



# Cromarty and District Community Council

## Minutes of the

Inaugural Meeting of the new C&DCC following elections  
and the ordinary meeting held immediately after on  
Monday 25th November 2019, in the Hugh Miller Institute at 7.30pm

**Draft**  
**Minutes**  
**25.11.2019**

### **Present at Ordinary Meeting**

**Community Councillors:** Diane Brawn (DB) Secretary, Alan Plampton (AP) Treasurer, Marcel Gommers (MG), Gabriele Pearson (GP) & Peter Ratcliffe (PR)

**Youth Representative(s):** Tilly Grist (TG))

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

**Police Scotland: -**

**Member(s) of the public:** Natalie Murray (NM), Assistant Youth Worker, Tom Henderson (Udale Farm) & Jon Palmer (JP), Editor of Cromarty Newsletter

**Community Council Minute Secretary:** Gillian McNaught

	<p><b><u>Inaugural Meeting</u></b> <b><u>Present</u></b> <b>Community Councillors:</b> Diane Brawn (DB), Marcel Gommers (MG), Gabriele Pearson (GP), Alan Plampton (AP) and Peter Ratcliffe (PR). <b>Highland Councillor(s):</b> Cllr Craig Fraser <b>Community Council Minute Secretary:</b> Gillian McNaught</p> <p>Cllr Craig Fraser took the Chair as agreed on behalf of the Returning Officer, Di Agnew and welcomed everyone to the meeting.</p>	
1	<p><b><u>Appointment of Office Bearers</u></b></p> <p><b>(a) <u>Call for nominations for appointment of Chairperson</u></b> Nominations were proposed but declined due to commitments or other reasons. Alan Plampton proposed Gabriele Pearson as Chair <u>for this meeting only</u> and Diane Brawn seconded. It was <b>agreed</b> CCs would share the chairing of meetings until a permanent appointment is made.</p> <p>Cllr Craig Fraser then handed over the Chair of the meeting to GP.</p> <p><b>(b) <u>Call for nominations for appointment of Secretary</u></b> Gabriele Pearson proposed Diane Brawn. Marcel Gommers seconded. <b>Diane Brawn was duly elected as Secretary of the C&amp;DCC.</b></p> <p><b>(c) <u>Call for nominations for appointment of Treasurer</u></b> Diane Brawn proposed Alan Plampton. Gabriele Pearson seconded. <b>Alan Plampton was duly elected Treasurer of the C&amp;DCC.</b></p> <p>End</p>	ALL

<p><b>2</b></p> <p><b>2.1</b></p> <p><b>2.2</b></p> <p>End</p>	<p><b><u>Adoption of the Constitution and Standing Orders</u></b></p> <p>This was adopted by C&amp;DCC and signed by Gabriele Pearson (Chair for the meeting), Diane Brawn &amp; Marcel Gommers.</p> <p>GM to submit to Di Agnew for approval and signing.</p>	<p><b>GM</b></p>
<p><b>3</b></p> <p><b>3.1</b></p> <p>End</p>	<p><b><u>Associate Members</u></b></p> <p>Peter Ratcliffe proposed the C&amp;DCC appoint Associate Members at the January 2020 meeting. Diane Brawn seconded. <b>Agreed.</b></p>	<p><b>ALL</b></p>
<p><b>4</b></p> <p>End</p>	<p><b><u>Future Meeting Dates</u></b></p> <p>Gabriele Pearson proposed the meeting dates agreed at the 2019 AGM should stand. Peter Ratcliffe seconded. <b>Agreed.</b></p> <p>These are as follows:</p> <p>No December meeting  27th January 2020  24th February  23rd March  27th April  25th May  29th June, AGM @ 7pm, followed by an ordinary meeting at 7.30pm</p>	
<p><b>5</b></p> <p>End</p>	<p><b><u>AOCB</u></b></p> <p>None.</p>	
	<p><b><u>The Inaugural Meeting concluded at 7.35pm</u></b></p>	

