



CROMARTY AND DISTRICT COMMUNITY COUNCIL

**Minutes of meeting held on Monday 25th January 2016
in the Hugh Miller Institute**

MINUTES
APPROVED
29.2.2016

Present

Community Councillors: Jacquie Ross (JR) Chair, Gabriele Pearson (GP) Secretary, Estelle Quick (EQ) Treasurer, Diane Brawn (DB), Rosemarie Hogg (RH), Kenneth MacFarlane (KM), Alan McDonald (AM)

Youth Representative: Sativa Alexander (SA)

Highland Councillors: Cllr Craig Fraser (CF)

Police Scotland:

Member(s) of the public: Nigel Shapcott, Tony Vandyke (TV) Representing the Harbour Trust, Brendan Nolan

Community Council Minute Secretary: Gillian McNaught

1	<p><u>Chairman's Welcome</u> JR welcomed everyone to the meeting.</p>	
1.1	<p><u>Apologies:</u> Cllr David Alston (DA), PC Calum Reid (CR), Police Scotland.</p>	
2	<p><u>Approval of previous Minutes 30th November 2015</u> Approved by RH and seconded by KM.</p>	
3	<p><u>Declaration of Interests</u> KM & JR declared interest in Harbour Trust issues (item 6) as Harbour users.</p>	
4	<p><u>Youth Issues</u></p>	
4.1	<p>SA had complaints about roads not gritted. The Cromarty Tractor, which is a pavement gritter can't currently be used by the volunteers until Public Liability insurance is in place. A notice has been put on Cromarty Live to inform residents of this. It was also noted that residents should be aware the Tractor is unable to grit pavements when cars are parked on them.</p>	
4.2	<p>SA had been in contact with Mrs Shepherd at Cromarty Primary with regard to zebra crossings and other suggestions for safe routes to school and nursery. SA has seen the school Travel Plan, which is very comprehensive and maps routes and potential hazards. SA will meet again with Mrs Shepherd to progress these ideas.</p>	SA
(cont)		

4.3 (cont)	<p>GP brought a proposal from PC Reid for the Police to visit the Youth Cafe to chat and meet the younger residents. SA will ask Wanda and report back.</p> <p>JR thanked SA for her report.</p>	SA
5	<p><u>Cromarty Care Project</u></p> <p>Nigel Shapcott confirmed the Emergency Plan familiarisation meeting proposed for 4th February has been postponed because full access to the Victoria Hall was not available. Planning permission has been granted for the storage shed which is scheduled to be delivered the week commencing 15th February and assembled the following weekend. Additional volunteers for this task would be welcome.</p> <p>NS was thanked for this update.</p>	
6	<p><u>Harbour Trust</u></p> <ul style="list-style-type: none"> • TV informed members that new season applications for berths in the Marina are now due. • The Harbour Revision order is ongoing and will change the way Trustees are appointed to six elected Trustees by public process. (Minutes 30.11.2015, item 5). The current Trustees have discharged some duties to a Harbour Management Group in the interim. KM had concerns that members of the previous Harbour Working Group and wider public had not been kept informed of these changes. TV will meet with KM and assured members there would be a public consultation process regarding the future of the Harbour. It was suggested by JR that in addition, a meeting with harbour <i>users</i> would be useful to this process. This was agreed. • A harbour dredge is due, the last one being 5-6 years ago. • The berth on Admiralty Pier is in a poor state of repair and engineers are looking at possible solutions for improvement. A formal proposal has been put to HC and others have been approached for funding. • A recent 3 week power outage at the Harbour posed a safety issue with the navigation light out of commission and highlighted the poor state of the electric system. Work is in hand to approach SSE who have potential funds available to make this safe. • The wave attenuated device is currently on the dock as the Trust are looking at safer alternatives. <p>JR thanked TV for his input.</p>	

