



# Cromarty and District Community Council

Minutes of the meeting held on  
**Monday 29th June 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), Gregor Fox (GF), Treasurer, Tiffany Jones (TJ), Gabriele Pearson (GP) & Nigel Shapcott (NS)

**Youth Representative(s):** -

**Highland Councillor(s):** Cllr Craig Fraser (CF)

**Police Scotland: Member(s) of the public:** -

**Community Council Minute Secretary:** Gillian McNaught

**Minutes**  
**Approved**  
**27.7.2020**

<b>1</b>	<b><u>Chairman's Welcome</u></b>  PR welcomed everyone to the video conference meeting.  <b><u>Apologies:</u></b> Kari Macgee (KM).	
<b>2</b>	<b><u>Declarations of Interests</u></b>  <b>2.1</b> NS declared interests: (a) Clerk of the Cromarty Harbour Trust (b) Director of Cromarty Community Development Fund (c) Trustee of Cromarty Care Project  <b>2.2</b> CF declared interests: (a) Trustee of the Cromarty Harbour Trust  End	
<b>3</b>	<b><u>Approval of Previous Minutes of previous meetings</u></b> <b><u>Ordinary scheduled meeting 25.5.20 &amp; Extraordinary Meeting 23.6.20</u></b>  <b>3.1</b> The minutes of 25.5.2020 were approved by DB and seconded by PR.  <b>3.2</b> The minutes of 23.6.2020 were approved by DB and seconded by PR.  End	
<b>4</b>	<b><u>Youth Issues</u></b>  End No report required this month.	
<b>5</b>	<b><u>Police Report</u></b>  End No report received this month.	

