



## DRAFT MINUTES – Subject to approval at the October 2025 meeting

Members queried whether the significant number of new houses in Cunningsburgh had been factored into the assessments. Mr Craigie confirmed that this had been taken into account and that no changes had been identified which would alter school transport entitlement for the children concerned.

He advised that he was meeting the Schools Service the following day to explore whether, within existing policy constraints, adjustments could be made to address some of the concerns raised — for example, use of vacant seats or possible rerouting of services.

Mr Craigie also undertook to prepare a package of information and make it accessible to the public. The Community Council pages on the SIC website were suggested as a suitable location, since GQC CC does not have its own website.

He emphasised that a more holistic, longer-term plan is needed. Some budget has been secured to scope this work, but it is too early to confirm what may be achievable. Larger infrastructure improvements would require significant planning, time, and funding, and may not be feasible, while smaller measures may be more deliverable if appropriate. He noted that changes to speed limits follow a formal legislative process but are relatively inexpensive, involving mainly the relocation of signage. An update to the Active Travel Plan Settlement Audit may also form part of the solution.

Mr Craigie acknowledged the pressure on resources, noting that in his 35 years at the Council he had never seen workloads higher. Staff absences and phased returns, including the absence of a key staff member for this project, are making progress more difficult.

Two members of the public present, both parents of school pupils, strongly expressed their frustration. Mr Manson described the process as a “can-kicking exercise” and voiced concern that the latest assessments simply echoed the conclusions of the previous ones and had started from that conclusion. He highlighted again the dangers faced by children walking along the main road past the Cunningsburgh Showground, where they are unable to safely cross to the available pavement.

Mrs Philip also raised concerns, noting that the Schools Service initially rejected vacant seat requests, then altered and lengthened the summer route so that it no longer passed her house. Vacant seat requests from children living along the new route were also subsequently rejected. She stressed that walking through Cunningsburgh never feels safe, particularly as airport traffic greatly increases already heavy traffic flows.

The parents were clear that there is a simple fix, saying “there is a bus going past our door from October to April and it won’t pick up our bairns.”

The Clerk also read out an email from another parent unable to attend the meeting.

Other options discussed included:

- Bringing forward the winter timetable to provide some immediate relief while longer-term options are explored.
- Allowing bairns to use their national entitlement cards as part of a potential solution.
- Ensuring the 20mph flashing signs are working properly, as they were intermittently failing at the end of last term.
- Providing a crossing attendant.
- Making an exception to current transport policy, as has reportedly been done for pupils in Whiteness and Weisdale.

Mr Craigie reiterated his commitment to doing what he could within current policy to give the community confidence that their concerns are being taken seriously. He noted that if

solutions cannot be found within existing frameworks, elected SIC Councillors have the option of pressing for policy review.

**ACTION:** Mr Craigie to meet with the Schools Service on Wednesday 20th, set a new date for a public meeting, and identify a location where all relevant reports and information can be made accessible. Once the minutes are finalised, the Clerk will email Mr Craigie for a weekly update (every Friday) and share any new information with interested parties.

### **8. GULBERWICK, QUARFF AND CUNNINGSBURGH DEVELOPMENT GROUP, LOCAL PLACE PLAN AND RESILIENCE PLAN UPDATES**

Mrs Christie explained she had to leave early but wanted to see if we could get a date set for a public meeting to promote the Development Group and to gather information for the Local Place Plan.

Due to the commitments of those involved then it was agreed that one date is all that can currently be managed. It was agreed to book the Cunningsburgh Hall on Sunday 16<sup>th</sup> November and to see if the hall or a local group would be interested in providing some Sunday-tea style refreshments in return for a donation from the Community Council.

A simple questionnaire can also be created and distributed in the weeks leading up to the event to try to promote the event and to gather views of those who may not be able to attend.

**ACTION:** Clerk to book hall, speak to groups to see about refreshments, and start looking at a questionnaire which she can run past the Community Councillors for their input.