7	<p><u>Cromarty Firth Port Authority Ship to Ship Oil Transfer</u></p> <p>JR said the C&DCC had been working hard to research and seek advice on the CFPA proposal. This included an informal meeting of C&DCC members and local expertise on Monday 11th January. There followed a private meeting at 6pm on Monday 25th January for the C&DCC to meet with the following representatives; Torquil Macleod (Harbour Master CFPA), James Cusiter (CFPA), Chris Mooij (Intertek) & Emma Langly (Intertek). Information from both meetings will be fed back to residents at the Urgent Public Meeting on Wednesday 27th January in the West Church Hall.</p> <p>It was agreed that the role of the C&DCC at the upcoming Public Meeting is to ascertain the views of the community and to feed back in accordance with the consultation process. JR will work on a voting form or similar in order to gauge views. EQ will take notes to record the meeting.</p>	JR EQ
8	<p><u>Police Report</u></p> <p>GP circulated prior to the meeting (Appendix A). There has been police presence in the town recently and vehicle speeds on the Denny are still being checked. PC Reid is keen to work with the C&DCC and welcomes feedback.</p>	
9	<p><u>Matters Arising</u></p> <p>9.1 (7.1 Safe Crossing for Children). SA continuing to progress and will report back. Discharged.</p> <p>9.2 (7.5 Liaise on Links Bus Stop issues & report back). Ongoing.</p> <p>9.3 (7.6 Report overgrown steps from Braehead). Discharged.</p> <p>9.4 (7.7 Contact HC to inform contractors about protection of Links). Ongoing.</p> <p>9.5 (7.9 Follow up quote for defibrillator cabinets) . EQ will follow up with Vivienne Plampton. Ongoing.</p> <p>9.6 (7.11 Follow up with Cromarty Medical practise ref: defibrillators). No funding available. Discharged.</p> <p>9.7 (7.12 Quote from Calum Mackay about basketball hoop repair). Ongoing.</p> <p>9.8 (7.13 Report damaged bus timetable and noticeboard). Ongoing.</p> <p>(cont)</p>	DB CF EQ EQ EQ CF

(cont)		
9.9	(7.14 Follow up reporting of damage on Farness Road verges). GP reported this in not a priority for HC). Discharged.	
9.10	(7.15 Update on replacement Hospital Road sign). Ongoing.	DA
9.11	(7.19 Follow up on action points contained in his report). CF is reviewing this list and will meet with HC officials to progress. Will report back when appropriate. Discharged.	
9.12	(7.21 Report back on Bank Street lorry access/damage issue). Not heard further on this but CF suggests a Traffic Management Plan for Cromarty should be discussed with HC. Ongoing.	CF
9.13	(7.22 Victoria Hall Bookings changeover etc). Information contained in the Victoria Hall Report (Appendix B). Discharged.	
9.14	(7.30 Energy Efficient Street lighting). Complaints received about the brightness of new LED lights. CF will contact HC. Ongoing.	CF
9.15	(11 Apply for funding from Ward Budget for new Emergency storage shed Planning Application Fee). Done. Discharged.	
9.16	(13 Progress consultation/survey on Links and other matters). JR and GP met and drew up a list of questions to put to residents that will help the C&DCC plan for the next 4 years. Members to email GP with any further thoughts. Aim for end of February to firm up. Ongoing.	JR, GP & All
9.17	(15 Follow up suggestion of Ice warning signs at Glenurquhart). Ongoing.	DA
9.18	(16.5 Comments on HC Consultation to Gabriele). Discharged.	
10	<u>Gaelic Chapel</u>	
	No update this month.	

11	<p><u>Community Councillor's portfolios - review/update</u></p>	
11.1	<p>Gabriele Pearson</p> <ul style="list-style-type: none"> The LEADER programme is looking for volunteers to join a new local partnership, deadline for applications 31 January 2016. All 8 Black Isle CCs have been contacted and asked to contribute £150 each towards a Black Isle Walks leaflet. This request was rejected due to lack of funds and the fact that Cromarty has its own leaflet. 	
11.2	<p>Rosemarie Hogg</p> <ul style="list-style-type: none"> Cromarty Tractor - RH reported that the HC did not have Public Liability insurance in place for volunteers using the Tractor. Volunteers were thanked for their efforts to date and bringing this to HC's attention. This is now in the hands of HC and the Tractor cannot be used meantime. Due to the difficulty of getting red diesel for the Tractor, RH requested it be sourced from the tank at the Harbour, with the Harbour Trust invoicing C&DCC. This was agreed in principal by TV. 	
11.3	<p>Estelle Quick</p> <ul style="list-style-type: none"> Dog poo campaign - EQ has put out a request that people using the free HC bags to join the dog poo bin rota. She has put up posters highlighting dog mess on pavements and gathered names of new dog owners to join the rota. The Gala - plans are well under way for a full week of events in July, starting with a Regatta and concluding with a Gala dance. 	
11.4	<p>Jacquie Ross</p> <ul style="list-style-type: none"> Cromarty Ferry -The tender has not yet gone out and concern was expressed that the estimated length of tender process would have a knock on effect on start of the season. JR will report back. 	JR
12	<p><u>Victoria Hall Report</u></p> <p>Alan Plampton, (VHMC) circulated the Victoria Hall report prior to the meeting along with the Victoria Hall Emergency Resilience Project Budget and Timeline. (Appendix B & C).</p>	
13	<p><u>Treasurer's Report</u></p> <p>EQ circulated her report prior to the meeting and presented it to Members. (Appendix D).</p>	