1	<p><b><u>Ordinary Meeting</u></b></p> <p>GP welcomed TG and Members of the public to the meeting at 7.35pm and introductions took place.</p> <p><b><u>Apologies:</u></b> PC Scott Cameron (PC SC).</p>	
2	<p><b><u>Declarations of Interests</u></b></p> <p>2.1 Peter Ratcliffe - Secretary of the local Masonic Lodge.</p> <p>2.2 Alan Plampton - Treasurer of the Cromarty Youth Cafe.</p> <p>End</p>	
3	<p><b><u>Approval of previous Minutes, 28.10.2019</u></b></p> <p>3.1 The minutes were approved by DB and seconded by MG.</p> <p>End</p>	
4	<p><b><u>Youth Issues</u></b></p> <p>4.1 Several complaints received about potholes, especially on the Braehead. GP reminded the meeting there is an online reporting system on the HC website.</p> <p>4.2 <b>Cromarty Welcome Sign</b> - Youth cafe has suggested designing attractive welcome signs for the town, similar to Avoch. DB will in the first instance contact HC to discuss the status of the sign already reported missing on the Shore Road.</p> <p>4.3 NM reported that <b>Wanda Mackay</b>, Youth Development Officer is now back at work on a phased return.</p> <p>NM &amp; TG were thanked for their input and left the meeting at 7.35pm</p> <p>End</p>	<b>DB</b>
5	<p><b><u>Police Report</u></b></p> <p>5.1 PC Scott Cameron (PC SC) submitted a report (<b>Appendix A</b>) prior to the meeting and was thanked for this update</p> <p>End</p>	

<b>6</b>	<b><u>Matters Arising</u></b>	
<b>6.1</b>	(4.2 NM Keep CC updated on Yarn Bombing Project). <b>Ongoing.</b>	<b>NM</b>
<b>6.2</b>	(4a.1 Post call for more Cromarty Carers on C&DCC Facebook). DB will check. <b>Ongoing.</b>	<b>DB</b>
<b>6.3</b>	(4a.2 Attend CCP AGM as minuted). CCP will send copy of minutes, as GP unable to attend. <b>Discharged.</b>	
<b>6.4</b>	(5.1 Contact PC SC following no Police reports for several months). <b>Discharged.</b>	
<b>6.5</b>	(6.3 Follow up on missing grit bin from the surgery). CF confirmed a grit bin is readily accessible for this area. <b>Discharged.</b>	
<b>6.6</b>	(6.4 Contact Duncan Bowers regarding offer on sale of gritter). <b>Discharged.</b>	
<b>6.7</b>	(6.4 Contact gritter insurance company about imminent sale). AP will liaise with outgoing Treasurer, Estelle Quick. He informed Members that the new hand gritters will be stored in the Victoria Hall Shed and insured under the Hall's policy. <b>Discharged.</b>	
<b>6.8</b>	(6.5 Continue to monitor burial procedures). CF will keep check. <b>Discharged.</b>	
<b>6.9</b>	(6.6 Take on the organising of a visit to Youth Cafe through CCDT). <b>Discharged.</b>	<b>CCDT</b>
<b>6.10</b>	(6.8 Follow up about market stalls storage in Townlands Garages). Discussion took place about a solution. AP o discuss with current garage tenant, when the stalls needed rehoming, discuss with MG re the Townlands garage he was giving up and discuss with Community Groups if the stalls needed keeping at all. <b>Ongoing.</b>	<b>AP</b>
<b>6.11</b>	(6.9 Keep Members informed of 'Choose Life' events). DB and all BICC's will receive updates from Fortrose Academy. <b>Discharged.</b>	
<b>6.12</b>	(6.10 Keep Members informed of Townlands Barn plans meeting date). To be discussed at January meeting. <b>Ongoing.</b>	<b>CCDT</b>
<b>6.13</b>	(6.11 Continue to print and display copies at the Cromarty Store desk each month of the Cromarty Newsletters. Highlight news items requiring a quick public response). Done. <b>Discharged.</b>	
<b>6.14</b>	(6.13 Update Members on progress of East Church repairs). "A contract for an initial phase of repairs and maintenance was put out to tender with only one of five contractors submitting a cost which was not competitive. A site meeting has been held with the contractor to agree revised costs and a programme for work to be carried out". <i>Victoria Collison-Owen, Historic Churches Scotland.</i> <b>Ongoing.</b>	<b>CF</b>
(cont)		