----- Mrs Christie left 20.06 -----

### **3. VOICEABILITY ADVOCATE VIKKI PARRY – VISIT FOR INFO SHARING AND GATHERING**

Voiceability Advocate Mrs Parry spoke through what Voiceability Shetland can offer and to who. It is a free service which provides support for adults and young people in Shetland with a mental health condition or those with a learning or physical disability, autism or dementia. They also support unpaid carers of all ages. Advocacy Shetland used to offer a similar service and were very busy, but the charity closed and there is still a need in the community for the support.

They offer staff as independent professionals who support people to have their say, be heard and understand their rights. Although they can assist with absolutely any issue a person feels they need help with, a large part of their workload is supporting people to access benefits they are entitled to. They know the complicated forms well and Mrs Parry says that unlike some other agencies, they are able to tease extra information out of people to ensure their full situation is represented on the form – other support agencies may just be able to read out the questions and input the first answers given by a person.

She said they can't give advice but will try to help people get what they want – as long as it isn't harmful, they will support you even if most people would feel what you are wanting is "a bit crazy".

They will listen to what someone thinks about what is happening to them, help them say what they want and don't want, help them understand more about their situation, explain options, and finally plan with someone what to do next. It is a free and confidential service.

More information can be found by clicking [here](#). The free phone number is 0300 303 1660, the email address is [helpline.scotland@voiceability.org](mailto:helpline.scotland@voiceability.org)

----- Mrs Parry left 20.20 -----

## 1. MATTERS ARISING

### 1. Community Benches

The last of the benches gifted by SSE to the Community Council is still looking for a site in Cunningsburgh. Mrs Christie is progressing this and will be asked for an update at the next meeting.

**ACTION:** Mrs Christie to progress work towards locating a site for a bench in Cunningsburgh.

### 2. Food Storage Hot Box

The hot box purchased for Mackenzie's Farm Shop and Café to help them safely transport the Community Council free hot meals during Covid lockdown is needing to find a new home as the farm shop building is being sold. The clerk has contacted local halls and the school to see if any of them could use it. So far no one has indicated they would like it.

Mrs Arnett had said she will also speak to other community groups and organisations within the south mainland but we do not have an update from her. If it is not gifted to a community group, the clerk will attempt to sell it and put the funds back into the CC bank account.

**ACTION:** Update from Mrs Arnett at the next meeting and if no group wants it, the clerk will attempt to sell it.

### 3. Introduction of Wheelie Bins for Non-Recyclable Waste

At the last meeting, Mr MacPherson said he had heard about possible plans to introduce wheelie bins for black bags/household waste and he had concerns about the implications of introducing them as a mandatory measure. He wanted to know what would happen with garden waste if they were introduced. SIC Waste Services Team Leader Brydon Gray replied to an email asking about it and said there are no plans to roll out wheelie bins at the moment, it was just an idea that their Executive Manager is keen to explore. There will be a survey sent out later this year and the results will be analysed before any decisions are made.

### 4. BT Broadband Fibre

A Gulberwick resident living in Lower Hillside was in contact before the last meeting to ask if the Community Council has any influence with Openreach, specifically in relation to when/if homes in Lower Hillside, Hillside Park and Hillside Brae will get access to 'full fibre'.

Mr Clark spoke to a local BT employee who explained that they were focusing on the areas with the poorest access first, but didn't get any specifics about when homes in Gulberwick, Quarff and Cunningsburgh would be upgraded. The clerk managed to get contact details for someone on the mainland who co-ordinates the work up here so she is to contact them in the hope they can provide more detail.

**ACTION:** Clerk to email the mainland BT contact for more detail on fibre broadband roll out in the Community Council area. Any information received to be reported back to the member of the public as well as at the next meeting.

### 5. Enviroglass

There is no update at present on the various ideas and options which could be used to clear or use the recycled glass from the plant in Cunningsburgh, now under SIC ownership.

