



Cromarty and District Community Council

Minutes of the
Extraordinary Meeting
held on
Monday 21st April 2020, 7.30pm
via video link due to Covid-19 restrictions

Present

Community Councillors: Peter Ratcliffe (PR) Chair, Diane Brawn (DB) Secretary, Alan Plampton (AP) Treasurer, Tiffany Jones (TJ), Kari Macgee (KM), Gabriele Pearson (GP) & Nigel Shapcott (NS)

Highland Councillor(s): -

Community Council Minute Secretary: Gillian McNaught

**Minutes
Adopted
27.4.2020**

1	<p><u>Chairman's Welcome</u></p> <p>PR welcomed everyone to the video conference meeting.</p> <p><u>Apologies:</u> Gregor Fox (GF) & Cllr Craig Fraser (CF)</p>	
2	<p><u>Recording of Emergency C&DCC Minutes & Approval of previous Special Meeting Minutes, 14.2.2020.</u></p> <p>2.1 The minutes of 14.4.2020 were approved by DB and seconded by AP.</p> <p>2.2 After discussion, Members agreed that the additional C&DCC Covid-19 meetings (currently weekly) be called 'Extraordinary Meetings' and stand as meetings in their own right.</p> <p>2.3 Members agreed that Extraordinary <i>Draft</i> Minutes will be sent to Members only as soon as prepared by the Minute Secretary. These will be <i>Adopted</i> at the following meeting and circulated to the public immediately thereafter.</p> <p>End</p>	GM
3	<p><u>Matters Arising from Special meeting, 14th April 2020</u></p> <p>3.1 (2.3 Follow up with Blythswood the possibility of Cromarty's own food and donations bank). KM confirmed she is able to issue food vouchers and will have emergency food boxes with provisions for up to 3 days available locally next week. KM will liaise with the Cromarty Medical Practice regarding food vouchers and with Blythswood about local food donations. Ongoing.</p> <p>(cont)</p>	KM

(cont) 3.2	(2.6 Report back on provision of donated hand sanitiser for local businesses). NS reported that stocks available for public use in the surgery and local shops are good and he will continue to monitor. Ongoing.	NS
3.3	(2.9 Follow up with HC and HAC the difficulties of identifying those who require support from the HAC). AP reported that HAC boxes have arrived with local residents who are on the 'shielded' list. However, one of these contained an out of date tin of meat which Members agreed was wholly unacceptable. AP will report to HC/HAC. Ongoing.	AP
3.4	(2.12 Tiffany send information about Apps and Health Advice to Diane). Done. Discharged.	
3.5	(3.1 Follow up issues with School Vouchers and a change in system to now include local stores with HC). No update, but DB will follow up with CF. Ongoing.	CF & DB
3.6	(3.5 Report back on sustainability of projects following further meeting with Cllr Gordon Adams). Ongoing.	AP
3.7	(4.1 Report back on progress of applications to cover cost of shop deliveries from C&DCC accumulated fund). Following discussion after the meeting of 14.4.2020, GP emailed elected Members with concerns that the decision on payments to support deliveries lacked transparency. AP clarified several points in the interim, including the fact that payments were to encourage residents to adhere to the Government 'stay at home' policy and <i>not</i> to subsidise the Cromarty Store. Following detailed discussion, Members agreed to proceed with the financial support of the provisions delivery system and with the proposed funding applications to re-coup the monies committed to this community initiative. Members agreed in future, while recognising that decisions at this time required immediacy, any decisions would be agreed as a group and minuted accordingly.	AP & ALL
3.8	(4.2 Report back on discussion with CCP to support informal carers). NS reported there are several problems relating to volunteers covering for informal carers, including appropriate PVG Disclosure, availability of PPE and the potential to spread Covid-19 by someone who is asymptomatic. AP added that experience from the Resilience Project highlighted the issue of personal liability for any volunteer stepping over a threshold. AP in the meantime to report to HAC a local instance of immediate home care requirement. Ongoing.	AP
3.9	(4.4 Gregor suggest to Diane how the Littleburn Community Project could connect with young people for their views). DB awaiting a reply.	DB & GF
3.10 (cont)	(4.5 Send Kari updated information for inclusion in second and future editions of the Guidance Leaflet). KM is collating new information received for a second edition of the Guidance Leaflet and will send Members a Draft.	KM

