

DUNROSSNESS COMMUNITY COUNCIL

Chairman

Sherri Malcolmson
Sula, North Exnaboe
Virkie
Shetland ZE3 9JS
Tel: 01950 460847

Clerk

Shirley Leslie
Ringesta
Quendale
Shetland ZE2 9JD
Tel: 01950 460922

E-mail: clerk@dunrossnesscc.shetland.co.uk

Minute of ZOOM Meeting of **Dunrossness Community Council** held on Monday 29th March 2021.

PRESENT

Mr H Harrop	Mrs A Brown	Mr G Waddell	Mrs S Waddell
Mrs F Mitchell	Cllr R McGregor (ex officio)	Cllr A Duncan (ex officio)	
Cllr G Smith (ex officio)	Michael Duncan (SIC)		

APOLOGIES

Mrs S Malcolmson	Mr J Robertson	Ms H Moncrieff	Mr A Sinclair
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ABSENT

Mrs C Irvine	Ana Arnett (SIC)
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IN ATTENDANCE:

Ms S Leslie (Clerk)

Mr Harrop, Vice Chair, Chaired the meeting

20/74 DECLARATIONS OF INTEREST

Cllr McGregor declared an interest in any Planning items.

20/75 MINUTE

The Minute of the meeting held on 22nd February 2021 was adopted on the motion of Mrs Brown.

20/76

20/76 POLICE REPORT

There was no Police Report available. Cllr Duncan volunteered to enquire about the reinstatement of monthly reports.

20/77 MATTERS ARISING**1) Road Matters:**

a) Hardbrakes Housing Estate Road: Grant Gilfillan, SIC, reported that he had contacted one of the other main property owners for the housing scheme who had suggested that some of the damage to the road is a direct result of the heavy traffic used during the SIC's recent property refurbishment works. Discussions had been held with the Contract Administrator for the refurbishment and it had been agreed that this was likely the case. An inspection will now be carried out to provide details of the repairs required, a quotation obtained and repairs carried out by SIC Housing. If additional repairs are required to any parts of the road not used during the refurbishment works, these will have to be agreed with the other property owners.

b) Road Signs to Airport: Nothing new to report.

c) Drainage at Ringesta, Quendale: Barrie Scobie, SIC Roads, reported that *"we aren't sure what is in there, but we intend to go in next week with an excavator to see whether it's pipes or a soakaway"* and either way they will get the drain cleared and do what is necessary to alleviate the problem. The Clerk reported that the landowner had informed her that he had not been approached to date regarding the Roads Departments plans.

d) Toab Streetlights: It was noted that Streetlighting upgrading works are ongoing at Toab.

2) Air Traffic Control: Cllr Duncan reported that he had listened to a programme on BBC Radio Alba which had discussed HIAL's proposed centralisation of Air Traffic Control and it was quite clear, in his opinion, that HIAL intend to proceed with this project irrespective of what Community Council's or the communities affected want and that they have already spent in the region of £5 million on the building they plan to use. Mr Robertson enquired if the Sumburgh Airport Consultative Committee have discussed this matter. Cllr Duncan confirmed that they have not as there have been no SACC meetings since the start of the pandemic.

3) Proposed Kirk Yard Bench: Mr Harrop will liaise with Alan Adamson regarding this project.

20/77 MATTERS ARISING (Continued)

4) Defibrillators: There was nothing new to report.

20/78 FINANCE AND GRANT APPLICATIONS

1) ALICE Theatre Project CIC – To commission professional playwright and theatre director Grace Barnes to develop writing skills with new playwrights through a series of Zoom workshops. These sessions will result in a collaborative performance piece which will explore the community memory of the Braer disaster: Following the Community Council's offer of £500 towards this project once the group can confirm details of how the remaining balance for the project will be funded, the applicant had been back in contact to thank the Community Council for their support and to report that, after discussions, the writers have unanimously agreed to pay fees to cover the additional funds required at this stage. It was therefore agreed that the Clerk can release the agreed £500. The Clerk also reported that Miss Moncrieff had suggested via email that the Theatre Project might approach SOTEAG as a possible source of additional funding as they occasionally have funds available for education.