**ACTION:** Clerk to follow this up.

6. Emergency Planning Visit

SIC Resilience Advisor Ian Taylor has indicated he can attend the October meeting to give some background to the Community Resilience Plans and how they fit in with the emergency plans already in place with bigger services and organisations.

**ACTION:** Clerk to confirm visit.

7. Outdoor Access Officer Visit

It was agreed to see if Liam Drosso, SIC Outdoor Access Officer could attend the November meeting to give some information on paths in Shetland, what categories they fall into and how this affects funding options.

**ACTION:** Clerk to organise the visit.

**2. POLICE REPORT**

No police officers were present at the meeting but the Shetland Policing Report for April/May 2025 had been circulated previously. There were six incidents in Gulberwick, Quarff and Cunningsburgh during April and May:

Road Safety and Road Crime

- Careless Driving

Antisocial Behaviour, Violence and Disorder

- Vandalism

Protecting Vulnerable People

- Concern for Person (3)

Other

- Firearms Seizure

The report also explained that officers in Shetland should have started to use Body Worn Video Cameras in June. A video giving further information on how Police Scotland use the video footage was included in the report: <https://www.scotland.police.uk/about-us/how-we-do-it/body-worn-video/>

**3. VOICEABILITY ADVOCATE VIKKI PARRY – VISIT FOR INFO SHARING AND GATHERING**

This has already been covered further up the minutes.

**4. FINANCIAL MONITORING REPORT**

The bank statement on August 16<sup>th</sup> read £14,242.12.

Chair Mr Murray signed the grant acceptance letters and we have now received our core and grant funding from the SIC - £13,108.47 came into the account on May 29<sup>th</sup>.

The only transaction outwith the usual monthly ones was £95 for our independent examination of the accounts, and £40 for our membership, both paid to Voluntary Action Shetland.

The accounts finally came back from VAS with a stamp of approval and have also been accepted by the SIC Grants Department.

## **5. GRANT APPLICATIONS**

There were no Shetland Community Benefit Fund or Community Council applications to consider, though some CC grant forms have been sent out by the clerk so she is hopeful of applications at the next meeting.

Results of the Viking Community Fund annual review had previously been circulated so were read and noted.

**ACTION:** Everyone is to encourage groups and organisations to apply for grants.

## **6. ROADS AND PATHS**

There is no update on the pothole and puddle at East Voxter Junction

**ACTION:** Clerk to follow this up.

## **7. CUNNINGSBURGH SCHOOL TRANSPORT AND ROAD SAFETY CONCERNS**

This has already been dealt with earlier in the meeting.

## **8. UPDATES FROM GULBERWICK, QUARFF & CUNNINGSBURGH DEVELOPMENT GROUP, LOCAL PLACE PLAN AND RESILIENCE PLAN**

A date for a meeting to promote the Development Group and gather information from the public for the Local Place Plan was agreed earlier in the meeting.

Members proceeded to discuss the Local Resilience Plan, which had not yet been covered. Mr Murray explained he had received no updates from any of the groups and organisations asked to contribute to the Plan but other members were able to confirm that they knew some groups were working on it.

**ACTION:** Mr Murray to provide an update on the Resilience Plan at the next meeting. Clerk to book hall, organise refreshments and draft a Local Place Plan questionnaire for the next meeting.

## **9. UPDATES FROM ELECTED MEMBERS**

No written updates were received from elected members.

## **10. CORRESPONDENCE**

### 1. Association of Shetland Community Councils Meeting

The next meeting of the ASCC is Wednesday 8<sup>th</sup> October, the night following the next GQC Community Council meeting. It has been pushed back from its original date. Mr Clark agreed to attend on behalf of GQC CC.

Mrs Davis gave an update on the June meeting – representatives from Viking Genes attended and were encouraged to apply to individual CCs for funding. Michael Cragie attended and gave more detail on possible dates for new ferries to the mainland as well as inter-island ferries, as well as the processes they go through to get them and what may be changing. The Community Council elections were also discussed.

