



CROMARTY AND DISTRICT COMMUNITY COUNCIL

**Minutes of meeting held on
Monday 27th March 2017, 7.30pm in the Hugh Miller Institute**

**Minutes
Approved
24.4.2017**

Present

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

Youth Representative: Bryn Leyshon (BL)

Highland Councillors:

Police Scotland:

Member(s) of the public: Jill Stoner & Nigel Shapcott , Representing Cromarty Care Project (CCP), Tony Vandyke & Colin Dickie, Representing Cromarty Harbour Trust (HT)

Community Council Minute Secretary: Gillian McNaught (GM)

	<i>Minute Secretary's note</i> - Members had agreed to meet Rory Dutton, Development Officer, Development Trusts Association Scotland at 7pm to discuss the setting up of a Cromarty Community Company in relation to the purchase of Townlands Barn (<i>Agenda item 15</i>).	
1	<u>Chairman's Welcome</u> JR welcomed committee and guests to the meeting. <u>Apologies:</u> Cllr Craig Fraser (CF), PC Calum Reid (PC CR).	
2	<u>Declarations of Interests</u> -	
3	<u>Approval of previous 27th February 2017</u> The Minutes were approved by EQ and seconded by RH.	
4.	<u>Youth issues</u>	
4.1	Victoria Park benches - one has protruding nails and is in bad condition. Volunteers are making repairs but a call has gone out for a donation of wood paint/preservative. JR will post request on Facebook.	JR
4.2	A number of issues raised recently have been worked on by the Community Volunteer Team, which has been of great benefit to the Town.	
4.3	Bus Timetables - neither bus stop has bus times on display. Feedback on the siting of a timetable on the High Street Shelter, suggests that residents would prefer a noticeboard on the <i>outside</i> . JR will pass this on as a possible Volunteer Team job.	JR
(cont)		

<p>(cont)</p> <p>4.4</p> <p>4.5</p> <p>4.6</p>	<p>Good News - Young people on the Black Isle and at the Cromarty Youth Cafe in particular, have won the largest proportion of the Lord Lieutenant Awards. Well done to all.</p> <p>Bus Transport - D&E have the school contract and it is going well.</p> <p>Suggestions -</p> <ul style="list-style-type: none"> • Payment for camping on the links - money could be reinvested in Links area, but Members said in the current situation this wasn't possible. • Discounted Ferry travel - the ticket price is set by Highland Council, but users of concessionary travel cards can get reduced fares and there has been a voucher or stamp system to travel so many times and get a journey free. <p>BL was thanked for his report and left the meeting.</p>	
<p>5</p>	<p><u>Update from representative of Breathe Events (May Festival)</u></p> <p>AM received apologies that Breathe Events were unable to attend the meeting (<i>See Minutes 27.2.2017, item 11.3</i>). In order to implement their vision fully, the organisers have postponed the Cromarty Festival until the same time in 2018.</p>	
<p>6</p>	<p><u>Representative from Cromarty Care Project</u></p> <p>Further to the proposed purchase of Townlands Barn by the Community (<i>See Minutes 27.2.2017, item 6.5</i>), Jill Stoner (JS) reported that the CCP had looked at the renovation of the Dairy part for office space, storage and a hub where people could meet. Members agreed this need would be noted in future discussions. In the meantime, CCP are still looking for an existing space suitable for these purposes within Cromarty.</p> <p>JS was thanked and left the meeting.</p>	

<p>7</p> <p>7.1</p> <p>7.2</p> <p>7.3</p> <p>7.4</p>	<p><u>Update on Harbour Grant</u></p> <p>Tony Vandyke (TV) thanked the C&DCC for considering him as a Trustee of the Harbour Trust (HT). (<i>See Minutes 30.1.2017, item 10.6</i>).</p> <p>David Alston (DA) - DA ceases his role as a Highland Councillor and also stands down as Chair of the HT on 31st March. TV thanked DA for his 18 years in this role that saw 3 major funding applications completed, one of which supported the building of the Pontoons, now providing an income stream. TV emphasised that many of the current plans have basis in the work done by others in previous years. Until the Harbour Revision Order, TV has stepped in as interim Chair.</p> <p>TV introduced Colin Dickie (CD) who gave a comprehensive update, who along with Pat Haynes has put huge amounts of time and expertise into the FLAG funding application, which supports “sustainable development of fisheries areas”. £132,000 has been awarded for harbour refurbishment - 75% (£100,000) from FLAG with the remaining 25% shortfall (£32,000) to be raised. (Appendix A)</p> <p>Harbour Users Group Open Discussion - the next meeting is in the Royal Hotel Breakfast Room Tuesday 28th March @ 7pm. Thereafter meetings will take place 2-3 times annually, alternating between the Cromarty Arms and the Royal Hotel. A full Public consultation process will begin at the end of May on Harbour Plans. JR will post information about the current funding gap and future public consultations. EQ send link to HC Ward Discretionary Fund to Nigel Shapcott.</p>	<p>JR &EQ</p>
<p>8</p> <p>8.1</p>	<p><u>Police Report</u></p> <p>Circulated prior to the Meeting. (Appendix B).</p>	

