



MINUTES
APPROVED
29.9.2014

**Minutes of meeting held on Monday 4 August 2014
in the Hugh Miller Institute**

Community Councillors: Jeremy Price (JP) Chair, Vivienne Plampton (VP) Treasurer, Gabriele Pearson (GP) Secretary, Diane Brawn (DB), Estelle Quick (EQ), Andrew Hulse (AH)

Highland Councillors: Cllr David Alston(DA), Cllr Craig Fraser(CF)

Police Scotland: Not present

One Member of the public present

Community Council Minute Secretary: Gillian McNaught

Item	Details	Action
1	<u>Chairman's Welcome</u> JP welcomed everyone to the meeting	
1.1	<u>Apologies:</u> None	
2	<u>Approval of previous Minutes 30th June</u> Approved by VP and second by EQ.	
2.1	Police Scotland replaces Northern Constabulary, which had previously appeared in the minutes and is now corrected.	GM
3	<u>Youth Issues</u> JP informed the committee that Niamh McCann is the new C&DCC Youth Representative and she will attend the September meeting.	
4	<u>Police Report</u> GP said there was nothing of note to report from Police Scotland, other than five routine incidents. (Appendix A)	
4.1	GP reported that Donald McNeil is retiring to be replaced by Acting Sergeant Ian Nicolson	

Item	Details	Action
5	<u>Matters Arising from 30 June 2014 minutes</u>	
5.1	(2.1 Corrected). Discharged	
5.2	(3. CCC Youth Representative). Discharged	
5.3	(4.4. Letter of thanks) This will be sent to Darren Williams for nine years Police service to Cromarty.	JP
5.4	(5.1)DA reported Dr Issy MacPhail has arranged a meeting locally, but GP has had no further communication to date. Discharged	
5.5	(5.2 Ongoing repairs). Will be discussed in CF's report (10.4 & Appendix D).	
5.6	(5.3 Bus Shelter Repairs). VP, with support from EQ, will continue to follow up.	VP & EQ
5.7	(5.6 Leaflet for Cromarty). VP has ordered 2000 leaflets to be sold at 30p per copy from various local outlets. EQ will assist with distribution.	VP & EQ
5.8	(7.4 Nigg Liaison Group). DB reported that details of works taking place at Nigg had been posted on Cromarty Live website. This issue will be monitored on an ongoing basis. Discharged	
5.9	(8.1 One hour extension to Victoria Hall license). To be discussed under Victoria Hall report (8)	
5.10	(9.1 New perspex for C&DCC notice board). Between meetings, JP took chair's action to agree the purchase of replacement perspex. This will cost £516. VP has applied to Ward Fund for £300 (awaiting reply) and the C&DCC would fund £216. This would be in place by end of August.	VP
5.11	(10.2 Allan Square toilet complaints) CF had contacted William Taylor who is still the cleaner. There have been no more complaints but CF will continue to monitor them.	CF
5.12	(10.3 Ice House) To be discussed in CF's report (Appendix C Item 1)	
5.13	(10.4 Complaints about the Nigg Ferry). CF has emailed Highland Council officials and will meet with Richard Evans from Highland Council to discuss how to improve communications on interrupted service between the Ferry operators (whose responsibility it is to convey this information) and the public. Several suggestion were put forward: <ul style="list-style-type: none"> • to monitor the service and ensure the operators are keeping to contract • use was made of the electronic signs(controlled by Traffic Scotland) on the A9 to convey information 	