14	<p><u>Highland Councillors' Reports</u></p> <p><u>Craig Fraser</u></p> <ul style="list-style-type: none"> • Road Repairs at Shoremills - This has been an example of how repairs should be done and CF has thanked the Road Officials in the local press for the excellent job. • In the new financial year, road repairs will take place on the Denny Road. • CF will be meeting with HC officials to progress the maintenance list he has compiled. 	
15	<p><u>The Links</u></p> <p>RH expressed concerns that closure of the links to all vehicles impacted considerably on parking for buses, motorhomes, locals and visitors and on access to the beach for the elderly and infirm. JR had also received complaints locally. KM reported that on a recent visit to Cromarty, Katie Forbes (SNP candidate for this constituency) found that the links closure was mentioned by many businesses and was adversely affecting their trade.</p> <p>After discussion it was agreed that JR would make sure this was on the proposed C&DCC Survey and gather together a volunteer working party, made up of residents and C&DCC to progress. CF will make contact again with John Nightingale.</p>	JR & CF
16	<p><u>Cromarty Ferry</u></p> <p>Update under item 9.</p>	
17	<p><u>Correspondence</u></p> <ul style="list-style-type: none"> 17.1 • A letter had been received from the Fourways Club that on 31st January the heating was inadequate in the Victoria Hall and so had to finish early. EQ will pass on to Alan Plampton. 17.2 • An email from Ross & Cromarty Citizens Advice Volunteer Co-ordinator, George Carson, looking at extending services to include Cromarty. GP will invite him to next C&DCC meeting. 17.3 • Complaints about the Road surface at Farness passed on to DA and CF. 17.4 • Letter received from John Finnie MSP voicing concerns about the CFPA Ship to Ship Oil transfers. He has started a petition calling on CFPA to withdraw their licence application. 	EQ GP

18	<u>AOB</u>	
18.1	Cromarty Live The CL website is the official website for the C&DCC. C&DCC news and minutes as well as other important local information is posted regularly by volunteer administrator, Kristina Dupar. It was agreed the software was in need of updating so JR will contact Plexus and GP will liaise with Kristina.	JR & GP
18.2	Participation of the public at C&DCC meetings. Following correspondence with a resident, it was thought helpful to have a reminder in accordance with the C&DCC Constitution. C&DCC meetings are open to the public and all are welcome. General protocol for meetings is that members of the public may be invited to address the Council on a specific subject or a request is made in advance through the Chair to present in person an item for discussion. Any other points brought for discussion by members of the public not notified in advance would generally be dealt with under AOB. The C&DCC constitution states: 12. <i>Public Participation in the Work of the Community Council</i> 12.1 <i>a) All meetings of the COMMUNITY COUNCIL and its committees (subject to 11.1 (h), above) shall be open to members of the public. Every effort should be made to ensure proper accessible provision for the accommodation of members of the public.</i> <i>b) The opportunity should be afforded at each meeting to permit members of the public to address the COMMUNITY COUNCIL, under the guidance of the Chairperson.</i>	
17	<u>Planning</u> GP circulated the Planning Report prior to the meeting. (Appendix E).	
18	<u>Date of Next Meeting</u> Monday 29th February @ 7.30pm Hugh Miller Institute, Church Street, Cromarty NB The scheduled meeting on the last Monday of March falls on Easter Monday. Therefor the meeting that month will be moved to <u>Monday 21st March 2016.</u>	
	JR thanked everyone for attending and for their input. The meeting concluded at 9.20pm.	