**ACTION:** Clerk to inform ASCC that Mr Clark will attend and will share the papers with him when she receives them.

## 2. Draft Marine and Coastal Restoration Plan

An email sent via Michael Duncan on August 12<sup>th</sup> was read and noted. It explained that the consultation on the Draft Marine and Coastal Restoration Plan closes on October 19<sup>th</sup>. The consultation can be accessed through the following link: [Draft Marine and Coastal Restoration Plan - Scottish Government consultations - Citizen Space](#).

There will also be a public consultation event at the Lerwick Town Hall on Tuesday 23<sup>rd</sup> September from 14:00 to 19:00.

The Plan sets out actions to support and accelerate marine and coastal restoration in Scotland, including identifying actions to help prioritise habitats and locations suitable for restoration. Policy development for the plan has been informed by discussions with a cross-sectoral stakeholder advisory group who brought a wide range of perspectives to the table.

**ACTION:** Anyone wishing to comment or attend the meeting to do so.

## 3. Community Council Elections

Information on the CC elections and when they will happen was previously circulated:

- Notice of Election published – Friday 12<sup>th</sup> September 2025
- Nomination forms validated from - Monday 15 September 2025
- Closing date for nominations – Thursday 16<sup>th</sup> October 2025 at 4pm
- Notice of Poll/Uncontested Election – Friday 17<sup>th</sup> October
- Issue of Postal Ballot Papers by - Friday 31 October 2025
- Closing Date for return of Ballot Papers – Thursday 20<sup>th</sup> November at 5pm
- Verification and Counting of Votes - Friday 21 November 2025

Election day is 20 November 2025, and so ALL existing CC Members will continue until midnight on Wednesday 19 November 2025. Uncontested members are elected from 11am on 20 November 2025 and those subject to a ballot are declared elected at the Count on 21 November 2025. The first meeting of the new Community Council must be held within one month of election day, namely by 21 December 2025. As GQC CC doesn't have a scheduled meeting planned for December a short one will need to be held to comply with the process.

**ACTION:** Everyone present to try to encourage new people to consider being members and clerk to cascade any new information she gets to current members.

## 4. Consultation on Strategic Compensation Policy for Offshore Wind Consultation

An email shared by Michael Duncan on July 28<sup>th</sup> was read and noted. It explained more about the consultation launched by the Scottish Government on the Strategic Compensation Policy for Offshore Wind. The consultation will remain open until 23:59 on 1 September.

It can be accessed through the following link: [Strategic Compensation Policy for Offshore Wind - Scottish Government consultations - Citizen Space](#).

The consultation is seeking views on Scotland's proposed policy for Habitats Regulations reform for offshore wind. Enabled by the UK Energy Act 2023, the policy proposes to amend the Habitats Regulations for offshore wind to enable a more flexible and pragmatic approach to environmental compensation. The proposals aim to provide new opportunities for investment to conserve Scotland's marine environment by enabling a more flexible approach to the requirements for compensation and unlock barriers to offshore wind deployment in Scotland and the climate and economic benefits offshore wind brings.

**ACTION:** Anyone who would like to comment on the consultation to do so by the closing date.

#### 5. Documents to Adopt

As a result of the review of the CC Scheme of Establishment a new Code of Conduct and set of Standing Orders needs to be adopted and signed. Everyone present agreed to the adoption of the two documents and the chair signed and dated them.

**ACTION:** Clerk to give Michael Duncan the signed documents.

#### 6. Thanks re Guiding Marine Restoration and Enhancement Project

An email thanking members for their contribution to the Guiding Marine Restoration and Enhancement in the Shetland Islands project was received from Tanya Riley, the marine scientist from UHI who visited the CC earlier this year.

She explained that people can find information about the project on their webpage: [People & Place - Guiding Marine Restoration and Enhancement in the Shetland Islands](#) This page will continue to be updated, even though the main project phase has now concluded, as they plan to publish a policy brief and other materials in due course.

She also attached the following documents: The full underlying reports for both Phase 1 and Phase 2, the final public-facing summary document, which incorporates input from across the community and the Guiding Principles document.

