



# CROMARTY AND DISTRICT COMMUNITY COUNCIL

Minutes of meeting held on Monday 21 March 2016  
in the Hugh Miller Institute

MINUTES  
APPROVED  
25.4.2016

## Present

**Community Councillors:** Gabriele Pearson (GP) Secretary, EstelleQuick (EQ) Treasurer, Diane Brawn (DB), Alan McDonald (AM)

**Youth Representative:** Sativa Alexander (SA),

**Highland Councillors:** Cllr Craig Fraser (CF)

**Police Scotland:**

**Member(s) of the public:** Jill Stoner (JS) Representing Cromarty Care Project, Tony Vandyke (TV) Representing the Harbour Trust, Janet Gray and Joni Pippin from Breathe Events.

**Community Council Minute Secretary:** Gillian McNaught

1	<b><u>Chairman's Welcome</u></b> EQ took the Chair in JR's absence and welcomed everyone to the meeting.	
1.1	<b><u>Apologies:</u></b> Jacquie Ross (JR), Kenneth MacFarlane (KM), Rosemarie Hogg (RH), Cllr David Alston (DA), PC Calum Reid (CR), Police Scotland.	
2	<b><u>Declaration of Interests</u></b> No new declarations.	
3	<b><u>Approval of previous Minutes 29 February 2016</u></b> Approved by DB and seconded by AM	
4	<b><u>Cromarty Festival, 26th - 28th May 2017 Proposal by Janet Gray and Joni Pippin of Breathe Events</u></b>  A more detailed proposal was put before Members for a 'high end' family friendly music/ spoken word and arts festival put together by a team of experienced events organisers. It would have a strong emphasis on local participation and work with local businesses to promote Cromarty. It is proposed that it would be a ticketed event for no more than 1500 people with fringe events open to all. The organisers have pinpointed The Links as their preferred site and will make contact with Cromarty Estate. Those living in close proximity will be consulted by the organisers and issues such as transport, parking and potential campsites will all be considered by the co-ordinators in due course. All Members <b>agreed</b> this was a very favourable proposal and asked that the C&DCC, CF & DA be kept informed. Joni and Janet were thanked and left the meeting.	

<p><b>5</b></p> <p><b>5.1</b></p> <p><b>5.2</b></p> <p><b>5.3</b></p> <p><b>5.4</b></p> <p><b>5.5</b></p> <p><b>5.6</b></p>	<p><b><u>Youth issues</u></b></p> <p>The gate at the Victoria Park has been damaged. It was noted by EQ that contractors had been at the site and it is hoped it has been repaired.</p> <p>A white van has been parked for some time at the back of the Victoria Hall. It was confirmed this belongs to a resident and is parked legitimately.</p> <p>Complaints have been received about the numerous potholes in Townlands and Bayview. SA to email photographs to CF.</p> <p>There is a problem with cat mess. Members felt unable to help other than suggest well known cat deterrents such as chilli powder.</p> <p>A car has been dumped in Townlands for 5 months. CF will follow up.</p> <p>A survey of ‘likes’ and ‘dislikes’ undertaken at the Youth Cafe revealed some of the things that concern young people in the Town. This included the Bus Stop at the Victoria Hall being smelly; rubbish and broken glass lying around; noisy seagulls and speeding on The Denny.</p> <p>SA was thanked for her input.</p>	<p><b>SA &amp; CF</b></p> <p><b>CF</b></p>
<p><b>6</b></p>	<p><b><u>Cromarty Care Project</u></b></p> <ul style="list-style-type: none"> <li>• Jill Stoner reported that following the Citizen’s Advice presentation last meeting, Nigel Shapcott took their suggestion of an outreach service in Cromarty to the CCP Trustees. They are keen to take this proposal forward and this was welcomed by Members.</li> <li>• There have been further unforeseen delays in putting up the emergency equipment shed.</li> <li>• The CCP is up and running with two clients being cared for in the community.</li> </ul> <p>JS was thanked and left the meeting.</p>	
<p><b>7</b></p> <p>(cont)</p>	<p><b><u>Harbour Trust</u></b></p> <ul style="list-style-type: none"> <li>• TV reported that the Harbour Trust has just been awarded £50,000 from the Highland Council Discretionary Capital Budget for repairs to the inner wharf of Admiralty Pier. Preparation work is already underway with engineers’ surveys, reports and quotations for possible solutions.</li> <li>• CF suggested exploring further match funding from the Scottish Government. TV will follow up.</li> <li>• The pontoons have been looked at with a view to repairs and in time a comprehensive Harbour maintenance programme will be produced.</li> <li>• The new season is about to start and the Boat Lift will take place on 9th April.</li> <li>• No news to date from SSE with regard to a grant for updating the electrics.</li> </ul>	