Summary of Action Points

Reference	To whom allocated	Notes
4.2	Sativa	Continue progress on travel plan
4.3	Sativa	Ask Wanda about Police visit to Youth Cafe
7	Jacque	Work on Voting form for Urgent Public Meeting
7	Estelle	Take notes at urgent Public Meeting
9.2	Diane	Liaise on Links Bus Stop issues & report back
9.4	Craig	Contact HC to inform contractors about protection of Links
9.5	Estelle	Follow up with Vivienne quote for defibrillator cabinets
9.7	Estelle	Report back on quote from Calum MacKay ref basket ball hoop repair
9.8	Craig	Report damaged bus timetable and noticeboard
9.10	David	Update on replacement Hospital Road sign
9.12	Craig	Contact HC about Bank Street lorry access/damage issues and possible Traffic Management Plan for Cromarty
9.14	Craig	Address complaints with HC about brightness of new LED lights and revisit suggestion of energy efficiency of street lights
9.16	Jacque, Estelle & All	Email Gabriele with further suggestions for Cromarty survey
9.17	David	Follow up on Ice Warning signs for Glenurquhart
11.4	Jacque	Follow up on Ferry tender process
15	Jacque	Put The Links on the Cromarty Survey and progress suggestion of interim working party
17.1	Estelle	Pass on concerns about heating in the VH to Alan
17.2	Gabriele	Invite Citizens Advice co-ordinator to next C&DCC meeting
18.1	Jacque & Gabriele	Jacque to contact Plexus about updating software for the CL website. Gabriele to keep Kristina informed.

Appendix A
Agenda item 8

I have re-searched the incidents for the Cromarty area since the date of your last meeting and can now report the following

29/11/15 – Male arrested following domestic incident.

03/12/15 – Vandalism to disused building in Cromarty. 2 x Juveniles cautioned and charged.

12/12/15 – Male cautioned and charged with various Road Traffic offences.

15/12/15 – Male arrested for disqualified driving

15/12/15 – Vandalism to a dwelling house in Cromarty. Suspect identified enquiries ongoing

As you will see for a two month period there has not been a high volume of crime in the area especially since the turn of the year. In addition to the above incidents officers have carried out several high visibility patrols in the Cromarty area in order to try and detect / deter crime and engage with the community. During the festive period increased licensed premises checks and foot patrols were carried out as part of OP RESPECT.

As always please report any issues arising from the meeting and I will endeavour to assist.

Sergeant Reid

Appendix B
Agenda item 12

Cromarty & District Community Council Meeting - 25th January 2016

Agenda Item 12 - Victoria Hall Report

1. Continued strong bookings, six weddings booked for 2016! Changeover to Joanna Rose doing the Bookings Administration is going well. It is hoped that Joanna will be able to take over the bookings from 1st February, with invoicing by the Treasurer.

ACTION - Information only, no action required.

2. Licence to Occupy renewal is still ongoing. Final details are being discussed with Greg Youngson of the Highland Council Property Division. It is hoped this will be successfully completed by the end of February in time for renewal on 1st April 2016.

ACTION - Information only, no action required.

3. The planned electrical work is ongoing and the electrician has also started on the work required for the Emergency Resilience Project. This work is being funded by

the approved grants from SSE and the Black Isle Ward Discretionary Fund. This Project is to be totally funded by these grants. Work on the electric back-projection screen is awaiting a site visit by the contractor to confirm the installation details.

ACTION - Information only, no action required.

4. We have been granted Planning Approval for the erection of the new storage unit that is part of the Emergency Resilience Project. Many thanks to Lynne Sproull for her help, which is ongoing as she has offered to submit the planning paperwork, as the construction takes place. This unit will be on the Hall's land facing the oil tank. It will also become the new home for the C&DCC's snow plough, thereby alleviating the Highland Council of having to finance alternative storage in Cromarty. Attached is the current Budget and Timeline for the Emergency Resilience Project at the Hall. This Budget shows that we have a small contingency of about £500. This is comforting as there is always likely to be unexpected and unavoidable costs. It is hoped that by the time of this meeting the Black Isle Ward funding will have been received with the remaining SSE funding dependent on Cromarty's Emergency Action Plan being in place.

ACTION - Information only, no action required.

5. Youth Café Report - An application to the Middleton Trust is being submitted to renew its continuing funding of the Part Time Assistant Youth Worker.

ACTION - Information only, no action required.

Alan Plampton

VHMC

Appendix C
Agenda item 12

CROMARTY VICTORIA HALL EMERGENCY RESILIENCE PROJECT BUDGET and TIMELINE

ACTION	SOURCE	COST	PAID	O/S	STATUS	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
						Jan	Jan	Jan	Jan	Jan	Jan	Jan	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb	Feb
Planning Fee	Highland Council	101.00	101.00	0.00	Complete																																				
Shed Base & Path	Dougie Shepherd	1,125.00	0.00	1,125.00	Ongoing																																				
Electrics (inc Gen)	Jackie Morrison	5,014.80	0.00	5,014.80	Ongoing																																				
Shed (supply)	Autobuild	4,259.18	2,479.47	1,779.71	Ordered																																				
Shed (build)	Volunteers	FREE	FREE	FREE	Confirmed																																				
Range Cooker	???	1,059.00	0.00	1,059.00	???																																				
Diesel	???	100.00	0.00	100.00	???																																				
LPG	???	200.00	0.00	200.00	???																																				
				0.00																																					
		£ 11,858.98	2,580.47	9,278.51																																					
	COMPLETE																																								
	ACTIVE																																								
	PENDING																																								
FUNDING	£																																								
SSE/HYDRO	9,000.00				Confirmed awaiting completed EAP																																				
HC - BI Ward Fund	3,400.00	12,400.00			Confirmed and due to be received																																				
		£ 541.02			Contingency																																				

