

**GULBERWICK, QUARFF & CUNNINGSBURGH
COMMUNITY COUNCIL**

**MINUTES OF THE MEETING HELD ON TUESDAY 25TH NOVEMBER 2025
AT CUNNINGSBURGH SCHOOL AT 7.00PM**

A. THE CIRCULAR CALLING THE MEETING HELD WAS READ.

B. PRESENT Maureen Davis Colin Clark Karen MacKay
 Pat Christie Liam Summers Eric Semple

EX OFFICIO

IN ATTENDANCE Maryanne Gray Mrs K Geddes, clerk

CHAIRPERSON To be decided at meeting

APOLOGIES Danielle Smith

NOT PRESENT

C. DECLARATIONS OF INTEREST

None declared.

D. APPROVAL OF MINUTES OF MEETING HELD ON TUESDAY 18TH NOVEMBER 2025

The minutes of the meeting held on Tuesday 18th November were approved on the motion of Mrs M Davis and seconded by Mr C Clark. The clerk had forgotten to ask the names of the police officers in attendance so they were not recorded at the time – they were APS Steven Anderson and PC Cameron Barron.

1. ELECTION OF CHAIR

Mrs P Christie was elected as chair on the motion of Mr C Clark, seconded by Mrs M Davis.

2. ELECTION OF VICE-CHAIR

Mr C Clark was elected as vice-chair on the motion of Mrs M Davis, seconded by Mrs P Christie.

3. EX-OFFICIO MEMBERS

The ex-officio members for Gulberwick, Quarff and Cunningsburgh were acknowledged and identified as follows:

1. Shetland Islands Councillors

- Robbie MacGregor
- Bryan Peterson
- Allison Duncan
- Alex Armitage

2. The MP for Orkney & Shetland

- Alistair Carmichael MP

3. The MSP for the Shetland Constituency

- Beatrice Wishart MSP

4. Highlands & Islands Regional MSPs

- Ariane Burgess MSP
- Edward Mountain MSP
- Rhoda Grant MSP
- Jamie Halcro Johnston MSP
- Emma Roddick MSP
- Douglas Ross MSP
- Tim Eagle MSP

5. MSYPs (Scottish Youth Parliament Representatives for Shetland)

- Beenie-Ann Wood MSYP
- Ava Williamson MSYP

4. ASSOCIATE MEMBERS

Gulberwick, Quarff and Cunningsburgh currently have no associate members.

5. VACANT SEATS AND CO-OPTIONS

There are currently three vacant seats on the GQ&C Community Council, all of which can be co-opted.

Maryanne Gray indicated she would like to fill one of the spaces and she was elected as a co-opted member with full voting rights on the motion of Mr C Clark, seconded by Mr E Semple.

ACTION: Clerk to return the paperwork to the SIC.

6. PROMOTION OF VACANT SEATS

There was discussion about what could be done to promote the vacant seats – now numbering two.

Everyone connected with the Community Council was asked to seek out and encourage people who they thought would be good candidates. The clerk will also use social media and the minutes and agendas to promote the vacancies.

7. MATTERS ARISING

1. Visit from Ian Taylor, SIC Resilience Advisor

Mr Taylor attended the meeting last week but had to leave unexpectedly. He has indicated he is willing to attend a future meeting.

ACTION: Clerk to organise new date for Mr Taylor to attend.

2. Visit from Alan Street, Station Commander, Lerwick Fire Station.

Mr Street was also due to attend the last meeting but could not make it due to the condition of the roads with the snow. He has also indicated he is willing to make a future meeting.

ACTION: Clerk to organise a new date for Mr Street to attend.

3. Hot Cupboard

No local groups have expressed interest in the hot cupboard, which was purchased for meal delivery during the pandemic but is now redundant. Mr Clark has been in touch with groups further afield, and the UnstFest committee has indicated that they would be interested.

ACTION: Mr Clark to liaise between Mackenzie's and the UnstFest committee to sort out the pick-up of the hot cupboard.

4. Local Place Plan Event

The meeting on Sunday went very well with attendance estimated at 20–30. For the benefit of new members, it was explained that the SIC Planning Department has tasked Community Councils with creating a Local Place Plan. This requires community consultation to gather views on what people would like to see happen at different locations within their community. This information will then be collated into a LPP.

If the finished document meets the criteria for a place plan, it is likely to be adopted by the SIC and used to help inform planning decisions for Gulberwick, Quarff and Cunningsburgh. Online maps where comments can be added at specific pinned locations were used, and a short film was commissioned to explain how and why to use the maps. The film can be viewed [here](#).

5. GQ&C Development Group

Mr Clark explained that a development group has been created to help take forward ideas and projects to improve and support the communities covered by the Community Council. A development group may have more flexibility than the CC in applying for funding and progressing projects, and the aim is to have some "spade-ready" proposals for when funding opportunities arise.

The Local Place Plan event provided a valuable way to gather project ideas and will be important when applying for funding, as evidence of community support is required.

Anyone with an interest in, or skills relevant to, developing community projects is welcome to join the group and can contribute as much or as little time as they wish. Several Community Councillors are already members, and the new additions to the CC were all invited to join, with several signing up.

6. PlaceCheck Maps

The online maps for the Local Place Plan event and the ongoing consultation were discussed. Members had varying success with accessing them so the clerk will reshare the links and QR codes again – they are added below.

Members were encouraged to view all the maps as comments for every location were added across each map, meaning that a village's comments are not limited to its own area map.

www.placecheck.info/maps/gulberwick
www.placecheck.info/maps/cunningsburgh
www.placecheck.info/maps/quarff
www.placecheck.info/maps/fladdabister2



Cunningsburgh



Gulberwick



Quarff



Fladdabister

ACTION: Members to view the maps and comments, adding any of their own if desired.

8. FINANCIAL MONITORING REPORT

The clerk spoke through the finances as stated in the minutes of last week's meeting. Details of where funding comes from, how it was allocated across budgets, and how it is distributed was also discussed. Both the grant money from the Shetland Islands Council as well as the Shetland Community Benefit Fund was covered.

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

There was only one grant application for GQC CC funds to consider.

Members all agreed to award the full grant requested:

Quarff Hall – Senior Citizen's Christmas Meal - £250.

That is all of the grant budget allocated for 2025/26.

There were no applications from the SCBF.

ACTION: Clerk to inform applicants and transfer money to bank accounts. Clerk also to share that all grant money has been allocated.

10. AOCB

1. Development Group

It was agreed that a meeting of the group should be organised before Christmas, especially as there is work to do following the LPP event.

It was agreed to hold it on Wednesday 3rd December at 7pm in the Clerk's house.

ACTION: Mr Clark to send out meeting invite. Clerk to send directions to house.

2. Thank-You Presents

Members agreed to purchase a £20 Tesco voucher for the Cunningsburgh School staff as a thank-you for any disruption our meetings may cause. The school allows us to use a classroom free of charge, and members expressed their appreciation.

It was also agreed that thank-you vouchers should be purchased for the actors who volunteered their time for the Local Place Plan film. Many experienced multiple cancellations and rescheduling due to weather, so they were inconvenienced more than expected. Members agreed to purchase £10 toy shop vouchers for the two families who took their bairns along to be filmed, and £10 coffee shop vouchers for each of the adult actors.

ACTION: Clerk to purchase and distribute vouchers.

11. DATE OF NEXT MEETING

The next meeting is on Tuesday 6th January 2026.

Mr Semple will be away so sends his apologies in advance for the next meeting.

Meeting Ends – 19:45

CHAIR

12. 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