(cont)		
3.11	(4.5 Diane give Nigel 50 copies of Guidance Leaflet for inclusion in newspaper deliveries). Done. DB thanked Gail Stuart Martin at the Cromarty Arts Trust for assistance. Discharged.	
3.12	(4.5 Put hard copies of Guidance Leaflet in the Cromarty Stores, display around town and post on Facebook and CL). Done. Discharged.	
End		
4	<u>Covid -19 Updates, including weekly Highland Council Conference Call</u>	
4.1	NS & PR reported that the HC Conference Call involving 13 people was difficult for Cllr Gordon Adam to run and highlighted the unsatisfactory lack of coordination of projects and support schemes set up locally.	NS & PR
4.2	The Black Isle Partnership (BIP) have appointed a funding Manager (<i>see Minutes 14.4.202, item 3.2</i>) who has started work immediately on a database of local needs.	
4.3	The HAC in Dingwall has distributed 450 meals to date to vulnerable people <i>not</i> on the Government's shielded list.	
4.4	Moray Firth Radio (MFR) financial support for families via Youth Café is ongoing.	AP
4.5	Tesco's Bags of Help scheme provides £500 for community projects. After discussion, AP will put together an application to encourage Cromarty Primary School children to grow fruit, herbs and vegetables at home.	AP
4.6	The Karen Napier Award (<i>Minutes 14.4.2020, item 2.5</i>) has disbursed £2,900 to support 59 individuals locally to date.	NS
4.7	GP was assured that in the light of Covid-19 affecting care homes nationwide, that Shoremill Residential Home is aware the C&DCC can offer help in future if required.	
4.8	AP informed Members that a volunteer based in North Kessock is organising the making of scrubs from clean linen for the NHS. To date, 3-400 sets of scrubs have been sewn by volunteers using a simple template. Linen can be donated and transported to Kessock from Cromarty if required.	AP
4.9	GP received a written update from Marcel Gommers at Cromarty Stores . Measures already implemented to protect residents and staff have been working well and stock levels are good. Marcel has spent a lot of time recently keeping in touch with suppliers and food producers and planning expansion of the shop team to alleviate the workload on all staff.	GP
End		

5	<u>Any Other Business</u>	
5.1	NS proposed that the Generator in the Sheddie required checking. AP will contact local electricians to ask if they would be able and willing to do this while the premises are closed to the public. <i>Minute Secretary note: NS left the meeting at this point</i>	AP
5.2	Garden Bonfire - a complaint from a resident was discussed and Members agreed to respond in writing to remind people to be respectful of neighbours, particularly at this time of lockdown.	DB
5.3	A concern had been raised regarding social distancing at the Cromarty Arms and was now in the hands of the Police.	
5.4	AP reported that due to current circumstances, HC will accept draft accounts from all Highland CCs in order to release the HC annual grant.	
End		
6	<u>Date of next meeting</u>	
6.1	The next <u>Ordinary meeting</u> as scheduled on Monday 27th April 2020 @ 7.30pm via video conference.	
6.2	It was recognised that emergency meetings may need to be held at short notice for the time being.	
End		
	PR thanked everyone for attending and the meeting concluded at 8.45 pm.	

Summary of Matters Arising & Action Points

Reference	To whom allocated	Action
2.3	Gillian	Administrate Extraordinary meetings as minuted
3.1	Kari	Discuss with GP surgery potential recipients of food parcels and with Blythswood the possibility of food bank donations in Cromarty
3.2	Nigel	Continue to monitor the stock of donated hand sanitiser in public spaces
3.3	Alan	Report to HC/HAC the delivery of out of date tinned meat in a food parcel
3.5	Diane & Craig	Diane to ask Craig about progress with HC regarding School Vouchers and a change in system to now include local stores

3.6	Alan	Report back on sustainability of projects following further meeting with Cllr Gordon Adams
3.7	Alan	Continue as agreed to support Cromarty Store home deliveries
3.7	Alan	Proceed with applications to re-coup funds to support above project
3.7	All	Proceed with agreement that decisions are made collectively by Members and ensure minuting of process
3.8	Alan	Report immediate local requirement for home care
3.9	Gregor and Diane	Gregor feedback to Diane ref: Littleburn Project as minuted
3.10	Kari	Draft second edition of the Guidance Leaflet
4.1	Peter & Nigel	Report back to Members on future HC Conference Calls
4.4	Alan	Report back on future support by MFR through Youth Café
4.5	Alan	Complete an application for Tesco's "Bags of Help Fund" as minuted
4.6	Nigel	Report back on support provided by the Karen Napier Award
4.8	Alan	Coordinate collection and delivery of clean linens to North Kessock for Scrubs, if required
4.9	Gabriele	Report back on future updates from Comarty Stores.
5.1	Alan	Ask electricians about possibility of checking the Sheddie generator
5.2	Diane	Send response as minuted to resident regarding garden bonfires