

Scalloway Community Council Meeting Minutes

Date: Monday 21st September 2026 7pm

Location: Top Floor Kirk Business Centre, in person and via Teams

Chair: Lawson Bisset

Clerk: Joanna Breeze

Welcome and Apologies

The Chair opened the meeting and welcomed attendees. Apologies were received from Michael Duncan and Catherine Hughson.

Attendees:

Lawson Bisset (Chair),
Mark Burgess (Vice-Chair)
Joanna Breeze (Clerk),
Marie Williamson (member),
Zara Pennington, (member),
Andrew Blackadder (member),
Davie Sandison (Cllr),
Moraig Lyall (Cllr),
Ian Scott (Cllr),

Declaration of Interest

Interests in SCDC were declared at the start of the meeting by; Joanna Breeze, Mark Burgess and David Sandison. During the FOI proposal, Lawson Bisset declared an interest because he was carrying out work for the Shetland Amenity Trust. He stated that he would not vote.

Minutes of Previous Meeting

The minutes of 15 June 2026 were considered. Members reviewed outstanding actions, including arrangements for a public meeting about the pool, meeting updates and Mark Burgess's attendance at the ASCC meeting on 2 July. Other actions were covered by the agenda. The approval of the previous minutes was proposed by Mark Burgess and seconded by Marie Williamson.

Matters Arising from Previous Meeting

No separate matters arising were recorded beyond items dealt with elsewhere on the agenda.

Scalloway Pool Closure

The Scalloway Pool Action Group asked the Community Council to respond to correspondence with David Thompson and to the outcome of Maggie Sandisons's notice of motion. Members discussed whether the requested options for the pool had been presented

and concerns arising from Freedom of Information correspondence. The Community Council agreed to record its disappointment formally, while distinguishing its own position from that of the Action Group.

Members agreed that a formal record of the Council's concerns was worthwhile even if it did not alter the outcome. The existing report is to be checked for the options considered and the reasons for their rejection.

The longer-term viability of any future pool solution was discussed. Members noted that significant capital expenditure would require a sustainable operating model beyond short-term funding. The recent volunteer arrangement was also discussed; further volunteers are being sought, but insurance and liability requirements would remain.

Action: *Chair to prepare a formal response concerning the pool closure, the notice of motion and the FOI correspondence, checking the published report for options considered and reasons for rejection. Recruitment of additional pool volunteers to continue.*

Scalloway Community Development Company (SCDC) – project update

a) Caravan Park

Running smoothly changes to the operations now using external cleaners and a volunteer warden rota is working well. The caravan park–Scalloway path was discussed under Active Travel.

b) Community Transport

A draft final transport report had been received and was nearing completion. The contractual position and remaining gaps were clearer, although further public procurement work may be required to identify solutions involving associations or specific community groups. The Transport Department had expressed an interest in receiving the report.

Action: *Joanna to circulate the transport report once the outstanding work is completed.*

c) Active Travel

No progress was reported. Recent staff recruitment has been successful and staff now in post.

Action: *Davie to seek an update on the active travel projects.*

d) Waterfront

The project was described as being at a critical stage, with engineers finalising their design plans. A community engagement plan is required before completion, and SCDC would bring the completed plans to the community council for review/input. Completion was expected by November, after which client applications, tendering and the next-phase approach could be considered. Potential funding of approximately £15 million was discussed.

Action: SCDC to progress community engagement and consider inviting a project representative to a future meeting.

e) District Heating

Potential energy-centre locations were discussed, including the Scottish Sea Farm factory and other existing facilities with suitable floors and electricity supply. Potential energy sources included wind-farm electricity and waste heat. The commercial case and operating model remain unresolved; options include self-operation, contracted operation or full outsourcing. The preferred design is to be discussed with Shetland Heat Energy and Power. This project due to be complete end of November.

Action: SCDC to continue review of energy-centre options and operating model and share with community council once final report is complete.

f) Business Hub

A funding decision is expected on 12 October in relation to the purchase of premises. Approval would allow immediate action, potentially including a new tenant for the adjacent unit.

g) Heritage Project

The National Lottery Fund bid for production and installation of heritage boards was back on track and targeted for submission by the end of the month. The draft bid had been prepared, with outstanding quotations still to be confirmed. Museum and volunteer contribution arrangements had been agreed. The preferred contractor required final size details, and a programme/risk update from John McKenzie remained outstanding.

h) Statkraft

The position on community benefit remained unresolved, particularly whether it should involve two or three parties. Lerwick's position was understood to favour a central Shetland pot, while local parties favoured benefit being directed to affected communities.

Advice from Community Energy Scotland was noted that substations and related infrastructure fall under a separate SSEN mechanism. Members discussed aligning the Community Council's position with Tingwall, Whiteness and Weisdale. There was support in principle for local control while retaining some funding for strategic Shetland-wide projects; percentages were not agreed, 80/20 model was suggested.

Action: David, Lawson, Andrew Archer and other members to coordinate engagement, including with Jim Anderson and Lerwick, before the liaison group meeting on 7 October. Andrew Archer to confirm the community-benefit position.