9	<u>Matters Arising</u>	
9.1	(4.1 Bryn collate Bus information and send to Craig). Done. Discharged	
9.2	(6. 3 Ask Cromarty Stores if they are able to display a battery recycling bin in the shop). New ownership confirmed so EQ will now approach. Ongoing.	EQ
9.3	(6.5 Confirm agreement for Townlands Barn to be brought into Community Ownership and C&DCC acceptance of interest free loan). Done. Discharged.	
9.4	(6.5 Contact Neil Cameron at Resolis CC about a Housing needs survey). Ongoing.	JR
9.5	(6.7 Contact David Walker to push forward his plan for work to the school build and request copies of plan). JR had emailed a spreadsheet of works to Members (Appendix C) to Head Teacher Henri Shepherd and Parent Council Representative, Denis Torley for comment. Most jobs listed are underway but progress remains slow and more work will continue during the summer. It hoped that manpower and machinery can be timed to coincide with the proposals for White Dykes site. (See Minutes 27.2.2017, item 6.12). Ongoing.	JR
9.6	(6.8 Follow up on broken fence around football park). Raised under item 12. Ongoing.	CF
9.7	(6.9 Follow up to arrange a meeting with Iain Moncrieff). JR emailed and requested meeting. Ongoing.	JR
9.8	(6.10 Follow up repairs to gate padlocked and out of use in Townlands). Raised under item 12. Ongoing.	CF
9.9	(6.11 Further information from HC regarding future of Alan Square Public Toilets). Ongoing.	JR
9.10	(6.12 Report back to Robert Campbell the proposal for car parking at the White Dykes soil site, with the suggestion of also upgrading existing play park. Request C&DCC have input). JR reported that this is now with HC legal team and await further information. Ongoing.	JR
9.11	(6.13 Follow up costing from local contractor). Much the pruning works has now been completed by the Community Volunteer Team. Discharged.	
9.12	(6.14 Contact Tony Vandyke about proposal of a Links Toilet at slipway end of the Links). Ongoing.	

(cont)		
9.13	(6.16 Arrange meeting with Iain Moncrieff from HC). Duplicate Action to 9.7). Discharged.	
9.14	(6.18 Research & compare costs of repair/redesign of existing shelter and the cost to HC of installing a new one). Research the cost implications of redesigning/repairing the existing shelter. Ongoing.	JR & RH
9.15	(7.26 Moving of bus timetable into Bus Shelter on list of work for Community Service work). Contact Wanda following discussions in 4.3. Ongoing.	JR
9.16	(9.1 Jacquie pass on suggestions from Members to Wanda for Community Service work). Cutting of vegetation undertaken at the Ice House and Marine Terrace. Done. Discharged.	
9.17	(9.3 Request response from David Summers ref. Kenneth's report on Ferry). Discussed under 12.3. Discharged.	
9.18	(9.4 Discuss at next meeting a Portfolio item of Business/Tourism Development). EQ will follow up with the Business Group. Ongoing.	EQ
9.19	(9.5 Remind HC about Tractor Insurance reimbursement). Paid. Discharged.	
9.20	(10.1 Organise a meeting with Tony and Boat Club to decide best siting of Ferry passenger Shelter). A meeting took place and two locations were suggested. The majority of interested parties favoured a site under the tower, which gives a good view of the ferry, is wheelchair accessible and if positioned into the hill will not pose a problem for cars reversing. Members agreed . JR will contact all and pass decision to HC. Discharged.	JR
9.21	(10.2 Continue to highlight responsibilities of Landowners with regard to water and debris flowing from land onto roads). Information posted on CL website. Ongoing.	CF
9.22	(11.3 Email Members' concerns about May Festival to Alan). Done. Discharged.	
9.23	(11.4 Meet with Breathe Events representative to discuss issues). Done. Discharged.	
10	<u>Treasurer's Report</u>	
10.1	EQ circulated her report prior to the meeting (Appendix D).	