6	<b><u>Matters Arising from previous minutes, 25th May 2020</u></b>	
	<i><u>C-19 items can only be dealt with after Covid 19 restrictions are lifted.</u></i>	
6.1	(6.5 Update on a community designed “Welcome to Cromarty’ sign on the Shore Road, with design involvement from Youth Cafe). <b>Ongoing. C-19</b>	GP
6.2	(6.6 Report when work is proposed to start on East Church repairs). Works on hold due to current circumstances. <b>Ongoing. C-19</b>	CF
6.3	(6.7 Report back on road issues/repairs progress). HC are undertaking minimal repairs due to current circumstances but CF is passing on issues as they arise. <b>Ongoing. C-19</b>	CF
6.4	(6.8 Confirm whether Community Payback Scheme can tidy up the burial ground and sheltered housing paths in current climate). Postponed until a later date. <b>Ongoing. C-19</b>	CF
6.5	(6.9 Diane follow up with Jacquie Ross for update on Traffic Management Proposals for Cromarty). <b>Ongoing. C-19</b>	DB
6.6	(6.11 Continue to liaise with HC about a survey of the Links Shrubbery). <b>Ongoing. C-19</b>	CF
6.7	(6.12 Report back on request for information re: discrepancy of ownership records for Hugh Miller Monument). Member of staff dealing with this still furloughed. <b>Ongoing. C-19</b>	AP
6.8	(6.13 Arrange for refresher resilience training workshop for the C&DCC when appropriate). To be dealt with after lockdown. <b>Ongoing. C-19</b>	AP
6.9	(6.14 Report back on progress of Bank of Scotland Mandates changes). To be dealt with after lockdown. <b>Ongoing. C-19</b>	AP
6.10	(6.15 Report back after lockdown, on repair of roof leaks in the Hall and proposed Carbon Neutral project). Contractor appointed and survey reported to HC, but progress halted due to lockdown. <b>Ongoing. C-19</b>	AP
6.11	(6.16 Report back on any progress from HC Planning regarding a Liaison group to monitor Nigg Development and impact on communities). <b>Ongoing. C-19</b>	CF
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6.12	(6.17 Review the Links closure at each C&DCC meeting). <b>Ongoing.</b>	<b>GM</b>
6.13	(6.18 Revisit discussions with C&DCC sub committee Events groups once current situation eased). <b>Ongoing. C-19</b>	<b>AP</b>
6.14	(6.19 Report back on any progress with HC the repairs required urgently on the Davidston to Farness Road). CF emailed Iain Moncrieff to include in a site meeting this week. <b>Ongoing.</b>	<b>CF</b>
6.15	(6.20 Update Members on rescheduling of the A9/Munlochy junction road safety meeting). CF raising at HC meetings to keep issue highlighted. <b>Ongoing. C-19</b>	<b>PR</b>
6.16	(6.21 Report back on request to HC to fill potholes at burial ground). <b>Ongoing. C-19</b>	<b>CF</b>
6.17	(6.22 Follow up for a response from HC about damage to the steps at start of Ladies Walk). No further progress. <b>Ongoing. C-19</b>	<b>CF</b>
6.18	(6.23 Consider the changes suggested by Jon, Gillian & Gregor for updating CL website). GM forwarded the proposals to Members. <b>Ongoing.</b>	<b>ALL</b>
6.19	(6.25 Report back when architect plans for Townlands Housing are received from Albyn Housing). No progress due to current circumstances. <b>Ongoing. C-19</b>	<b>DB</b>
6.20	(6.28 Join PoCF CC virtual meeting, 4th June). PR & DB attended and circulated to members the powerpoint report. Next meeting July. <b>Discharged.</b>	<b>PR &amp; DB</b>
6.21	(6.29 Research problem of uploading some files to CC Facebook). Done. <b>Discharged.</b>	
6.22	(6.35 Circulate to Members the Beat the Bug logo for use in CC leaflets and publicity). Displayed in the BIP newsletter. <b>Discharged.</b>	
6.23	(10.1 Report on repair of manhole cover at Forsyth Place). CF expressed thanks to Scottish Water for work completed. <b>Discharged.</b>	
6.24	(12.1 Research possible alternative internet meeting provider). Members <b>agreed</b> to continue with the 'Wherby' platform. <b>Discharged.</b>	
6.25	(12.2 Monitor HC grass cutting, in particular the burial grounds as minuted). Members reported that more areas have been cut and to a better standard. Complaint received from resident about the about careless use of weedkiller around properties and pavements. This has been fed back to HC and CF has shared correspondence with the resident. <b>Discharged.</b>	
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<b>6.26</b>	(12.3 Request proposal details from Church Street businesses on a transition re-opening). Discussed but no consensus. <b>Discharged.</b>	
<b>6.27</b>	(12.3 Request information from HC about temporary road closures). Not required due to above discussions. <b>Discharged.</b>	
<b>6.28</b>	(12.4 Re-schedule C&DCC AGM when rules allow). Delayed until further notice. <b>Ongoing. C-19</b>	<b>ALL</b>
End		
<b>6a</b>	<b><u>Matters Arising from previous Extraordinary Meeting 23.6.20</u></b>	
<b>6a.1</b>	(3.1 Report back to Members on future HC Weekly Conference Calls). Next meeting 30.6.20). <b>Ongoing.</b>	<b>CF, PR &amp; NS</b>
<b>6a.2</b>	(3.1 Draft a short survey as minuted for discussion at Monday's meeting). Members <b>agreed</b> GF's suggestions with the addition of the following: (1) What services and support would 16-25 years olds like to see? (2) An 'additional comments welcome' section	<b>GF</b>
<b>6a.3</b>	(3.1 Research accessibility of support available to 16-25 year olds). A simple web search brings up a wide range of help for this age group. <b>Discharged.</b>	
<b>6a.4</b>	(3.2 Report back further on possible support due to high bus fares for young people). Detailed information of funding available posted in the July edition of the Cromarty Newsletter. <b>Discharged.</b>	
<b>6a.5</b>	(3.3 Update Members on appointment of Assistant Youth Worker). Following virtual interviews, Fraser Thomson was offered and accepted the post of AYW. An additional 5 hours has been offered to a second interviewee to support Fraser and to deliver funded projects. Further discussion with the Middleton Trust will take place to ascertain the future levels and duration of funding and AP will produce a set of figures accordingly. <b>Ongoing.</b>	<b>AP</b>
<b>6a.6</b>	(3.5 Update Members on Cromarty Store volunteer services). NS reported that the number of volunteers has reduced but help is still being received for newspaper, provision, voucher and 'meals on wheels' services. <b>Ongoing.</b>	<b>NS</b>
<b>6a.7</b>	(3.5 Report back on proposed completion of rubbish clearance at Whitedykes). KM reported prior to meeting by email that, " <i>partial clear up was done by a reduced team (manpower and time) and they prioritised the refuse that they thought would be most dangerous. Once the team is back at full strength, they will come back and clear the remaining items such as the mattresses</i> ". <b>Ongoing.</b>	<b>KM</b>
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<b>6a.8</b>	(3.8 Follow up the quote requested for initial tree surgery on 100 Steps). In progress. <b>Ongoing.</b>	<b>KM</b>
<b>6a.9</b>	(3.8 Once quote received for above, submit funding package application to BIP for wellbeing projects, including the 100 Steps) AP awaiting information in <i>item 6a.8.</i> <b>Ongoing.</b>	<b>AP</b>
<b>6a.10</b>	(3.9 Follow up with Zurich insurance once tree surgery quote received (3.8). In progress. <b>Ongoing.</b>	<b>AP</b>
<b>6a.11</b>	(3.10 Follow up as minuted about slow timescale to reinstate First Responders). No update yet. <b>Ongoing.</b>	<b>GP</b>
<b>6a.12</b>	(3.11 Report back on support required by Cromarty Primary School from CCP fundraising). CCP awaiting further information from the school. <b>Ongoing.</b>	<b>NS</b>
<b>6a.13</b>	(3.12 Post on public spaces available for June meeting on Facebook and send to Gregor. Done. <b>Discharged.</b>	
<b>6a.14</b>	(3.12 GF share above Facebook post with peers). Done. <b>Discharged.</b>	
<b>6a.15</b>	(5.2 Follow up complaint of untidiness near Buoy Store with the Harbour Trust). NS reported most heavy items have been removed and a further tidy of space will take place in due course. <b>Discharged.</b>	
<b>6a.16</b>	(5.3 Report on progress on Tesco Bags of Help project). Funds are in the Bank. Discussions with the Primary School about how the project can be implemented are in progress ( <i>Minutes 23.6.2020, item 5.3</i> ). <b>Ongoing.</b>	<b>AP</b>
End		
<b>7</b>	<b><u>Treasurer's Report</u></b>	
<b>7.1</b>	AP circulated the following reports prior to the meeting; Treasurer's Report ( <b>Appendix A</b> ).  There were no further questions and AP was thanked for his report.	
End		
<b>8</b>	<b><u>Victoria Hall Management Committee (VHMC) Report</u></b>	
<b>8.1</b>	AP circulated the VHMC Report prior to the meeting ( <b>Appendix B</b> ) AP was thanked for his input.	
End		

