has been passed on by Robina Barton, Transport Planning. Introducing Make Ways, a new pilot citizen project to highlight good paths, bad paths and where new or better ways are needed in Shetland Central in Shetland Islands.

Too many people do not know where they can or can't go - nobody has mapped the landscape with enough information for them to make informed decisions.

The <u>Make Ways</u> map and conversation will reveal possibilities which, if acted on, will significantly improve lives and communities

They are responding to that need - and hoping to create a national path accessibility map.

They want to reveal where people with different needs can, can't and would like to go. Their ambition is for this extra and often vital information to complement existing maps and active travel projects - including the brilliant work on Scotland's core paths.

The YouGov polling found that such a map could make over half (56%) of Scottish adults more confident to walk, run, cycle or wheel places. It also found that around a third of adults would use the map to find and share good ways to go.

They are starting with walking and tools that enable people to:

- Highlight good and bad ways
- Draw wishes for new or better ways
- Map "wins" where paths have already been improved

If you would like to add to the map follow the link <u>add to the map</u> and get your area going by highlighting a few good paths in Shetland North in Shetland Islands and even suggest where a new path is needed? The Clerk shared email with Delting Community Council members.

- **13.16 Distant Island Allowance Increase –** There was an update on Distance Island Allowance sent from Shetland Island Council. **The Clerk shared email with Delting Community Council members.**
- 13.17 Post Webinar Mailing Recording, slides and useful links Empty Homes Advice Service Slides and recordings from the Improvement Service that have been shared in relation to the recent Empty Homes Advice Service webinar. The Clerk shared email with Delting Community Council members.
- 13.18 We Shine Brighter Together feedback April evaluation There was a survey to fill out sent through by Mr M Duncan. We didn't get it submitted. The Clerk shared email with Delting Community Council members.
- **13.19** Bike n Brew event Saturday 27th April 3-5pm. Grab some friends, family or colleagues and cycle to the Lerwick brewery for a free coffee/tea soft drink or a half price pint. The Clerk shared email with Delting Community Council members.

2024/04/14 ANY OTHER CURRENT BUSINESS

- **14.1 Invoice -** Printer toner and plastic Wallets from Amazon for £30.64 bought by Clerk. This was agreed by members **Clerk to progress**
- **14.2 Unadopted Roads** Members approved a poster and application form for distributing to shops this week. It was decided not to advertise in the Shetland Times. It will be advertised in shops and social media. Closing date for applications 23rd May 2024. **Clerk to progress.**
- Communication Re. Road Resurfacing in Muckle Roe Ms J Dennison was approached by 14.3 members of the community to highlighted the issue of communication with regards to the recent re-tarring of the Muckle Roe Road was taking place. The works planned affected twenty-five households. The work was due to start on 8th April for two weeks and this was advertised in the paper. In the meantime, residents had to reschedule appointments and navigate around the closure and plan ahead. However, the roadworks did not start that day and instead only commenced on 22nd April. This then meant residents affected had to further reschedule appointments and plan ahead. The residents did not receive any communication about the delay. The main issue for the community was there was no information provided in real time regarding the changes of plans and dates for the works to take place so each day they were wondering if today would be the day the road would close. The Delting Community Council members would like to know if it was possible to put measures in place to ensure communities are kept up to date with changes in real time, either by radio, social media or the SIC website, to enable residents to better plan. This issue is not just an issue in Delting, but the Muckle Roe issue has highlighted the problem therefore, Mr A Cooper would like Ms M Sandison emailed to ask if a method of communication in real time can be put in place. Clerk to progress
- **14.4** Repair work in Moorfield Estate Mr J Milne provided an update on the workis in the Moorfield estate. The generator will now be moved to the other side of Brae which should mean less noise for the residents.

Mr J Milne was approached by a resident regarding the new windows which have been installed. The kitchen windows have been installed in the homes with frosted glass like the glass on a bathroom. The resident is unhappy as they now cannot see through their kitchen window and it also is letting in less light in turn affecting energy costs.

Another issue which has been raised by another resident is the scaffolding company that has been used to install scaffolding at the houses getting their roofs fixed, have been installing and removing scaffolding quite randomly and without care and attention to some gardens. The company seems to be leaving scaffolding up when all the works are complete on the houses and only removing it when it is needed elsewhere, instead of dismantling it as soon as works are complete. Mr A Cooper said to email Ms A Jamieson at Housing to see if the issues can be looked at. **Clerk to progress**.

MINUTE: April 2024 2024/04/15 DATE AND PLACE OF NEXT MEETING

15.1 The Chairman called for the next Delting Community Council meeting to be held at the Brae High School with the option for Members to join remotely through Microsoft Teams on Thursday 30th May commencing at 7.30pm.

Chairman