ASCC – External Meetings Update

Mark Burgess introduced a proposal to seek an Islands Community Impact Assessment of the effects of energy developments in Shetland, in the context of NPF4 and the Islands (Scotland) Act 2018. Issues raised included damage to cars due the excessive roads works, such as chipped windscreens, housing availability and costs, transport and ferry capacity, cumulative development, landscape impacts and fuel poverty. These were points made in discussion, not independently verified findings of the Community Council.

Members agreed in principle to take the proposal to ASCC, subject to further editing and review, potentially for the November ASCC meeting. The discussion emphasised the need for a clear evidence base, including housing and transport impacts. The Chair confirmed that the motion was carried.

Moraig was checking whether ASCC could present proposals directly to Shetland Islands Council or would need to use a deputation route. A separate councillor motion was discussed as an alternative. The next ASCC meeting was also expected to consider the distribution of community-benefit funds.

A separate proposal to seek removal of the Freedom of Information (Scotland) Act exemption applying to major Shetland charitable trusts was considered and carried. The trusts named in discussion included Shetland Charitable Trust, Shetland Recreational Trust, Shetland Amenity Trust and Shetland Arts Development Agency. Members discussed the need for access to information and the possible administrative costs of FOI compliance. Lawson Bisset declared an interest in connection with work for the Amenity Trust and did not vote.

Actions: *Mark Burgess and Moriag to coordinate review of the impact-assessment paper, with Andrew Archer and other contributors as appropriate. Mark to prepare the FOI proposal for ASCC.*

Roads Report

The Clerk advised that roads information is circulated to members and invited any comments. No specific road issue or additional action was raised.

Police Report

The Clerk reported that no recent Police Report had been received. Any report received will be circulated.

Finance

a) Community Benefit Fund

The Clerk had attended training/a meeting about the fund and expected to confirm the current allocation shortly. An annual amount of approximately £6,700 was discussed, with £279 understood to remain unspent from the previous year. The final current-year balance was not yet confirmed.

Action: Clerk to confirm the Community Benefit Fund allocation.

b) Special Projects

A restricted fund of £1,500 remained for Fisherman's Garden handrails. Mark Burgess reported that Ross Duncan had proposed galvanised metal handrails in place of recycled plastic, to enable quicker completion and provide longevity. Members agreed to proceed with *galvanised metal handrails. The work must be completed before the end of March.*

Action: Mark Burgess to liaise with Ross Duncan and progress the handrail installation before the end of March.

Correspondence

The Clerk reported an enquiry from Isabel Morris about the Remembrance service. The Royal British Legion and Church of Scotland had not yet confirmed the programme. The Clerk will update Isabel Morris once the arrangements are known. Pool correspondence was dealt with under the pool item.

Planning

Planning correspondence had been circulated to members. No specific planning matter was raised.

Community Resilience Plan

The Chair advised that the Community Resilience Plan remained on his list of outstanding work. Possible related training was mentioned, but details were not confirmed.

Action: Chair to progress the plan and establish training arrangements.

Financial Update from Clerk

The Clerk reported an underspend from previous years of approximately £3,542 and current-year grants of £4,000. After the laptop purchase, approximately £7,500 was discussed as available to allocate through to March 2027, separate from the Community Benefit Fund.

A grant application submitted by Cyndi Pottinger for Scalloway Guides was considered. The total project cost was stated as £2,213 and the request as £1,245. Members agreed to award the full amount requested.

The festive gift-token scheme for older residents was discussed. Previous arrangements involved approximately 40 recipients and £25 tokens redeemable at local shops. Members considered updating the recipient list, seeking local-business contributions, identifying an administrator and confirming the appropriate funding source before making a commitment. The Clerk advised that she would be away for part of December. Members agreed to defer the decision to the next meeting. The possibility of asking the school to prepare cards was also raised.

Actions: Clerk to explore local-business contributions; members to establish the recipient list and administrative arrangements; Community Council to decide at the next meeting whether and how to proceed with festive tokens.

Any Other Competent Business

Remembrance arrangements

The Royal British Legion and Church of Scotland had not finalised Remembrance arrangements. Potential ceremonies included Tingwall, Scalloway Church of Scotland and the Shetland Bus Memorial. The Clerk had received an enquiry from Isabel Morris. Details and times are to be confirmed before anyone is advised of the programme.

Action: Clerk to confirm arrangements and update Isabel Morris.

Scalloway Local Place Plan V2

The consultation on Scalloway Local Place Plan V2 closes on 6 October. The draft and survey are available through scalloway.net. Members were asked to read the plan and encourage responses. The Clerk confirmed it had been circulated to Tingwall, Whiteness and Weisdale and Burra and Trondra Community Councils; she agreed to send it to Lerwick Community Council for information and retain the email as evidence of consultation.

Action: Clerk to circulate the Local Place Plan to Lerwick Community Council and retain a copy of the correspondence.

Date of the next meeting

The next meeting was confirmed for Monday 19 October 2026. An attendance check is to be circulated beforehand. Members noted that no ordinary December meeting is planned; a December date has previously been used for distribution of festive cards and tokens.

Action: Clerk to check attendance before the next meeting.