#### 7. Payphone Consultation

Several payphones in the Community Council area are due to be decommissioned and the community has the option to adopt the box for £1 to allow it to be used as other things – cafes, mini-libraries and defibrillator sites are just a few options.

**ACTION:** If anyone has an idea for any of the phoneboxes then they can get in touch with [development.management@shetland.gov.uk](mailto:development.management@shetland.gov.uk) before the end of August.

#### 8. SIC Grasscutting at Burial Grounds Info

An information sheet answering frequently asked questions about grasscutting in burial grounds was read and noted. Among other things it shared that robotic mowers are being trialled in Tingwall, Sandwick and Mid Yell, that grass is cut 10-14 times between April and November, that grass is maintained at a height between 7.5 and 15cm and that policy dictates that grass clippings are not collected and remain on the surface after cutting.

#### 9. Da Voar Redd Up Update

Information on the redd ups in the Community Council area as part of this year's Voar Redd Up was received from the Shetland Amenity Trust. Despite several groups doing redd ups in the area, only one group indicated they would like a donation from the Community Council as a thank you for doing so. The clerk has contacted the group in question and will transfer funds to the local group, organisation or charity when she has been told which one has been nominated.

**ACTION:** Clerk to transfer funds when a group or charity has been nominated.

#### 10. Tingwall Agricultural Museum and Heritage Centre

A letter from the group raising funds for a dedicated premise for the Tingwall Agricultural Museum and Heritage Centre was read and noted. They had asked for a donation towards a 50<sup>th</sup> anniversary event they were holding as well as a new letter of support. Members agreed to the new letter and to enclosing a grant application form.

**ACTION:** Clerk to write a new letter of support and enclose a grant application form for their use.

## 11. PLANNING

There were three new planning applications on the planning portal for the CC area since the last meeting and only one of them required comment, though a decision had already been made to approve it as the summer break meant that the deadline to comment was missed:

[2025/149/PPF](#) – Erect 1.5 storey house, Reidun, Mail, Cunningsburgh, Shetland

Members had no comments or objections.

Not requiring comment –

[2025/180/PPF](#) – Erect extension to house, Oceana, Aithsetter, C'burgh

[2025/186/PPF](#) – New garage and change of land use, Vatnabrekk, Easter Quarff, Quarff

Mr Clark gave an update on the application discussed at the June meeting [2025/077/PPF](#) – The Planning Department had come back with a decision on some of the events and information disputed but not everyone is happy with the outcome. Mr Clark is to keep an eye on it and offer support where appropriate.

Members agreed that they did not have the ability to unpick the truth from all the events and points of views shared so were glad that the Planning Department is still involved.

There was also a Marine Licensing Consultation which came in during the meeting, with only a two-week turnaround for comments:

[00011094](#) - Scottish Water- Outfall Replacement- Gulberwick, Shetland

Members had no objections in principle but noted that, in the original plans, Scottish Water had indicated the outfall pipe would be extended further. The current application does not make it clear whether this is still the case. Members therefore request clarification and wish it recorded that their preference is for the pipe to be extended (rather than replaced at its original length), as this was what was promised during the initial discussions and plans.

**ACTION:** Clerk to email in comments on the planning application and marine license consultation.

## 12. AOCB

There were no other issues to discuss.

## 13. DATE OF NEXT MEETING

The next meeting is on Tuesday 7<sup>th</sup> October 2025.

Meeting Ends – 21.07

**CHAIR**

**15. OUTSTANDING ITEMS**

August 2024 – Cunningsburgh bench location to be decided.

February 2025 – Community CPR sessions – no answer from emergency services re date.

June 2025 – Plans for tidying up Enviroglass site and perhaps using some of the recycled glass in other projects – no update as yet.

June 2025 – Cunningsburgh school transport and road safety concerns - date for next Community Meeting not yet been set

June 2025 – pothole and puddle at East Voxter junction – still unsure if it has been fixed yet