7 (cont)	<ul style="list-style-type: none"> <li>TV wished to record thanks to all those who had collectively helped to raise the profile of the Harbour and worked hard to secure this positive position.</li> </ul>	
8	<p><b><u>Police Report</u></b></p> <p>GP circulated this prior to the meeting. (Appendix A). PC Calum Reid apologised that he could not attend the meeting as he had intended due to a Police incident.</p> <ul style="list-style-type: none"> <li>The Schools Liaison Officer will visit Cromarty Primary school following recent laser pen incidents.</li> <li>The parking on pavements on the Denny and Church Street has been fed back to the Traffic Wardens in Dingwall who may plan a visit to Cromarty.</li> </ul>	
9	<p><b><u>Matter Arising</u></b></p> <p>9.1 (4 Follow up on CAB outreach project). This has been picked up by the CCP (item 6). <b>Discharged.</b></p> <p>9.2 (8 Contact PC Reid about visit to Youth Cafe following laser pen incident). GP to ask PC Reid to contact Wanda directly. <b>GP</b></p> <p>9.3 ( 9.1 Continue progress on travel plan). SA will be in touch with the school once the head teacher has returned to work. <b>Ongoing. SA</b></p> <p>9.4 (9.6 Contact HC to inform contractors about protection of Links). CF will chase up. <b>CF</b></p> <p>9.5 (9.9 Report damaged bus timetable and noticeboard). <b>Ongoing. CF</b></p> <p>9.6 (9.10 Update on replacement Hospital Road sign). <b>Ongoing. DA</b></p> <p>9.7 (9.11 Contact HC about Bank Street lorry access/damage issues and possible Traffic Management Plan for Cromarty). <b>Ongoing. CF</b></p> <p>9.8 (9.12 Address complaints with HC about brightness of new LED lights and revisit suggestion of energy efficiency of street lights). No further action. <b>Discharged.</b></p> <p>9.9 (9.13 Work on C&amp;DCC Facebook page). AM reported this is up and running and had 500 'likes' in the first week. JR and AM are currently posting on this. <b>Discharged.</b></p> <p>9.10 (9.14 Follow up on Ice Warning signs for Glenurquhart). <b>Ongoing. DA</b></p> <p>9.11 (9.15 Follow up on Ferry tender process after 8th March). No further information available from HC until 8th April. <b>Ongoing. JR</b></p>	

9.12	(9.16 Follow up Links issues and contact Craig and John Nightingale). JR had spoken to John Nightingale who was agreeable to the Links being opened for Easter. Members <b>agreed</b> and EQ will unlock the bollard. Cromarty Estate are planning to erect a “No Overnight Parking’ sign and monitor the use of the Links. EQ and JR had summarised the responses to date and a clear majority to date supports the opening of the Links to some form of traffic. There have been 63 responses to the survey so far and the C&DCC would like more. A deadline for responses will be published and reminders posted. <b>Ongoing.</b>	EQ  EQ, JR & GP
9.13	(9.17 Follow up on complaints about heating in the VH with the VHMC). EQ spoke to Alan Plampton of the VHMC. He said it would be helpful if Hall users recorded dates and times when the Hall was not warm enough, but added it does seem to have been a particular problem this winter. He also reminded users to turn heating back up if they have already turned it down (eg for fitness classes). <b>Discharged.</b>	
9.14	(9.19 Follow up contact with Plexus about updating software for the CL website. Gabriele to keep Kristina informed). <b>Ongoing.</b>	JR & GP
9.15	(17.5 Jacquie to research insurance and financial liabilities for CCs and Gabriele to contact Di Agnew and Vivienne for advice). GP reported that if a group is run by its own Trustees then it has to have its own insurance. <b>Discharged.</b>	
9.16	(17.8 JR pass on concerns of on-pavement parking to Craig and Gabriele to pass on to PC Reid). Covered in <i>item 8</i> . <b>Discharged.</b>	
9.17	(17.12 Pass on complaints regarding the cleanliness of the Allan Square public toilets to Craig). CF will chase up. <b>Ongoing.</b>	CF
9.18	(18.1 Monitor how C&DCC Facebook and Website work together). <b>Ongoing.</b>	JR & GP
9.19	(18.2 Research Data protection in relation to C&DCC’s use of email contacts etc and report back). EQ confirmed C&DCC is registered with the ICO (Information Commissioner's Office) and suggests awaiting the outcome of the Cromarty Survey before discussing further. <b>Ongoing.</b>	GP
10	<b><u>Gaelic Chapel</u></b>  Work is ongoing on the appointment of Trustees and setting up of charitable status.	CF