Item	Details	Action
5.13 (cont)	<ul style="list-style-type: none"> • a Highland Council phone number could also be on the signs for the ferry so that problems can be logged • that it be made clearer on the Ferry advertising that the service may be cancelled in the event of low tides etc (at present it is in small print) along with a more prominent help number. 	CF
5.14	<p>(10.5 funding suggestions). DA reported that following the exhibition on the South Sutor Forts at Cromarty Courthouse, there has been expressions of interest in more being done to increase interpretation of the site. John Nightingale is open to discussions and DA suggested the C&DCC may wish to be involved. JP agreed to be the C&DCC contact.</p> <p>DA and the Harbour Trust met with representatives of the Crown Estates regarding funding for the Harbour improvements and through the Community Coastal Fund.</p>	JP
5.15	(10.7 BT Broadband). To be discussed under AOCB (Item 12.7)	
5.16	(11.5 Health and wellbeing of older people). EQ contacted Tracy Shaw, who feels Cromarty is well provided for in terms of this service, but EQ will pass any suggestions people may have.	EQ
5.17	(11.9 Relocation of Burnside sign). Done. Discharged	
5.18	(11.10 Replacement/removal of Bins outside the Victoria Hall). Discharged	
5.19	(11.11 Bus shelter complaints). VP contacted Fraser Thomson who then cleaned out the bus shelter and followed up the complaint with those involved. Discharged	
5.20	(11.12 Damage to grass by the Fair). John Nightingale will contact the Fair owners. Discharged	
5.21	(11.12 Damage to Coalheugh Well). This will be repaired by Cromarty Estate. Discharged	
6	<p><u>Gaelic Chapel</u></p> <p>CF has written to John Nightingale and hopes for a response after 14th August.</p>	CF

Item	Details	Action
<p>7</p> <p>7.1</p>	<p><u>Community Councillors' Portfolios-review/update</u></p> <ul style="list-style-type: none"> • VP - no updates • EQ- has spoken to various people involved in groups and events and has requested she is kept informed. • GP - no updates • DB- no updates. Next Nigg Liaison Meeting 24th September • AH - suggests a beach clean is needed as both beaches have a lot of rubbish on them. • The Wheelie Bin at the library has disappeared. AH will contact the library and find out more information. 	<p>AH & CF AH</p>
<p>8</p> <p>8.1</p> <p>8.2</p> <p>8.3</p>	<p><u>Victoria Hall and Youth Cafe Report</u> VP circulated the Victoria Hall Report. (appendix B)</p> <p>VP reported the redecoration of the Hall is complete and more remedial work will continue over the next 12 months.</p> <p>Youth report will be given at the next meeting</p> <p>(Ref 8.1 request for extension of license from Gala Committee) CF left the room as he is a member of the Highland Council Licensing committee and board member. A letter had been received from the Scottish Licensed Trade Association on behalf of Mr K MacFarlane of the Cromarty Arms. Mr MacFarlane had been approached to provide a bar facility in the Victoria Hall for a wedding reception later in the year and had applied for an occasional licence to run until 1am. The policy of the Victoria Hall Management Committee and the C&DCC was that such licenses should only run until midnight because that was when the Public Entertainment Licence expired, but the complaint was that the Gala event had been granted an extension until 1am and there was inconsistency in applying the policy, especially where one would be run by trained staff with experience and the other by untrained staff. A request had been made by the LTA to review this decision.</p> <p>Members were reminded the decision about the Gala had been considered and debated at the last meeting and only agreed to the extra time as it was a community event, there were other special circumstances relating to the bands and it was a one-off agreement, not to be treated as a precedent.</p> <p>There was a lengthy debate about the request but Members decided unanimously to stand by the Council's policy and position on the grounds that there was a difference between a community and private event, that the Gala agreement had been minuted as being a one-off decision without setting a precedent, and the couple involved had decided in any event that they did not want an extension beyond midnight.</p> <p>ACTION - Chairman to write back with the C&DCC decision [<i>sec's note: done</i>]</p>	<p>JP</p>

