

Other

- Fail to Comply with Bail
- Medical Matter

Members asked for more detail on the driving incidents and where they were located and officers indicated they were on the main road. Many of them are coming in as a result of drivers' dash cam footage. They also assured members that the police officer who had been knocked over a barrier by a car, falling down an embankment is doing well. She had been attending another incident when the accident happened.

They explained that the break in was a one-off event and explained that most break-ins are committed by people who know the house owners.

----- Officers left at 6.10pm-----

3. EMERGENCY PLANNING – VISIT FROM IAN TAYLOR, SIC RESILIENCE ADVISOR

Mr Taylor was called away just before he was due to start this item.

-----Mr Taylor left at 6.10pm-----

ACTION: Clerk to contact Mr Taylor to organise another date for him to attend.

7. CUNNINGSBURGH SCHOOL TRANSPORT AND ROAD SAFETY CONCERNS

This item was moved up the agenda to allow Mr Craigie to leave at the earliest opportunity.

Concerns around road safety—particularly for children—and the lack of school transport for some pupils during the summer term were raised at a well-attended public meeting in May. The strength of feeling within the community was clear. Following that meeting, Michael Craigie, SIC Executive Manager for Transport Planning, issued meeting notes. A planned follow-up meeting was postponed to allow for walking assessments and traffic counts to be carried out. These have now taken place, with the conclusion that there has been no material change to road safety conditions and therefore no change to school transport entitlement.

Mr Craigie sent out a new briefing note prior to this meeting and talked members through it, answering questions as they arose. The discussion became heated at points, reflecting the frustration felt by many at the lack of progress.

He explained that the purpose of his briefing note was to capture the full range of issues raised by the community and to set out what can—and cannot—be done going forward. Questions were asked about the walking route assessment, with Mr Craigie assuring members that increased population and traffic levels had been taken into account. He acknowledged that certain points along the route could be improved, but said these did not amount to a change in the overall conclusion. He also clarified who had carried out the assessment and who was responsible for it, after members queried the lack of a name, date, or signature on the documents shared.

Mrs Christie described her recent experience filming along the roadside near the Cunningburgh Hall for a Community Council project. She had long supported calls for improved road safety, but said it was only after experiencing the conditions firsthand that she fully appreciated the level of risk:

"I was horrified – the speed of the traffic thundering past us, and the peerie lass on her bike coming down the sloped pavement and picking up speed, shooting off from us. I honestly thought something terrible was going to happen when that truck went past – it was awful."

She also recounted how, a few years ago, she fell into a ditch on her way to a Community Council meeting due to the lack of verges—ironically after stepping back to let a police car pass on its way to the same meeting.

Mrs Philip spoke about the “craziness” of the traffic they encounter when walking or cycling. She felt it was not ditch- or verge-maintenance that was needed, but meaningful improvements. She suggested that French drains could be installed to create gravelled walking surfaces within ditches. She also discussed bus logistics and noted that the primary school bus often still passes the homes of pupils who would benefit from a seat. She intends to submit a Freedom of Information request to the SIC regarding vacant seats.

Mr Clark asked whether there might be scope for greater discretion in SIC policy to allow more pupils to receive school transport year-round. He highlighted a paragraph in a previously shared document and asked Mr Craigie to review it in more detail.

The redesign and extension of the school car park were briefly discussed, but any such improvements fall under School Service capital planning, where no current resources are available. It was noted that a school crossing attendant might have helped, but the post has not been filled.

Mr Craigie outlined several next steps that may help.

- The Roads Service is currently carrying out a Shetland-wide speed limit review to establish a consistent approach across communities, and Cunningsburgh’s concerns will be fed into this process.
- The footpath along the Cunningsburgh Showground (between the Gord Road and the Aithsetter Junction) has potential to be included in the 2026/27 footway improvement plan, with the community’s strong views taken into account.
- A refreshed Community Settlement Audit will also be carried out, as the original Cunningsburgh audit failed to capture the extent of public concern.

Members agreed that information gathered from the Local Place Plan meeting and online mapping consultations would form a useful starting point. Collating this into a list of large and small projects, prioritised and supported by public comments, would allow the Community Council to present a clear case to the relevant SIC departments when the time is right. Mr Craigie noted that he is currently recruiting staff, and that even if a report were ready now, there is no one available to take full ownership of the data—it must feed into the correct consultations or audits at the appropriate stages.

In addition to broader public comments, several specific points could be included in any future report:

- The length of the village
- Its position on the route to the airport
- Driver behaviour, with many focused on travelling from A to B rather than recognising it as a village
- The abrupt reduction from 50mph to an occasional 20mph at the school, which can be difficult for drivers
- Locations highlighted by the walking route assessments
- The overall desire for Cunningsburgh to become a more liveable, better-connected community
- The community’s strong commitment to active and sustainable travel
- The fact that, regardless of technical assessments, the walking routes do not feel safe.