11	<p><b><u>Community Councillors' Portfolios</u></b></p> <ul style="list-style-type: none"> <li>• <b>Alan McDonald</b></li> </ul> <p>AM could not attend the last Gala Day meeting so EQ went along and reported that plans for the event are going very well. The week begins with a regatta and swim followed by a series of events, finishing with a family friendly party. EQ has allocated the Committee £100 petty cash to pay for incidentals.  <u>Next Gala Day meeting is 3rd May.</u></p>	
12	<p><b><u>Victoria Hall Report</u></b></p> <p>Alan Plampton, (VHMC) circulated the Victoria Hall Report to Members (Appendix B) prior to the meeting.</p>	
13	<p><b><u>Treasurer's Report</u></b></p> <p>EQ circulated her Report prior to the meeting and presented it to Members (Appendix C).</p> <p>EQ noted that the C&amp;DCC profit for the year was equivalent to the income from the C&amp;DCC publications and so will progress some ideas for increasing sales.</p> <p>EQ thanked the Youth Cafe for their contribution of £150 towards the repairs to the basketball hoop and board (<i>See Appendix B, item 7</i>).</p>	EQ
14	<p><b><u>Highland Councillors' Reports</u></b></p> <p><b>Craig Fraser</b></p> <ul style="list-style-type: none"> <li>• CF has been working on the Ship to Ship transfers and will share documents of interest with Cromarty Rising.</li> <li>• The potholes at Shoremill have been dealt with.</li> <li>• With regard to the state of some roads, letters may now be sent to landowners to remind them of their responsibilities with regard to debris/mud/water coming from their land onto public roads and causing damage.</li> <li>• The Sutor Viewpoint seats no longer had a 'view' because of the growth in the surrounding trees. John Nightingale will arrange to have them trimmed back.</li> </ul>	
15	<p><b><u>The Links</u></b></p> <p>Discussed under <i>Matters Arising 9.12</i>.</p>	
16	<p><b><u>Cromarty Ferry</u></b></p> <p>Discussed under <i>Matters Arising 9.11</i>.</p>	

17	<b><u>Correspondence</u></b>	
17.1	<b>Cromarty Firth Port Authority</b> has appointed a new Marketing Manager who would like to meet with CCs and increase local involvement, beginning with a Cromarty Firth Beach Clean.	
17.2	<b>Mapping Core Paths.</b> A request received from Avoch and Killen CC to identify Core Path sign and panels that require upgrading. CF will follow up.	CF
17.3	<b>Black Isle CC Meeting.</b> No Member was able to attend as it clashed with C&DCC's own meeting but several shared points were discussed such as Broadband, speeding, A9 intersection at Munloch and limited public transport to Dingwall. <u>Next meeting on 11th April.</u>	
17.4	<b>Black Isle Info.</b> In partnership with the Black Isle Tourism Team (BITT), Plexus has just launched a new version of this website at <a href="http://www.black-isle.info">www.black-isle.info</a> . EQ will look at the current posting for C&DCC and link to CL and the C&DCC Facebook page.	
17.5	Letter from resident received unhappy about the new sign restricting parking at the end of Shore Street for the Old Brewery only. EQ will look into this.	EQ
17.6	Craig Fraser reported an increase in fly tipping on the Shore Road site that HC has permission to use. Craig has followed up with the HC Waste Department and suggests the reinstalling of a gate to deter unauthorised tipping.	CF
18	<b><u>AOB</u></b>	
18.1	AM raised concern about the early timing of the last bus to Cromarty on Sundays.	
18.2	EQ raised the issue of continuity in C&DCC paperwork, especially for newly elected Members looking for background information when dealing with longstanding matters. It was suggested that Members have filed in the HMI anything that should be made available to all for future reference. GM will remind Members and create appropriate files.	GM
19	<b><u>Planning</u></b>  GP circulated the Planning Report prior to the meeting. (Appendix D). It was <b>agreed</b> that the C&DCC would continue to collate information regarding 'out of the ordinary' and <i>new</i> planning applications but anyone interested in following updates on <i>past</i> applications would find this information on the HC website.	

<b>20</b>	<p><b><u>Date of Next Meeting</u></b>  <b>Monday 25th April 2016 @ 7.30pm, Hugh Miller Institute,  Church Street, Cromarty.</b></p>	
	EQ thanked everyone for attending and for their input. The meeting concluded at 9.10pm.	