<b>9</b>	<b><u>Community Councillors' Portfolios</u></b>	
<b>9.1</b>	<b><u>Gabriele Pearson</u></b> Planning applications - no new applications	
<b>9.1a</b>	<b>Roads</b> - GP has approached HC regarding a new track at Farness.	<b>GP</b>
<b>9.2</b>	<b><u>Peter Ratcliffe</u></b> The Nigg slipway is currently condemned but following slipway repairs scheduled for this year, it is anticipated the <b>Ferry</b> will resume normal service in Spring 2021.	
<b>9.3</b>	<b><u>Kari Macgee</u></b> KM has agreed to take on <b>Tourism and Traffic Management Plan for Cromarty Portfolios</b> .	<b>KM</b>
<b>9.4</b>	<b><u>Tiffany Jones</u></b> TJ will meet 'virtually' with GP to discuss supporting her portfolio items.	<b>TJ &amp; GP</b>
End		
<b>10</b>	<b><u>Craig Fraser, Highland Councillor (HC) Report</u></b>	
<b>10.1</b>	CF highlighted advance notice of a full public consultation in October 2020 of <b>Inner Moray Firth Development Plan</b> .	
End		
<b>11</b>	<b><u>Correspondence</u></b>	
<b>11.1</b>	Following a request for information, a full report on the furloughing of HC staff will come before the Council in July.	
<b>11.2</b>	Notice of a virtual EGM of the <b>Highlands Small Communities Housing Trust</b> on 16.7.2020, to adopt a change in the company name to 'Communities Housing Trust'.	
<b>11.3</b>	Several complaints have been raised by residents about current <b>rig noise, moorings and movements</b> . Following discussion, it was <b>agreed</b> that Members continue to encourage Residents to lodge concerns through the HC website. PR will also write to the Port of Cromarty Firth to register disappointment that advance information about rig movements is not forthcoming which could help reduce the number of complaints the organisation receives.	<b>PR</b>
<b>11.4</b>	Dr Jill Stoner has highlighted that some young people do not have access to a printer for their studies while the Library is closed. Following discussion, AP will ask the new Assistant Youth Worker to research the need for this.	<b>AP</b>
End	<i>(Minute Secretary Note: CF left the meeting at this point).</i>	