11	<p><u>Victoria Hall Report</u></p> <p>Alan Plampton circulated the Victoria Hall Report (Appendix E) prior to the meeting.</p>	
12	<p><u>Community Councillors' Portfolios</u></p> <p>12.1 <u>Diane Brawn</u></p> <ul style="list-style-type: none"> • Memorial Bench - David Cockburn had written to the C&DCC about a proposal for a Memorial bench with a view to the Lighthouse. Both HC Councillors confirmed with JR that the C&DCC can make these decisions. The bench should be durable metal or recyclable plastic. It was suggested a space along the beach side of the Links would be appropriate and in keeping with existing benches. • Scottish Fire and Rescue - A review of the Local Fire Plan for the Highlands is underway. Members had input into the questionnaire and DB will complete. <p><u>Kenneth MacFarlane</u></p> <p>12.2</p> <ul style="list-style-type: none"> • The Ferry - KM reported the Ferry will have some repairs done at the beginning of April. The Operator has applied to the MCA to increase passenger numbers from 50 to 63 and proposed maintenance work on the current signage, but this work falls under HC's remit. Concerns have been raised about HC match funding for urgent slipway repairs as this is not yet in place. This has the potential to cause a delay to the June start date. JR will pass on to KM a contact for David Summers at HC and KM will also contact CF as a matter of urgency. <p>12.3 <u>Alan McDonald</u></p> <ul style="list-style-type: none"> • Breathe Events Festival - discussed under item 5. <p>12.4 <u>Gabriele Pearson</u></p> <ul style="list-style-type: none"> • Planning Applications - no new applications 	<p>DB</p> <p>DB</p> <p>JR & KM</p>
13	<p><u>Highland Councillors' Reports</u></p> <p>13.1 <u>Cllr Craig Fraser</u> - CF emailed a report of issues he is dealing with:</p> <ul style="list-style-type: none"> • East Church harling defective – photos sent and call raised • East Church broken bench – photo and call raised • The Paye – potholes and drainage issue photos and call raised • Townlands Park – Fence and gate call raised • Manhole cover Forsyth Place – call raised with Scottish Water and Highland Council. 	<p>CF</p>

14	<u>Correspondence</u>	
14.1	Tree Charter - Members agreed to register support for this initiative.	EQ
14.2	Cromarty Surgery - JR received an email from Lynne Sproull asking what NHS Highland's plans are for the future of Cromarty Medical Practice. This follows the announcement that the current model of care is no longer sustainable and the existing partnership will cease on 30th June 2017. Members had received concerns from other residents about the future of the Practice. JR will find out how to get further information, will post a message on Facebook to urge Residents to make their views known. DB will contact David Alston, Chairman of NHS Highlands.	JR & DB
14.3	Cromarty Firth Port Authority Update - This newsletter was circulated to Members prior to the meeting. An invitation to attend the next joint Port and Community Council meeting on 12th April was received from Joanne Allday. DB will represent C&DCC.	DB
14.4	Highland Council Election Hustings - Email from Michael Macmillan, Labour Highland Councillor for Alness suggesting a local Hustings for the up and coming elections. JR will contact Fortrose CC to ask if they have any plans to run with this suggestion in their more central location.	JR
14.5	Highland Democracy Planning - JR circulated a link regarding this has implications for CCs. All C&DCC Members to view the information video and discuss at next meeting.	ALL & GM
15	<u>AOB</u>	
15.1	Drop in sessions - Members considered the reintroduction of these 7pm sessions, but it was agreed to not continue due to limited response.	
15.2	Formation of Cromarty Community Company - discussed at 7pm pre-meeting.	
15.3	Several residents had raised concerns about the suggestion to build homes on the Football Pitch as part of the development of the area around Townlands Barn, although it was reiterated that at this stage no proposals have been agreed.	
14	Date of Next Meeting Monday 24th April 2017, Hugh Miller Institute, Church Street, Cromarty @ 7.30pm.	
	JR thanked everyone for attending and for their input. The meeting concluded at 9.10pm.	