ACTION: Development Group to meet in December to plan next steps. Further comments on the PlaceCheck maps to be encouraged. Comments to be collated and organised.

1. MATTERS ARISING FROM MINUTES

1. Broadband Fibre Roll-Out

Attempts to seek information on when and where fibre-broadband would be rolled out across our communities, especially in Gulberwick, has proved unsuccessful. The clerk managed to get hold of contact details for the subcontractor to BT's main supplier CIRCET but they only find out the location of the work with 3-4 weeks notice. They also explained that the process of the rollout is very complicated as it can be done by so many different suppliers and projects. The member of the public that raised the initial query thanked the CC for the update and efforts to find out more.

2. Community Benches

A location for the last bench has been decided – it will be located near the Cunningsburgh History Hut. Mrs Christie and members of the History Group are progressing this and will report back when the bench is in situ.

4. FINANCIAL MNITPRING REPORT

The bank statement on November 14th read £11,993.37.

There were two grants paid out – the £200 previously agreed for the Cunningsburgh Primary 7s school trip and Da Voar Redd Up donation of £50 which the group chose to go to the Quarff Public Hall. The Information Commission fee of £47 direct debit has also been paid, as has the £840 for the Local Place Plan PlaceCheck film which Keiba Film was commissioned to do.

There were no other transactions which are unusual or outwith the usual monthly outgoings though there are a few coming up.

There are expenses related to the Local Place Plan event - £400 for the hire of the hall and the provision of teas and homebakes by the hall committee; minor stationery purchases; thank you gifts for the actors; and finally unexpected map printing expenses of £50. There was also £300 budgeted for the expected small uplift in the clerk's pay – it has been found out today that it is £277.44. There is an overspend in the administration budget of approximately £1680 as a result, which can be resolved by reducing the proposed grants budget, or dipping into the reserves, which currently sit at approximately £4,000.

5. GRANT APPLICATIONS – GQC CC & SHETLAND COMMUNITY BENEFIT FUND (SCBF) INFORMATION

There were five grant applications for GQC CC to consider and members unanimously decided to award full grants to all, dipping into the reserves to do so:

Gulberwick Toddlers Christmas Party - £100
Cunningsburgh Under 5s Christmas Party - £100
Gulberwick Hall Community Christmas Party - £150
Royal Voluntary Service Christmas Meal - £952
Cunningsburgh Football Club gym extension project – £2880

Members also took into account an application due in from Quarff Hall for their senior citizen's Christmas meal and have kept aside £250 for this if the application meets the required criteria. As all the grant money has now been allocated there will be no more grant applications considered in this financial year.

Information from the SCBF on what funds are left in the pot for GQ&C was received. It currently stands at almost £25,000.

ACTION: Clerk to inform applicants and transfer money to bank accounts.

6. ROADS AND PATHS

1. North Vaxter Junction

The pothole and drainage situation here is worsening.

ACTION: Clerk to email for update.

2. Ocracquoy Road

The resurfacing has been completed. The clerk can close the application file when the paperwork has been received.

ACTION: Clerk to email for reminder of invoice.

3. Fladdabister Road

It was hoped that some resurfacing works may have happened here but there have been no signs as yet.

ACTION: Clerk to email for update.

7. CUNNINGSBURGH SCHOOL TRANSPORT AND ROAD SAFETY CONCERNS*

This item was dealt with earlier in the meeting.

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

The community consultation event held on Sunday (16th November) was very successful and approximately 25 people attended and gave feedback in person using the paper and online maps. The film produced has been viewed almost 2,000 times and will hopefully help keep people inputting information on the PlaceCheck online maps.

The film can be viewed here: [Community council - Placecheck on Vimeo](#)

The information received will be used in the development of a Local Place Plan but will also be used by the Development Group to identify projects which the community have communicated as important to them. As discussed in Item 7, there are a lot of comments that can also be collated and presented as evidence for making positive changes to road safety concerns in Cunningsburgh, and it was agreed to continue to pursue feedback for this purpose too.

There were four maps for the different areas but as the areas are so close geographically, comments for all areas have been collected on each map, so it is worth looking at each map even if your interest only lies with one area.

To leave a comment or view the maps go here:

www.placecheck.info/app/maps/quarff

www.placecheck.info/app/maps/cunningsburgh

www.placecheck.info/app/maps/gulberwick

www.placecheck.info/app/maps/fladdabister2

It was agreed to submit a complaint to the SIC Planning Department after they informed us, at the last minute, that they could not print any maps for us. As a result, we had to approach a local company and pay for the printing ourselves. The department has said that staff do not have the capacity to print maps, but we would not have required this support had we not been tasked by them with producing a Local Place Plan in the first place. We are fortunate to have reserves to draw on, but the situation caused unnecessary stress—particularly given that other Community Councils have already received assistance with their maps.