Item	Details	Action
9	<p><u>Treasurer's Report</u></p> <p>VP presented her report. Attached separately. (Appendix C).</p> <p>9.1 VP reported the Annual Grant from Highland Council has been received.</p> <p>9.2 A gift voucher has been purchased as a gift for Bobby MacKay's retirement.</p>	
10	<p><u>Highland Councillors' Reports</u></p> <p><u>David Alston</u></p> <p>10.1 The position that has become vacant following Bobby MacKay's retirement, will be filled though it will be part of a team and the priorities of the job have not been clearly set out. Another option for this post is for the C&DCC to take on the responsibility of employment, asking the Highland Council to identify the current budget and then applying to the Community Challenge Fund in order to fund it. All agreed it would be helpful to have discussions with the Highland Council about these options and DA will arrange a meeting with GP and JP.</p> <p>10.2 DA raised the issue of the Tractor that was bought for the community which Bobby Mackay maintained and the question arises of who will now look after it and how will it be used?</p> <p>10.3 Nancy's Bus Shelter on the Farness Road was destroyed in a storm some time back and DA raised the issue of a replacement and how it is funded. GP will measure the existing concrete base and ask Fettes Sawmill for a quote to supply and install, ideally before this winter.</p> <p><u>Craig Fraser</u></p> <p>10.4 CF handed round his report on grounds maintenance. (Appendix D).</p> <p>10.5 In addition to the report CF will:</p> <ul style="list-style-type: none"> • with prior notice, remove stones on the links (Report item 3) • look into the poor state of the road from Davidston and Farness to the Shore Road • follow up on the Townlands Park issues (Report item 8) • Source a copy of the Service Agreement which has complete details and maps relating to the grounds maintenance for Cromarty. <p>JP thanked CF for his work on these issues.</p>	<p>DA GP & JP</p> <p>DA &All</p> <p>GP</p> <p>CF</p>

Item	Details	Action
11	<u>Correspondence</u>	
11.1	A letter from Ross Couper, Secretary of the Tennis Club, outlined their plan to install a backboard to bounce tennis balls off at the old skate board park. All agreed in principle to support the Club's proposal.	
11.2	A Cyle Ride on the Black Isle on 20th September.	
11.3	JP received a letter from a lady in Kent, seeking permission for a bench at the top of the Sutor to in memory of her late Father. John Nightingale is in principle agreeable to this request.	JP
11.4	A letter from Skatepark BMX track requesting support. Filed.	EQ
11.5	GP received letters about a Zero Tolerance conference in London; Scottish Water informing of a draft of water charges and flytipping by the bottle bank. This has been passed to CF.	CF
12	<u>Any Other Business</u>	
12.1	Seaplane memorial plinth. Ongoing.	All
12.2	Bus shelter repairs. Awaiting replies.	VP & EQ
12.3	<p>JP reported he has had complaints about the increase in the numbers of camper vans parking on the links, some for several days and up to a couple of weeks and of people camping and not using toilet facilities provided in Allan Square. (This also relates to CF's report (Report item 5) to improve signage to the public toilets from the links).</p> <p>Following discussions, the Highland Council is of the opinion that if a site is used for camping for more than 28 consecutive days, it would certainly require licensing which would include facilities for waste disposal, fire regulations etc.</p> <p>JP met with John Nightingale to discuss these issues and he agreed the proliferation of camping vehicles has interrupted the amenity of the links for the town. As a first step, he proposes erecting notices to prevent overnight parking and inform the public that the links will be locked at agreed hours. These measures would be monitored and public opinion gauged once implemented. Discussion took place which JP will feed back to Highland Council and John Nightingale to progress.</p>	
12.4	CF had been alerted to three dead sheep on the Reeds Loop. The SSPCA had been informed.	
12.5	The Fireworks Committee will apply to the Common Good Fund for £750 for this year's display. This was supported by Members.	