2) Shetland Community Benefit Fund (SCBF) Advance Grant Scheme: SCBF had forwarded revised 'Memorandum of Understanding' and 'Data Sharing' Agreements for the Community Council to consider and sign. Having read the documents, concerns were raised regarding the following 3 points under 'Community Council Obligations' and 'Protection of Personal Data'.

4.1 Dunrossness Community Council agrees to act as a Data Processor on behalf of SCBF and will process and store the Service Data securely and in compliance with GDPR regulations.

7.2 Dunrossness Community Council and SCBF agree to ensure that their staff, councillors and volunteers who administer the Service Data outlined by this agreement, are adequately trained in GDPR regulations and the secure storage of data.

7.5 Dunrossness Community Council is legally responsible and liable for the safe processing and security of the Service Data under its possession and control.

20/78 FINANCE AND GRANT APPLICATIONS (Continued)**2) Shetland Community Benefit Fund (SCBF) Advance Grant Scheme (continued):**

The concerns raised were:

- when SCBF refers to 'Dunrossness Community Council' do they mean all of its members?
- is the Community Council adequately covered with regard to GDPR regulations?
- would all members of the Community Council be expected to undertake GDPR training?
- some of the members and the Clerk are not comfortable with being 'legally responsible and liable' for the safe processing and security of Service Data. Is this point actually necessary if the Community Council is agreeing to points 4.1 and 7.2?

Michael Duncan, SIC, had discussed the Community Council's concerns with Anne Coggle, SIC Legal & Admin, and they had agreed that the SIC are comfortable that Community Councils are handling/processing data appropriately. The SIC offered GDPR training to Clerks in 2018 and Mr Duncan stated that the SIC would be willing to offer refresher training if required. Mrs Brown stated that she believed it is SCBF's intention to send as little 'personal' information to Community Council's when sending a grant application for consideration. Following further discussions, it was agreed the Clerk would contact SCBF for clarification on the concerns raised.

3. Community Council Core Funding: Michael Duncan, SIC External Funding Officer had confirmed by email that the Community Council's Core Funding budget for 2021/2022 remains unchanged from last year at £9546. The Clerk will send the necessary email to draw down this funding.

4. Community Development Fund Grant Scheme: A budget of £71,000 has been approved by the SIC for the CDF scheme. The first bidding round closes on 30th April 2021. The Clerk reported that, as in previous years, she will be applying for the maximum £3000 Distribution Fund Grant. Once again, there is also a £1000 Project Grant available should the Community Council wish to apply. The Clerk asked the members to give some thought to this and let her know of any possible projects which came to mind.

20/79 FEEDBACK FROM EXTERNAL MEETINGS

1. Association of Community Council's Meeting: A meeting of the ASCC had been held remotely via Teams on 9th March and Michael Duncan, SIC, had forwarded a brief summary (as below) of the meeting prior to the preparation of the Minutes.

Community Council By-Election: *The dates have been published on the SIC website. Community Councils should promote these dates and encourage new candidates to come forward at the By-election. It is expected that some publicity will be done nearer to the deadlines.*

Community Council Constitution: *The ASCC agreed proposed changes to the Community Council template constitution. Anne Cogle will write to all Community Councils in due course to seek formal agreement of the changes. Following this process, a report will be presented to Shetland Islands Council to approve and finalise the constitution.*

Questions for SIC Roads Service: *The ASCC will be inviting officials from SIC Roads Service to attend and present at its meeting on 8 June 2021. All Community Councils are invited to submit questions to the Roads Service which can be addressed in its presentation to the ASCC. Questions must be made no later than 10 May.*

Community Council Grant Form: *The ASCC approved a new Community Council Grant Form. To comply with Data Protection requirements and ensure standard practise across Shetland, it is recommended that all Community Councils use this new grant form and procedure from week commencing 1 April.*

20/80 FAIR ISLE

Mrs Mitchell reported that work is ongoing to have a Community Nurse based in Fair Isle once more. Meetings have been held between the Fair Isle community and NHS Shetland and various possible scenarios are being considered. Edna Mary Watson, NHS Shetland, is expected to report back to the Fair Isle community on the matter soon. Mrs Mitchell reported that the Community Nurse situation features in the Locality Plan and pretty much everything else focuses on the Bird Observatory. Cllr Duncan enquired how things were progressing with regards to the new Bird Observatory. Mrs Mitchell reported that the estimated costs for the rebuild were significantly different from the quotes received and therefore the design is now being rethought. On other matters, Mrs Mitchell reported that refurbishment works on 2 of the turbines for the Isle's new electricity system have been completed and works on the 3rd are ongoing.