Development Group

It was decided to have a meeting of the Development Group at some point in December. Several new members had signed up at the meeting on Sunday. The first job is to pull the data off the Placecheck maps and collate it in a meaningful way.

Community Resilience Plans

There have been no responses from the local halls or the school for their input in the Community Resilience Plan and Mr Murray who was leading the project is standing down from the CC. It was agreed he would contact them one more time and ask them to send responses to the clerk.

ACTION: Development Group meeting to be organised for December – Mr Clark to lead. Complaint about lack of help with printing maps to be sent to SIC Planning. Mr Murray to contact 'community hubs' identified in Resilience Plan and ask them to send responses to the clerk.

9. UPDATES FROM ELECTED MEMBERS

None present and no written updates were received from elected members.

10. CORRESPONDENCE

1. Association of Shetland Community Councils Meeting

The most recent meeting of the ASCC was Wednesday 8th October. Mrs Christie attended and said that other than the updates already provided by Michael Duncan via email, there was nothing else of note to report back.

2. Meeting Dates for 2026

The following meeting dates for 2026 were agreed:

Tuesday 6th January
Tuesday 10th February
Tuesday 17th March
Tuesday 21st April
Tuesday 9th June
Tuesday 18th August
Tuesday 6th October
Tuesday 17th November

It is likely that the meetings will be at 7pm but the new members starting next week may decide to move it to an earlier time if this suits the school.

There will be an extra meeting next week – Tuesday 25th November at 7pm – to complete the formalities required when a new term starts.

ACTION: Clerk to let Michael Duncan know that the dates have been confirmed and share them with others who also attend.

3. Viking Genes Letter

Information was received from the Viking Genes fundraising group asking for a letter of support for their campaign. Members agreed to send one.

ACTION: Clerk to draft a letter of support for the current chair to check and sign before sending.

3. Community Council Elections

Members were pleased to note that seven Community Councillors had been elected and that one person who had recently moved to the area was keen to be co-opted. This leave just two vacancies and means the Community Council is in a healthy state going forward.

4. Northern Isles Ferry Service – User Survey

The Ferries Directorate in Transport Scotland have created a user survey to gather views to inform the future ferry service to Shetland and Orkney. Several members have already filled it out and encouraged others to do the same. It can be found at: [Islands Connectivity Plan | Community Needs Assessments | Transport Scotland](#)

ACTION: Anyone who would like to complete the survey to do so by the closing date of 9th January 2026.

11. PLANNING

There were three new planning applications on the planning portal for the CC area since the last meeting, all requiring comment:

[2025/265/PPF](#) – To site portable static mobile home, Cunningsburgh, Shetland, ZE2 9HF
[2025/260/PPF](#) – Change of use from workshop/office/storage shed to Gymnastics Facility, Soothend Storage Unit, Cunningsburgh Industrial Estate, Cunningsburgh, Shetland
[2025/077/PPF](#) – Erect single story house, 4A Aisterlea, Cunningsburgh, Shetland

Mr Clark gave an update on the application discussed at the June meeting [2025/077/PPF](#) – he had spoken to the Planning Department and it seems that the drainage issues have not yet been resolved but that if this new house is built to plan it should not cause any further problems.

Members had no objections to any of the applications.

ACTION: Clerk to email in comments on the planning applications.

12. AOCB

1. Clerk's Pay

The clerk left the room while this item was discussed. Members agreed to award the uplift in pay agreed for local government employees.

ACTION: Clerk to award backpay and change the monthly direct debit to take into account the new pay.

2. Fladdabister and Ocrquooy Design Statement

Mr MacPherson shared copies of the Fladdabister and Ocrquooy Design Statement adopted by the SIC in 2005. It will be used as part of the Local Place Plan. He also shared that he has copies of minutes back to 1999 if anyone was ever to need them.

3. Thank You to Ewen MacPherson

Chair Mr Murray led the members in offering thanks to Mr MacPherson for his great service to the Community Council over the last 26 years. His historical memories have proved invaluable and members are very grateful for his contribution over the years. He was presented with a certificate of appreciation and a gift.

Members also thanked Mr Murray for his service, especially his time as chair, as he is also stepping down at the end of this term.

13. DATE OF NEXT MEETING

The next meeting is on Tuesday 25th November 2025.

Meeting Ends – 20.00

CHAIR

15. OUTSTANDING ITEMS

- 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