Item	Details	Action
12.6	JP mentioned the vacancy on the C&DCC and the possibility of co-opting a member. GP suggested looking at what the C&DCC would like someone to do, for example improving communication with the residents of the area. GP will put forward a proposal.	GP
12.7	It was reported that, not for the first time, there have been recent significant problems with BT service causing residents and businesses great inconvenience. A local resident experiencing these problems, Shirley Matheson, had collated information from members of the community affected and had sent on to BT in the hope of some positive action. DA suggested contacting Andrea Rutherford at HIE who has direct links with BT through the Superfast Broadband programme currently being rolled out. EQ will pass this on to Shirley Matheson.	EQ
12.8	VP reported that during the recent redecoration of the Victoria Hall, the motto above the stage, which had been previously been back to front, had now been corrected.	
13	<u>Date of Next meeting</u> Monday 29th September 2014 @ 7.30pm, Hugh Miller Institute, Cromarty	
14	<u>Planning</u> DA and CF were thanked and left the meeting. GP circulated planning applications prior to the meeting. (Appendix E).	
	JP thanked everyone for attending and for their input.	

Summary of Action Points from meeting

Reference	To whom allocated	Notes
5.3	Jeremy	Write letter of thanks to Darren Williams
5.6	Vivienne and Estelle	Follow up bus shelter repairs
5.7	Vivienne and Estelle	Complete order of leaflets and distribute
5.10	Vivienne & others	Complete order and install new perspex
5.11	Craig	Monitor Allan Square toilets
5.13	Craig	Liase about the Nigg Ferry complaints
7.1	Andrew and Craig	Arrange beach cleans
7.1	Andrew	Contact Library about missing wheelie bin
10.1	David	To arrange meeting with HC, Gabriele and Jeremy about Bobby MacKay's post
10.3	Gabriele	Get a quote from Fettes for replacing and installing Nancy's Bus Shelter.
10.5	Craig	Issues contained in this item
11.5	Craig	Investigate fly tipping at the bottle bank
12.6	Gabriele	A proposal of the areas the CCC would like a co-opted council member to cover
12.7	Estelle	Inform Shirley Matheson of David's suggestion to contact HIE with regard to BT problems.

Appendix A Agenda item no 4

**POLICE
SCOTLAND**

COMMUNITY ENGAGEMENT FORM

Command Area	Ross & Cromarty	Community Group	Cromarty Community Council
Station	Dingwall	Officer Attending	PS 588 D MacNeil
Date of Meeting	04/08/2014	Location	Hugh Miller Institute, Cromarty

Meeting Preparation

Ward and Local Policing Plan Priorities.	Activities conducted over the reporting period to support those priorities.
1. Road Safety	This has been identified as a Police Scotland priority and will continue to be a National focus. Operation Route (Speed checks) to ensure road safety particularly around school areas continues to be a focus.
2. Alcohol Abuse	No issues of note in the Cromarty area.
3. Anti-social behaviour	No issues of note in the Cromarty area.
Update on Previously Agreed Actions – See previous OP 55/8 & Relevant Reference on the Area Command Action Tracking Table	
None outstanding	
Update on any local community safety issues / trends within the community and any assistance / information requested from the community. Review IMPACT / intelligence etc	
In the period since the last meeting, between the 01/07/14 to 31/07/14 there have been a total of 5 Incidents which were of a routine nature with no significant matters of note.	
Any local / Area Command / Divisional / Police Scotland updates / key messages	
Crime Reduction – Performance in this area continues to be good with overall crime being reduced. This in turn means fewer victims of crime. This continues to promote Police Scotland’s ethos of Keeping People Safe.	

Appendix B
Agenda item no 8

Cromarty & District Community Council
Committee Meeting 4th August 2014

Agenda Item 8 - Victoria Hall Report

1. The VHMC is pleased to report that since the last meeting, quotes were obtained to decorate the Hall and following approval of C&DCC Members over a disclosure of interest issue, the successful quote was accepted. Work commenced on 24th July and has been completed to a high standard. This, along with the floor resurfacing, now completes this summer’s planned works but further improvement and remedial work is being assessed for the next 12 months.

ACTION - Information only, no action required.