<b>12</b>	<b><u>AOB</u></b>	
<b>12.1</b>	With food outlets currently offering takeaway meals and drinks, AP is concerned that the number of waste bins and the frequency of collections will be inadequate, particularly in the Harbour area. DB will email CF to follow up with the HC and NS & PR will raise at tomorrow's HC weekly meeting.  <i>(Minute Secretary Note: NS left the meeting at this point).</i>	<b>DB NS&amp; PR</b>
<b>12.2</b>	<b>Set Meeting Dates</b> - Members <b>agreed</b> schedule an ordinary meeting via Whereby on the <u>27th July 2020</u> and confirm the 2020-2021 meeting dates then.	<b>ALL</b>
<b>12.3</b>	Members <b>agreed</b> that weekly emergency meetings would cease for the time being, but reserve the right to call a meeting if required.	<b>ALL</b>
<b>12.4</b>	Members <b>agreed</b> that in the meantime and in view of Covid-19, Members would continue to conduct business through email and be proactive in these exchanges.	<b>ALL</b>
End		
<b>13</b>	<b><u>Date of next meeting(s)</u></b>	
<b>13.1</b>	Next Ordinary Meeting, <b>Monday 27th July 2020 @ 7.30pm via Whereby video conference.</b>	
	PR thanked everyone for attending and the meeting concluded at 21.50 hours.	

## Summary of Matters Arising & Action Points

### Ordinary Meeting 25.5.20

Reference	To whom allocated	Notes
6.1	Gabriele <b>C-19</b>	Update on a community designed "Welcome to Cromarty" sign on the Shore Road, with design involvement from Youth Cafe
6.2	Craig <b>C-19</b>	Report when work is proposed to start on East Church repairs
6.3	Craig <b>C-19</b>	Report back on any progress of road issues/repairs
6.4	Craig <b>C-19</b>	Confirm whether Community Payback Scheme can tidy up the burial ground and sheltered housing paths in current climate
6.5	Diane <b>C-19</b>	Diane follow up with Jacquie Ross for update on Traffic Management Proposals for Cromarty
6.6	Craig <b>C-19</b>	Continue to liaise with HC about a survey of the Links Shrubbery
6.7	Alan <b>C-19</b>	Report back on request for information re: discrepancy of ownership records for Hugh Miller Monument
6.8	Alan <b>C-19</b>	Arrange for refresher resilience training workshop for the C&DCC when appropriate

6.9	Alan <b>C-19</b>	Report back on progress of the change of Bank of Scotland Mandates after lockdown
6.10	Alan <b>C-19</b>	Report on repair of roof leaks in the Hall and proposed Carbon Neutral project after lockdown,
6.11	Craig <b>C-19</b>	Report back on any progress from HC Planning regarding a Liaison group to monitor Nigg Development and impact on communities
6.12	Gillian	Review of Links closure to vehicle access on each agenda
6.13	Alan <b>C-19</b>	Revisit discussions with C&DCC sub committee Events groups once current situation eased
6.14	Craig	Report back on any progress with HC the repairs required urgently on the Davidston to Farness Road after HC site meeting
6.15	Peter <b>C-19</b>	Update Members on rescheduling of the A9/Munlochy junction road safety meeting
6.16	Craig <b>C-19</b>	Report back on request to HC to fill potholes at burial ground
6.17	Craig <b>C-19</b>	Follow up for a response from HC about damage to the steps at start of Ladies Walk
6.18	ALL	Consider changes suggested by Jon, Gillian & Gregor for updating CL website
6.19	Diane <b>C-19</b>	Report back when architect plans for Townlands Housing are received from Albyn Housing
6.20	Diane & Peter	Join PoCF CC July virtual meeting
6.28	ALL <b>C-19</b>	Reschedule AGM when Covid restrictions allow public meeting
9.1a	Gabriele	Report back on response from HC to new track at Farness
9.3	Kari	Take on Tourism and TMP portfolio items
9.4	Tiffany & Gabriele	Discuss support for Gabriele's portfolio items
11.3	Peter	Write to P of CF regarding rig noise as minuted
11.4	Alan	Ask the AYW to research the need for printing facilities for young people
12.1	Diane	Email Craig regarding request for extra waste bins and uplifts in relation to increase in takeaway food trade
12.1	Nigel & Peter	Raise issue of increase in use of takeaway food cartons at HC weekly meeting
12.2	ALL	Confirm meeting dates at July Meeting
12.3	ALL	Be ready to take part in an emergency meeting at short notice if required
12.4	ALL	Continue to conduct C&DCC business by email between meetings and be proactive in response