## Summary of Action Points

Reference	To whom allocated	Notes
5.3	Sativa & Craig	Sativa to email photographs of potholes to Craig who will follow up
5.5	Craig	Follow up on dumped car
9.2	Gabriele	Ask PC Reid to contact Wanda to arrange a visit
9.3	Sativa	Continue progress on travel plan with Primary School
9.4	Craig	Contact HC to inform contractors about protection of Links
9.5	Craig	Report damaged bus timetable and noticeboard
9.6	David	Update on replacement Hospital Road sign
9.7	Craig	Contact HC about Bank Street lorry access/damage issues and Traffic Management Plan for Cromarty
9.10	David	Follow up on Ice Warning signs for Glenurquhart
9.11	Jacque	Follow up on Ferry tender process after 8th April
9.12	Estelle	Unlock Links bollard to allow vehicle access
9.12	Jacque, Gabriele & Estelle	Advertise Survey deadline and reminders to residents
9.14	Jacque & Gabriele	Follow up contact with Plexus about updating software for the CL website. Gabriele to keep Kristina informed.
9.17	Craig	Follow up with HC the unclean state of Alan Square toilets
9.18	Jacque & Gabriele	Monitor how C&DCC Facebook and Website work together
9.19	Gabriele	Research Data protection in relation to C&DCC's use of email contacts etc once survey complete
13	Estelle	Follow up ideas for increasing C&DCC publication sales
17.2	Craig	Follow up mapping of core paths request

17.5	Estelle	Follow up new sign restricting parking opposite the Old Brewery
17.6	Craig	Follow up with Waste Dept ref Fly tipping on Shore Road
18.2	Gillian	Reminder to members about filing of paperwork

**Appendix A**  
**Agenda item 8**

04/03/16 - Another report of youths shining a laser pen at a bus driver in Cromarty. Again police attended but no youths traced in the area and the culprit/s were not known to the bus driver. It is unlikely that the persons responsible at primary school age from the description given but I am arranging for the school liaison officer for Cromarty Primary School to attend and speak with staff / the children. Apologies I have not been able to get to the youth café yet but it is certainly on my to do list and I would be keen to speak to those attending about this incident.

10/03/16 - Report of an internet fraud with the victim being resident in Cromarty. Likely to be a well organised scam with suspects living abroad.

That summarises the main incidents over the last month. As you will see another quiet month in terms of crime in your area which I am sure will be reassuring to the CC members and public. There were a few other calls dealt with in the Cromarty area over the month but these were not of a criminal nature.

If I am not able to make the meeting as planned please feedback any issues to me by email or phone via 101 and if I am on duty we can have a chat.

Regards,  
Sergeant Reid.

**Appendix B**  
**Agenda item 12**

**Cromarty & District Community Council Meeting - 21<sup>st</sup> March 2016**

**Agenda Item 12 - Victoria Hall Report**

1. The Hall has enjoyed another strong year for bookings. This will be shown in a full financial report for the year's activities at your April meeting. Although we are successfully delegating duties for bookings etc., please note that until further notice all Caretaking matters should be referred to Vivienne and Alan at 12 Bank Street as the Caretaker, Jeff Benjamin, is currently indisposed. His work will be done by temporary cover.

**ACTION - Information only, no action required.**

2. The Licence to Occupy renewal is still ongoing. Unfortunately no change from our last report, but it is expected that the new Licence will be agreed in time for renewal on 1<sup>st</sup> April 2016.

**ACTION - Information only, no action required.**

3. As part of the Hall's programme of work to improve the effectiveness of its existing heating system, we have instructed a contractor to complete an Energy Performance Certificate survey. This will take place on Wednesday 23<sup>rd</sup> March. Apart from providing the Hall with an EPC, the surveyor will also be making suggestions for effective insulation initiatives and potential alternative energy sources. In addition, once the Hall has an EPC, we will be able to apply for various funding that is often made available to Community Halls by many public and private organisations.

**ACTION - Information only, no action required.**

4. Emergency Resilience Project - A delay has occurred in laying the concrete base. Originally this had been caused by cold weather, but a serious family illness has meant that the chosen contractor has been unable to start. He has been asked to keep us apprised of his plans but if work does not commence this week, we shall have to consider finding an alternative contractor. All the other work is on schedule including the installations of the new auxiliary fuse board and convergence switch, which were completed last week.