2. Youth Café Report - Summer Programme report will be presented at next meeting.

ACTION - Information only, no action required.

3. Following Members' agreement to instruct the VHMC to make the necessary PEL extension application on behalf of the C&DCC for the Gala Day Ceilidh, I can confirm that following discussion with the Licensing officers at the Highland Council, it was possible to delegate this PEL application to the Gala Day Sub-Committee to be included within their Alcohol Licence application. The Gala Day Sub-Committee accepted all the conditions stipulated in the C&DCC agreement to the extension and wished also to note that they would be employing qualified door stewards to supervise the event.

ACTION - Information only, no action required.

4. Following Members' one-off agreement to the Gala Day extension, the VHMC was approached by the licensee of the Cromarty Arms requesting that they too be allowed to apply for a late night extension at a private wedding booking for 18th October 2014. It was explained that the Gala Day was a Community event and the agreement for an extension had been a one-off decision which was not to be used as a precedent for other bookings. This explanation was not accepted and we suggested that they had the right to raise the matter with the C&DCC. We understand that such representations have been made to the C&DCC Chair. Members should note that the private booking was made in full knowledge that it was a condition of the booking for the function to finish at midnight. The hirer is perfectly happy with this condition and although they have hired the Cromarty Arms to provide a pay bar at the function, they do not require any extension beyond the midnight finish already agreed.

ACTION - Members are asked to AGREE that the VHMC should confirm that this booking is to finish at midnight.

Vivienne Plampton

Appendix C
Agenda item no 9

<u>Finance Report – Cromarty & District Community Council</u>			
<u>Agenda Item No 9 - Treasurer's Report</u>			
<u>Period: 30th June to 3rd August 2014</u>			
<u>General Income</u>			
Publications Sales	£	77.00	
HC Admin Grant	£	1,101.87	
Less:			
<u>General Expenditure</u>			
Secretarial Services - June meeting	£	50.00	
Retirement Gift - B Mackay	£	25.00	
Insurance	£	145.92	
Postage & Stationery	£	1.72	
Increase/(Decrease) in Accumulated Fund		£956.23	
<u>Fund Income</u>			
Lonna's Lights Fund - Public Donations	£	13.14	
Less:			
<u>Fund Expenditure</u>			
Increase/(Decrease) in Other Funds			
		£13.14	
<u>Net Assets</u>			
Accounts Receivable @ 03.08.14	£	70.00	
Accounts Payable @ 03.08.14	£	-00	
Bank & Cash in hand balances as @ 03.08.14	£	8,546.37	
Total Net Assets at 3rd August 2014		£ 8,616.37	
<i>Comprising:</i>			
Community Council Accumulated Fund	£	2,421.19	
Provision for Guide Book reprinting	£	717.50	287 sold at £2.50 cost = £ 717.50
Seaplane Plinth Fund	£	820.13	
Bonfire Night Fund	£	742.84	
Splash & Dash Fund	£	945.74	
Monday Club Fund	£	266.30	
Lonna's Lights Fund	£	192.78	
Gala Day Fund	£	2,509.89	
		£ 8,616.37	
Vivienne Plampton 03.08.14			

Appendix D
Agenda item 10.4

Meeting 15th July 2014

Location - Cromarty

Topic - Update on outstanding issues from meeting held 12th July 2013 and 26th March 2014

In attendance - Ricky McNab (Highland Council) Councillor Craig Fraser ward 10

This meeting was arranged to further discuss grounds maintenance, burial ground maintenance and other issues not completed from the meeting of 12th July 2013. Start point of walk round Links car-park.