27/01/2016

Appendix D
Agenda item 13

<u>Finance Report – Cromarty & District Community Council</u>		
<u>Agenda Item No 13 - Treasurer's Report</u>		
<u>Period: 30th November 2015 to 24th January 2016</u>		
<u>General Income</u>		
Reimbursement of tractor insurance - Highland Council	£	413.23
Less:		
<u>General Expenditure</u>		
Secretarial Services - November	£	50.00
Stationery and postage	£	60.03
Increase/Decrease in Accumulated Fund		£303.20
<u>Fund Income</u>		
Tractor Operations Fund - Highland Council	£	200.00
Gala Day Fund - from previous committee	£	60.00
Less:		
<u>Fund Expenditure</u>		
Monday Club Fund - November lunches	£	220.50
Monday Club Fund - December lunches	£	178.50
Emergency Resilience Fund - storage unit plans	£	360.00
Emergency Resilience Fund - storage unit 50% deposit	£	2,129.47
Splash and Dash Fund - annual website fee	£	18.00
Increase/Decrease in Other Funds		-£2,646.47
<u>Net Assets</u>		
Accounts Receivable at 24/01/16	£	22.55
Bank & Cash in hand balances as at 24/01/16	£	6,249.01
Total Net Assets at 29th November 2015	£	6,271.56
<u>Comprising:</u>		
Community Council Accumulated Fund	£	1,602.84
Provision for Guide Book reprinting	£	94.05
Seaplane Plinth Fund	£	48.93
Bonfire Night Fund	£	1,102.86
Splash & Dash Fund	£	721.72
Monday Club Fund	£	632.30
Community Christmas Fund	£	-
Gala Day Fund	£	4,459.33
Emergency Resilience Fund	£	-£2,590.47
Tractor Operations Fund	£	200.00
	£	6,271.56
Estelle Quick 24/01/16		

Appendix E
Agenda item 19

New Planning Applications

16/00030/FUL | Erection of shed (retrospective) | 3 Coastguard George Street Cromarty IV11 8YL-
Awaiting decision

5/04526/FUL | External alterations to house including re-harling and painting | Reay House 7
George Street Cromarty IV11 8YJ- Awaiting decision

15/04496/FUL | Erection of extension, formation of vehicular access, ramps & hardstanding areas |
Wellington House Church Street Cromarty IV11 8XA- Awaiting decision

15/04494/LBC | Internal and external alterations including erection of extension, formation of
vehicular access, ramps & hardstanding areas | Wellington House Church Street Cromarty IV11
8XA- Awaiting decision

15/04452/LBC | Internal and external alterations to house including re-harling and painting of
exterior walls, installation of stove and replacement of chimney copes | Reay House 7 George Street
Cromarty IV11 8YJ- Awaiting decision

Up date on Planning Applications

15/04312/FUL | Erection of storage shed for community uses | Victoria Hall 18 High Street
Cromarty IV11 8YR- Application Permitted

15/04230/PIP | Erection of house and garage (Renewal of Planning Permission 12/03673/PIP) | Plot
2 Canon Street Davidston Cromarty- Application Permitted

15/04231/PIP | Erection of house and garage (Renewal of Planning Permission 12/03672/PIP) | Plot
1 Canon Street Davidston Cromarty- Application Permitted

15/04119/FUL | Erection of house (Amended design to planning permission 07/01103/FULRC) | 8
Sutor Court Cromarty Mains Cromarty IV11 8WW- Application Permitted

15/04081/FUL | Change of use from ground floor shop to residential use | 24 Church Street
Cromarty- Application Permitted

15/03901/FUL | Installation of air source heat pump | Police Station House Bank Street Cromarty
IV11 8UY-Application Permitted

Out of area Planning applications

15/04667/HSC | Installation and operation of a ship refuelling and oil storage facility. | Nigg
Fabrication Yard Nigg Tain IV1 9 1QY - Awaiting decision