## Summary of Matters Arising & Action Points

### Extraordinary Meeting 23.6.20

Reference	To whom allocated	Notes
6a. 1	Craig, Nigel & Peter	Report back to Members on weekly HC meetings
6a.2	Gregor and ALL	Progress on youth survey drafted by Gregor
6a.5	Alan	Report on AYW matters, including MT funding as minuted
6a.6	Nigel	Report back on voluntary services
6a.7	Kari	Report on clearance of remaining fly tipping clearance at Whitedykes
6a.8	Kari	Report back on quote for tree feeling at 100 Steps
6a.9	Alan	Submit package of funding once quote received (6a.8)
6a.10	Alan	Follow up with Zurich insurance once quote for tree work on 100 Steps has been received (6a.8)
6a.11	Gabriele	Report back on reinstatement of First Responders
6a.12	Nigel	Report back on any update of requirement at the Primary school for the CCP funds
6a.16	Alan	Report back on progress of Tesco Bags of Help project

**Agenda item 5.1**  
**Appendix A**

<b>Cromarty &amp; District Community Council Meeting</b>				
<b>Held on Monday 29th June 2020</b>				
<b>Agenda Item No 7 - Treasurer's Report</b>				
<b>Statement of Financial Position at 28th June 2020</b>				
	£	£	£	
<b>Net Assets</b>		<b>Movement</b>	<b>at 24/5/20</b>	
Bank & Cash in hand balances as at 28th June 2020	14,048.13	333.27	13,714.86	
Paypal Balance as at 28th June 2020	0.00	0.00	0.00	
Amounts Receivable	0.00	0.00	0.00	
Amounts Payable	0.00	0.00	0.00	
<b>Total Net Assets at 28th June 2020</b>	<b>£14,048.13</b>	<b>333.27</b>	<b>£13,714.86</b>	
	£	£	£	
<b>Represented by:</b>				
C&DCC Accumulated Fund Reserves at 1st April 2020 ***	2,620.63	0.00	2,620.63	
Surplus/Deficit for the year to date	-384.60	-99.94	-284.66	
	2,236.03	-99.94	2,335.97	
Community Amenities Fund (formerly CDF)	1,063.67	0.00	1,063.67	
Emergency Resilience Centre Fund	87.66	0.00	87.66	
Covid-19 Resilience Fund	149.21	433.21	-284.00	
Provision for Guidebook reprinting at 28th June 2020	78.75	0.00	78.75	
<b>Net C&amp;DCC Reserves</b>	<b>3,615.32</b>	<b>333.27</b>	<b>3,282.05</b>	
<b>Cromarty Event Funds</b>				
Bonfire Night Fund	2,072.14	0.00	2,072.14	
Seaplane Plinth Fund	48.93	0.00	48.93	
Gala Fund	4,446.13	0.00	4,446.13	
Splash & Dash Fund	126.00	0.00	126.00	
Open Gardens Fund	6.86	0.00	6.86	
Gluren bij de Buren Fund	202.06	6,902.12	0.00	202.06
<b>Other Community Funds</b>				
Monday Lunch Club Fund	422.75	0.00	422.75	
Cromarty Rising Fund	2,298.42	0.00	2,298.42	
Gritting Fund	809.52	0.00	809.52	
	<b>£14,048.13</b>	<b>333.27</b>	<b>£13,714.86</b>	
<b>*** Subject to change in Final 2019/20 Accounts</b>				
Alan Plampton 28/06/2020				

**Agenda item 8**  
**Appendix B**

**Cromarty & District Community Council Meeting – 29<sup>th</sup> June 2020**

**Agenda Item 8 – Victoria Hall Report**

- 1. Hall Bookings** As there are relatively few bookings in July and August (all the weddings have rebooked for 2021), it is proposed that these months are used to complete repairs and redecoration in the Hall. Subject to Scottish Government guidelines the Hall will attempt to recommence 'normal' business from 1<sup>st</sup> September.

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

- 2. Youth Cafe** Interviews for a new Assistant Youth Worker were successful and an appointment has been made from 1<sup>st</sup> July 2020. Contractual details are dependent on funding. Details to follow once confirmed.

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

Alan Plampton, VHMC

28/06/20