1. **Scruffy area next to the ice house** - It had been agreed with Sam Lowe after he previously visited the area to generally tidy the shrubbery and open this area up so it is more attractive to locals and visitors. Due to the amount of over growth and mature bushes, shrubs and plants further discussion to be arranged to see what can be pruned, tidied up and removed. **Forwarded details to Ian Hay, Richard Porteous & Tina Luxton for action.**
2. **Bank** that runs along Braehead the fenced off area to be cut back to a demarcation line from the washing pole and tree. The Alder tree in the grassed area to be pruned and tidied to allow easier access for grass mowing. **Details now with ISS. They will complete over the course of this season and maintain from this point forward.**
3. **Links** - Shore side the long grass has been cut and strimmed back to an acceptable length - over time this will allow grass cutting to the edge of the beach but allowing for the existing Maram grass to stabilise. **ISS will continue to cut shoreline but would appreciate help with stone removal between cuts.**
4. **Links** - Braehead sloped side grass to be strimmed to line up with the trees allowing for easier grass cutting. **Details now with ISS. They will complete over the course of this season and maintain from this point forward.**
5. **Signage to Allen Square loos** - The community have had major concerns that some persons camping at this side of the Links are using the vegetation to conceal themselves while they use the place as a toilet. Agreed to consider finger post signage at the steps and at the bottom of the Links directing campers to the Allen Square loos, which are about 150ish yards away. **Forwarded details to Ian Hay, Richard Porteous & Tina Luxton for action.**
6. **Byre** - bushes to be pruned back to 2m. This measure would make it easier for the contractor to maintain this area and keep it tidy. **Need agreement with Tina for spend at this location. I will confirm as soon as possible**
7. **Road Gulley** - Location outside 'Beachview' Marine Terrace - I am advised that the owner of Beachview has been waiting about 20 years for this measure to be installed. This would allow pooling of excess rain water to drain away to the shore. I had been promised this would have been actioned at the start of this year. **Forwarded details to Ian Hay, Richard Porteous & Tina Luxton for action.**
8. **Townlands Park** - play area out of spec, this includes the bark impact zone not of sufficient depth (council public liability issue if child hurt), gaps in the perimeter fence,

gates damaged (this has already been reported by me) large gate is off its hinges and dangerous to young children. [Forwarded details to Ian Hay, Richard Porteous & Tina Luxton for action.](#)

9. **Victoria Park** - grass cutting out of spec - litter not removed after grass cut, perimeter fence damaged and gaps that could allow children to run onto the road (health and Safety) impact zones under the play equipment not of sufficient depth (council public liability issue if child hurt). [Forwarded details to Ian Hay, Richard Porteous & Tina Luxton for action.](#)

[ISS have retrained operative & instructed removal of litter before cutting. They have also invested circa 30k for cylinder mower. This will be deployed on Links, \(after stones removed\) and main pitch areas.](#)

10. **Burial grounds** - Very disappointing all 3 out of spec, standard of grass cutting, strimming, litter not picked up after cut etc. [At time of Inspection ISS were to undertake 1st cut of the season \(sites just transferred to them\). They have given commitment to improve grass cutting standards on site and have offered to attend our next site inspection.](#)

NB Ricky McNab's comments in blue

[Update provided 22nd July 2014 at 08:35](#)

Appendix E

Agenda item 14

New Planning Application

4/02440/FUL | Erection of porch extension to house and painting of exterior walls (Planning Permission) | Fuinary High Street Cromarty IV11 8YR- Pending Consideration

14/02443/LBC | External and internal alterations and erection of extension to house (Listed Building Consent) | Fuinary High Street Cromarty IV11 8YR – Pending Consideration

14/01834/FUL | Erection of replacement porch extension to house, installation of replacement gate and wall/railings, erection of two outbuildings and change of use of workshop building to self-contained residential unit | An Tigh Dearg Church Street Cromarty IV11 8XA - Pending Consideration

Update on Planning Applications

14/02225/FUL | Erection of extension to rear of house | 29 Bayview Crescent Cromarty IV11 8YP – Permission Granted

14/01681/FUL | Erection of extension to house to form self-contained residential unit | Jalidor Bayview Crescent Cromarty IV11 8YP- Permission Granted

Out of area Scoping Applications -