20/81 PROPOSED AMENDMENTS TO COMMUNITY COUNCIL CONSTITUTION

The following proposed changes to the Community Council Constitution were considered at the ASCC meeting on 9 March and will be presented to the Council on 16 June 2021 for approval.

Remote Meetings

Proposed changes to sections 6.8 and 7.2 and a new section 8 have been made to the Constitution [Appendix 1]. These changes will allow for any meeting to be held entirely remotely, or as a 'hybrid' meeting, with some members present in person in the same place, and others attending remotely.

Local Election rules/membership

Changes are proposed to reduce the voting and membership age to 16, in keeping with the franchise for Local Government elections. It is proposed that the Local Election Rules have the following paragraph added:

"All persons who are resident in the Community Council boundary area, are 16 years of age or over, and whose names appear on electoral Register for the same Community Council boundary area, and who are not otherwise disqualified from standing for election for local government, shall be entitled to vote, or be a candidate, in Community Council elections." Consequently, a change to section 4.2 of the Constitution is proposed, changing eligibility for membership of the Community Council from 18 to 16.

A further proposal is to change the name of "Additional Co-opted" member to "Associate" member. It is suggested that this will avoid some of the confusion that can arise with the role of members co-opted to fill a vacancy in an elected member position. The role of Associate member will remain the same, having no voting rights or any restrictions on eligibility.

Control of finance

Sections 9.3 and 9.4 of the Constitution attached, proposes a change to remove the requirement for an "audit" of accounts, to accounts being "independently checked and certified".

The members unanimously agreed to the above proposed changes.

20/82 CORRESPONDENCE

- 1) **VisitScotland Email ref proposed easing of Covid restrictions:** Steve Mathieson of VisitScotland had emailed seeking the Community Council's views on a couple of questions regarding tourism/receiving visitors to Shetland again. The members agreed they could not provide an accurate community based opinion in this case and would therefore not be providing a response.
- 2) **Outdoor Access:** Kevin Serginson, SIC Outdoor Access Officer, had provided the below links to a short video promoting responsible access with the lambing and nesting seasons approaching:
<https://youtu.be/9MF9IYM-Mds>
<https://twitter.com/ShetIslandsCll/status/1370342356642365440>
- 3) **Passing Place Parking:** An email had been received from a member of the public regarding the issue of a numbers of drivers parking in passing places on single track roads at various times of the year and causing obstructions. The writer enquired if it would be a possibility for the SIC to place 'No Parking' signs on the existing 'Passing Place' sign poles. Cllr Duncan reported that he had taken this matter on board and had been in touch with the SIC Roads Department who are dealing with the matter.
- 4) **Active Travel Strategy:** Robina Barton, Transport Policy & Projects Officer had provided the following update:
You may be aware that the Shetland Active Travel Strategy was approved by ZetTrans on 4th March.

This document provides a framework to support decision making around active travel developments, and a basis on which to secure funding.

As you are aware, route proposals from Community Councils across Shetland were a key driver for the strategy development.

- *The list of proposed routes is under consideration by SIC Roads to identify what might be considered 'quick wins' – interventions that immediately fit with the strategy and can be fairly easily realised.*
- *In addition to quick wins, the strategy recommends that settlement audits be carried out to help identify appropriate development in areas where things are less straightforward, and to identify opportunities to build on / enhance the quick wins. Audits would focus on individual settlement areas e.g. Voe, Cunningsburgh, Sandwick, Gulberwick, Hillswick, Burra, Quarff, Bressay, Aith, Baltasound, Symbister, Scalloway/Trondra, Brae – this list is not exhaustive, just to provide an idea of scale.*

20/82 CORRESPONDENCE**4) Active Travel Strategy (continued):**

- *A third area of immediate focus is the potential for developing cycling opportunities across Shetland. A number of organisations, including several Local Development Groups have expressed interest in acquiring/providing access to pool bikes for hire, and it would be helpful to see if these aims and aspirations can be joined up.*

We are currently in discussion with Sustrans around the potential for some core funding to support this work in the new financial year and identifying other sources of funding that may be available.