Summary of Matters Arising & Action Points

Reference	To whom allocated	Notes
4.1	Jacque	Post notice on Facebook requesting wood paint/preservative for Victoria Park benches
4.3	Jacque	Contact Wanda to suggest that bus timetable noticeboards be tackled by the Community Volunteer Team
7.2	Jacque & Estelle	Jacque post Harbour info on Facebook, Estelle send links for Ward Budget to Nigel
9.2	Estelle	Contact new Shop owners to request the siting of a battery recycling bin
9.4	Jacque	Contact Neil Cameron at Resolis CC about a Housing needs survey
9.5	Jacque	Follow up feedback on Cromarty Primary Build plan
9.6 & 12	Craig	Follow up on broken fence around football park
9.7	Jacque	Follow up email to arrange a meeting with Iain Moncrieff
9.8 & 12	Craig	Follow up repairs to gate padlocked and out of use in Townlands
9.9	Jacque	Further information from HC regarding future of Alan Square Public Toilets
9.10	Jacque	Report back to members when further information about White Dykes becomes available
9.12	Jacque	Contact Tony Vandyke about proposal of a Links Toilet at slipway end of the Links
9.14	Rosemarie, Craig, Jacque	Research & compare costs of repair/redesign of existing shelter and the cost to HC of installing a new one
9.15	Jacque	Contact Wanda to request Community Volunteer Group create new bus timetable noticeboards as per Minutes
9.18	Estelle	Approach Business Development Team and assess if Member Portfolio item required
9.20	Jacque	Confirm decision about siting of Ferry Shelter with all concerned and HC.
9.21	Craig	Continue to highlight responsibilities of Landowners with regard to water and debris flowing from land onto roads
12.1	Diane	Follow up Memorial bench request
12.1	Diane	Complete Fire and Rescue Questionnaire
12.2	Jacque & Kenneth	Jacque pass on contact for David Summers. Kenny to contact him and Craig Fraser about slipway repair funding
13.1	Craig	Follow up issues raised in HC report
14.1	Estelle	Register C&DCC to support Tree Charter

14.2	Jacque & Diane	Jacque compile Facebook posting asking resident to make their views known on Surgery and Diane contact David Alston for information
14.3	Diane	Confirm with Joanne and attend CFPA Open meeting
14.4	Jacque	Contact Fortrose CC about Local Hustings
14.5	All & GM	Read documentation about Highland Democracy planning. Gillian add to next Agenda.

Appendix A Agenda item 7

Funding Activities

Highland Council	FLAG	Other potential outlets
<ul style="list-style-type: none"> £50,000 awarded from the Discretionary Capital Budget in April 2016 To repair the Admiralty Pier Inner Berth will be used for temporary commercial berthing, overnight commercial visits, commercial fishing, commercial tourism. 	<ul style="list-style-type: none"> EU Fishing development fund 75% of Capital Required only Qualified Approval granted Aim is to increase capacity, improve safety, and revenue The key streams of work are: <ol style="list-style-type: none"> Replace hand rails Replace all ladders Replace the electricity supply and lighting Replace office and shed Provide a derrick New seating New interpretive panels Updated web site 	<ul style="list-style-type: none"> FLAG gap funding Cromarty Trust Scottish Hydro Electric Community Trust Historic Environment Scotland Highland Council Match funding Crowd Funding Royal Navy Others

FLAG development

Overview	Objectives and scope of work	Challenges and considerations
<ul style="list-style-type: none"> Fisheries Local Action Groups (FLAGs) were set up to deliver the EFF Axis 4 funding programme and initiate a community-led approach towards the sustainable development of fisheries areas. It is not about restoration It is about improvements consistent with FLAG objectives. Development of intended programme has been an iterative process with FLAG for a year. Qualified approval - our grant of expected to be 75% of £132k, we need to finance the difference. 	<ol style="list-style-type: none"> Focus commercial activities on the Admiralty Pier thus leading to a clear segregation of activities. Improve the capacity we where can Upgrade the asset to make the harbour a more attractive place to visit for all to enjoy Improve the commercial opportunity for the Trust, e.g. collection of visitor fee Key work streams are: <ul style="list-style-type: none"> Replace hand rails Replace and introduce new ladders Upgrade the electricity supply and lighting Replace office and shed Provide a derrick New seating New interpretive panels Updated web site 	<ul style="list-style-type: none"> FLAG gap funding Consultation where appropriate Working round the harbour day-job Timeline Other ongoing activities – finance and time Weather dependency Risk management Listed structure and approvals process Budgetary process

Appendix B

Agenda item 8

POLICE REPORT 27/02/17 to 27/03/17.

Between the 27th of February and the 27th of March police have dealt with 7 calls to the Cromarty area. These calls included assistance / advice being given to members of the community by officers, medical matters that the police were called to assist with, dealing with concern for person calls and a road traffic collision which resulted in one person being reported to the Procurator Fiscal for careless driving. Further to the calls that were dealt with officers carried out regular mobile patrols and even managed to get couple of foot patrols in. The officers also attended the licensed premises in the village to carry out spot checks. As always if you have any queries or issues you require my assistance with please do not hesitate to get in touch and I will try my best to help out where I can.
PC Calum Reid.