**ACTION - Information only, no action required.**

5. As Members will already be aware from previous reports, the Hall has embarked on an extensive programme of electrical work in the Hall. Some of this work is connected to setting up the Hall as an Emergency Response Centre, some of it is remedial (mainly upgrading the ageing system and addressing our 'load' problem) and finally we are also undertaking work in preparation for a Public Entertainment Licence renewal application in November. As a result of discovering a 'phasing' problem on the main hall up lighters, we shall be fitting an additional alternative 'emergency' lighting system just above the existing fittings. We have identified that we can use the existing wiring from the hall's old heating system, which was left in place when the heating was replaced. This alternative system will greatly reduce the 'load' on the existing fuse boards, which themselves will also need upgrading. Finally, in preparation for the PEL renewal application, we have decided to shut off the showers located in the toilets behind the kitchen. At the time of our last PEL application (2013), the required PIR electrical report highlighted an issue with the showers' electrics. Effectively the Hall would need to remedy these problems prior to the renewal PIR inspection in 2016. Since then there have been three other

developments relevant to this problem. Firstly, we discovered that all the tiling in these showers would need to be replaced. Next the only users of these showers, Cromarty Football Club, are no longer operating and finally, after consultation with the Hall's plumbing contractor, we now know that the showers themselves would need to be replaced to conform with H&S requirements. The financial implications of such work would have been prohibitive but, more importantly, simply a pointless use of the Hall's Building Fund. Consequently we have instructed the electrical and plumbing contractors to commence disconnection.

**ACTION - Information only, no action required.**

6. Last year the Hall was asked to participate, by Historic Scotland appointed consultants, in a survey of all Scotland's Community Halls that were once Drill Halls. As a result of this survey, we are pleased to report that the Cromarty Victoria Hall has been included in the final list of Community Halls to be considered for inclusion as Listed Buildings. This list will be submitted to the relevant committee on 1<sup>st</sup> April 2016 and we have been told to expect that this application will be successful.

**ACTION - Information only, no action required.**

7. Youth Café Report - No further report since last meeting. The Youth Café has received a request from the Community Council for a contribution towards the replacement basketball board, recently repaired by the C&DCC, in the Victoria Park Multi-Court. The Youth Café committee are pleased to confirm a contribution of £150.

**ACTION - Information only, no action required.**

Alan Plampton

VHMC

**Appendix C**  
**Agenda item 13**

<b>Finance Report – Cromarty &amp; District Community Council</b>			
<b>Agenda Item No 13 - Treasurer's Report</b>			
<b>Period: 29/2/2016 to 20/3/2016</b>			
<b>General Income</b>			
Publications income	£	399.50	
Less:			
<b>General Expenditure</b>			
Secretarial Services - February	£	50.00	
Replacement of basket ball hoop	£	277.51	
<b>Increase/Decrease in Accumulated Fund</b>		<b>£71.99</b>	
<b>Fund Income</b>			
Less:			
<b>Fund Expenditure</b>			
Monday Club Fund - February lunches	£	196.00	
Emergency Resilience Fund - Autobuild	£	1,769.71	
Gala Day Fund - petty cash	£	100.00	
Gala Day Fund - band booking fee 2017	£	250.00	
<b>Increase/Decrease in Other Funds</b>		<b>-£2,315.71</b>	
<b>Net Assets</b>			
Bank & Cash in hand balances as at 20/03/16	£	7,156.52	
Accounts receivable	£	81.00	NTS
<b>Total Net Assets at 20/3/2016</b>	<b>£</b>	<b>7,237.52</b>	
<b>Comprising:</b>			
Community Council Accumulated Fund	£	1,304.26	
Provision for Guide Book reprinting	£	393.30	138 sold at £2.85 cost
Seaplane Plinth Fund	£	48.93	
Bonfire Night Fund	£	1,102.86	
Splash & Dash Fund	£	721.72	
Monday Club Fund	£	317.30	
Community Christmas Fund	£	-	
Gala Day Fund	£	4,109.33	
Emergency Resilience Fund	-£	960.18	
Tractor Operations Fund	£	200.00	
	<b>£</b>	<b>7,237.52</b>	
Estelle Quick 20/03/16			

**Appendix D**  
**Agenda item 19**

New Planning Applications

16/01217/FUL | Change of use of boatshed to coffee shop with outdoor seating area | Boatshed Cromarty

16/01106/FUL | Erection of summerhouse and erection of fences and gates | Harbour View 4 Coastguard George Street Cromarty IV11 8YL

16/00321/FUL | Alterations, installation of air source heat pump, erection of extension & summerhouse with solar panels | Ellison House 21 High Street Cromarty IV11 8UZ