In other news, an update on the Spaces for People project, funded by Sustrans will be going to ZetTrans later this month. This fund is aimed at supporting public health by embedding positive behaviour change resulting from the Covid-19 pandemic, in terms of increased active travel and social distancing. Of the numerous proposals, work is now underway in two key areas:

- *Speed limit reductions are to be trialled through Tresta and between Lerwick, Gulberwick and Scalloway junction. AI cameras will be purchased to monitor traffic flows prior to and during the speed limit reductions to gauge impact and inform further conversations around speed limits in communities across Shetland. The cameras will be available for future monitoring work in other areas.*
- *Sheltered outdoor seating in Harrison Square, Lerwick to increase capacity for cafes/restaurants to function whilst maintaining social distancing.*

- 5) Bigton Collective Update:** Alice Ritch reported that the groups funding bid for the feasibility study for the purchase of the Bigton Kirk was successful and the steering group had had their first meeting with Douglas Westwater from Community Enterprise (the consultants they have selected). A basic website has been set up (www.bigtoncollective.org) and people are being encouraged to join the mailing list. Some of the group's members are planning to be on Zoom between 7:30 and 8:00 on Monday evenings for the next few months so that there is a regular, open space if people want to get involved or have any ideas or opinions on the proposed project. A link will be emailed to everyone on the mailing list.

20/82 CORRESPONDENCE (Continued)

- 6) Hjaltland Housing Association Allocation Policy:** Ian Bray, Head of Housing & Customer Services at Hjaltland Housing had emailed seeking the views of Community Councillors on a number of proposed amendments to their Allocation Policy. He continued by saying *'The proposed changes aim to support local communities and provide an opportunity for a greater number of constituents to be eligible within our existing stock profile. We hope the changes to support single applicants and couples will assist local communities in rural areas. Furthermore, giving a small level of priority to those currently working and living in the area will enhance sustainable tenancies, and therefore create sustainable communities.'*

The other changes are designed to offer support and protection to individuals within our communities who may be at significant risk within their existing accommodation, such as those experiencing domestic abuse or harassment. As a member of the Shetland Domestic Abuse Partnership, we are committed to supporting victims/survivors of domestic abuse and wish to reflect this in our Allocation Policy.

The consultation is open until 9th April 2021.

- 7) Email ref. redundant Phone Boxes:** A member of the public had highlighted the current opportunity available to 'adopt' a redundant phone box from BT for £1. Since 2008 a total of 482 phone boxes in the UK have been adopted and transformed into everything from defibrillator units to mini history museums and book exchanges. Communities can adopt a kiosk if they are a recognised public body, such as a community council or town council. Boxes can also be adopted by registered charities or by individuals who have a payphone on their own land. BT will continue to provide electricity, if already in place, to power the light for adopted phone boxes, free of charge. Mrs Mitchell reported that there was a possibility the Fair Isle one might be adopted.
- 8) Email ref. Bridge, Ireland Beach:** Ana Arnett, SIC Community Involvement & Development Officer had received an email from a couple of Bigton residents regarding possible sources of funding to repair the bridge which crosses the burn beside the Ireland beach. Mr Harrop offered to discuss the matter with Kevin Serginson, SIC Outdoor Access Officer, to see if he had any suggestions in the first instance.

20/83 ANY OTHER BUSINESS

- 1) **Scrap Cars:** Mrs Mitchell enquired if Shetland Amenity Trust are currently uplifting scrap cars as she was aware of 3 from Fair Isle awaiting collection at Grutness. Michael Duncan reported that he believed they are currently helping Skerries dispose of some scrap vehicles. Cllr Duncan volunteered to make enquiries.

20/84 PLANNING APPLICATIONS AND PLANNING MATTERS

- 1) **Update from Planning Service Development Management Team:** The temporary suspension of the free Planning Duty Officer and Pre-Application Enquiry services which began on 22nd February has been extended until 26th April.

There being no other business the meeting closed at 8:35 pm.

Chair

**THE NEXT REGULAR MEETING OF DUNROSSNESS COMMUNITY COUNCIL
WILL BE HELD ON 26th APRIL 2021.**