Appendix C

Agenda item 9.5

CROMARTY PRIMARY SCHOOL - REMAINING ISSUES (Draft - 24/03/17)			
CARE AND LEARNING ISSUES		LEAD	Comments
1	External and internal signs	DW	Order placed with McBride Signs
2	Filling external planters	DW	Cost requested from SD
3	Teaching walls	DW	Cupboard door and dividers ordered from British Thornton
4	Wi-Fi/IT issues	DW	Has been escalated with ICT Services
5	SEPA/SNH licences for summer works	DW	SNH licence obtained; SEPA fee submitted
6	Future use of Whitedykes	DW	Awaiting response from Legal; Meeting with Community Council Representative to be arranged
7	Meeting with Head Teacher to discuss summer works	DW	To be arranged
8	Internal redecoration of canteen	DW	Cost requested from SD
9	Fridge for Medical Room	DW	Has arrived
10	Hand drier in toilet	DW	Requires discussion with TM regarding smaller radiator
DEVELOPMENT AND INFRASTRUCTURE ISSUES		LEAD	Comments
10	Updated snagging and defect lists	DM/SD	To be provided
11	Summer works	DM/IM	Out to Tender: 28th April Tender return: 26th May Site start: 3rd July (internal security doors and associated alterations to be completed before the end of the summer break). Water tank etc can be completed outwith the holidays as that part of the site can be secured and has direct access from the street.
12	Problems with heating system	TM	The heating system can heat the school as required, however we still have some overheating issues to understand and address.
13	Servicing contracts	TM	Confirmation required that everything is in place
		DW	David Walker, Estates Officer C&L
		DM	David Moon, Project Manager DBI
		IM	Ian McDonald, Architect DBI
		SD	Stephen Docherty, Maintenance Officer DBI
		TM	Tom Murdison, Principal Engineer (Maintenance) DBI

Appendix D
Agenda item 10

<u>Finance Report – Cromarty & District Community Council</u>				
<u>Agenda Item No 10 - Treasurer's Report</u>				
<u>Period: 24/02/17-25/03/17</u>				
<u>General Income</u>				
Publications Income - Emporium	£	84.00		
Less:				
<u>General Expenditure</u>				
Secretarial Services - February	£	50.00		
Plexus Media - Cromarty Live renewal	£	29.95		
Increase/Decrease in Accumulated Fund	£	4.05		
<u>Fund Income</u>				
Tractor Operations Fund - annual insurance	£	281.65		
Cromarty Rising Fund - market lunches + donations	£	500.00		
	£	781.65		
Less:				
<u>Fund Expenditure</u>				
Monday Club Fund - February lunches	£	126.00		
Cromarty Rising Fund - hotels	£	201.00		
	£	327.00		
Increase/Decrease in Other Funds	£	454.65		
<u>Net Assets</u>				
Bank & Cash in hand balances as at 25/03/17	£	22,031.89		
Paypal - website sales	£	5.83		
Total Net Assets at 25/03/17	£	22,037.72		
<u>Comprising:</u>				
Community Council Accumulated Fund	£	2,057.77		
Provision for Guide Book reprinting	£	290.80		
Seaplane Plinth Fund	£	48.93		
Bonfire Night Fund	£	1,045.25		
Splash & Dash Fund	£	667.77		
Monday Club Fund	£	1,146.00		
Community Christmas Fund	£	96.12		
Gala Day Fund	£	5,214.69		
Emergency Resilience Fund	£	242.72		
Open Gardens Fund	£	6.86		
Gluren bij de Buren Fund	£	202.06		
Tractor Operations Fund	£	400.00		
Cromarty Rising Fund	£	10,618.75		
	£	22,037.72		
Estelle Quick 25/03/17				

Appendix E
Agenda item 11

Cromarty & District Community Council Meeting - 27th March 2017

Agenda Item 11 - Victoria Hall Report

1. **Finances and Bookings** Draft annual accounts will be available at the next meeting.

ACTION - Information only, no action required.

2. **Repairs and Maintenance** There have been no new issues to report.

ACTION - Information only, no action required.

3. **Highland Council/Highlife Highland** Eventually, it seems like we had some movement. Head of Services at the Highland Council has used his delegated powers to get things moving. We await the results and hopefully, by the next meeting, there will be a new Licence to Occupy for Members to sign. Fingers crossed. Without Diane Agnew's help, I cannot imagine where we would be with this matter.

But all outstanding repairs, currently with the Highland Council, remain outstanding.

ACTION - Information only, no action required.

4. **Emergency Resilience Project** No further updates. A full completion report will be available at the next meeting. This will include details of any ongoing and future responsibilities as a result of the C&DCC's ownership of the Hall's new storage unit and its contents.

ACTION - Information only, and no action required.

5. **Youth Café** No new report, this month.

ACTION - Information only, no action required.

Alan Plampton

VHMC