(cont) <b>6.15</b>	(6.15 Update Members on the RTIF project progress). For discussion at the January meeting. <b>Discharged.</b>	<b>CCDT</b>
<b>6.16</b>	(6.16 Follow up with HC a smoother surface for Trishaw passengers as minuted). CF had discussions with Ian Moncreiffe, HC. <b>Ongoing.</b>	<b>CF</b>
<b>6.17</b>	(6.17 Arrange an alternative meeting date to raise Links issues with Erica MacArthur). The Links discussed under <i>item</i> 10.3. <b>Discharged.</b>	
<b>6.18</b>	(6.20 Follow up on road repairs not completed by HC, in particular Braehead). Discussions continue. <b>Ongoing.</b>	<b>CF</b>
<b>6.19</b>	(6.22 Request Community Payback Scheme to tidy up the burial ground and shelters housing paths). Discussions continue. <b>Ongoing.</b>	<b>CF</b>
<b>6.20</b>	(6.24 Follow up the the repair of the drain cover on the Denny). CF reported and was followed up by Scottish Water. <b>Discharged.</b>	
<b>6.21</b>	(6.26 Write to home owner regarding construction access). DB sent a reminder and awaits a reply. <b>Ongoing.</b>	<b>DB</b>
<b>6.22</b>	(6.27 Request HC to progress TMP proposals as minuted). MG will discuss current situation with outgoing CC Chair, Jacquie Ross. <b>Ongoing.</b>	<b>MG</b>
<b>6.23</b>	(6.30 Continue to communicate with Tom Henderson re: any issues with Biomass Boilers). <b>Ongoing.</b>	<b>GP</b>
<b>6.24</b>	(7.2 Assist with the hand over of Treasurer role). Discussed under <i>item</i> 7.2. <b>Discharged.</b>	
<b>6.25</b>	(8.6 Contact HC about the missing welcome sign on the Shore Road). Discussed under <i>item</i> 4.2. <b>Discharged.</b>	
<b>6.26</b>	(10.1 Compile hand over list regarding portfolio/action points etc). <b>Ongoing.</b>	<b>GM</b>
<b>6.27</b>	(10.3 Send CFPA Annual Review to Members). Done. <b>Discharged.</b>	
<b>6.28</b>	(10.4 Attend the Black Isle Tourism Team Autumn Network meeting as minuted). MG gave a summary to Members by email prior to the meeting. One change noted is that BITT see the CCs as an important means to help implement their Strategy at the most local level. They hope that every individual CC will have a Councillor willing to actively connect with BITT, other CCs and local relevant businesses and help deliver their Strategy. MG recommended the C&DCC continues to participate in these meetings and he agreed to continue Tourism in his portfolio. <b>Ongoing.</b>	<b>MG</b>
(cont)		

(cont) <b>6.29</b>	(11.1 Update on the permanent repair of deep Shoremill pothole). Temporary repair completed but not satisfactory. <b>Ongoing.</b>	<b>CF</b>
<b>6.30</b>	(11.2 Continue to liaise with HC about Links Shrubbery and Hugh Miller Monument). CF to establish ownership of the Monument. <b>Ongoing.</b>	<b>CF</b>
<b>6.31</b>	(11.3 Attend and update members on the November meeting with Stagecoach). A follow up meeting took place with the HC, Black Isle Councillors and passenger representatives. Following changes to Stagecoach's business model and new personnel, complaints have decreased since July. The next meeting will take place in May 2020. <b>Discharged.</b>	
<b>6.32</b>	(13.2 Organise Resilience Training Procedure with Nigel Shapcott once new CC in place). Refresher training for CC's will be co-ordinated by AP and will thereafter take place annually. <b>Ongoing.</b>	<b>AP</b>
End		
<b>7</b>	<b><u>Treasurer's Report</u></b>	
<b>7.1</b>	Estelle Quick circulated her final Treasurer's report ( <b>Appendix B</b> ) and hand over notes prior to the meeting.	
<b>7.2</b>	AP will liaise with EQ and produce an interim report before the January 2020 meeting.	<b>AP</b>
<b>7.3</b>	Members <b>agreed</b> the following changes to the Bank of Scotland mandates -  E Quick, J Ross and R Hogg to be replaced by A Plampton, D Brawn and M Gommers as signatories on all accounts, including online banking.	<b>AP</b>
End		
<b>8</b>	<b><u>Cromarty Community Development Trust (CCDT)</u></b>	
<b>8.1</b>	It was <b>agreed</b> by Members to discuss further with CCDT representatives at the January 2020 meeting.	<b>ALL</b>
End		
<b>9</b>	<b><u>Victoria Hall Management Committee (VHMC) Report</u></b>	
<b>9.1</b>	AP outlined discussions that have taken place regarding a Carbon Offset Project for the Victoria Hall to make future improvements to heating and lighting as environmentally friendly as possible. AP will progress and report back.  AP was thanked for his input.	<b>AP</b>
End		

<b>10</b>	<b><u>Community Councillors' Portfolios Review (Appendix C)</u></b>	
<b>10.1</b>	<p><b><u>Diane Brawn</u></b></p> <ul style="list-style-type: none"> <li>A Nigg Liaison Group meeting will take place on Wednesday 11th December at the NEP. DB will attend.</li> <li>DB wished to minuted a "thank you" to the four retiring Councillors; Jacquie Ross, Estelle Quick, Rosemarie Hogg and Kenny MacFarlane, for all their time and energy given to the C&amp;DCC. DB will write to all.</li> </ul> <p><b><u>Gabriele Pearson</u></b></p>	<p><b>DB</b></p> <p><b>DB</b></p>
<b>10.2</b>	<p><b><u>Marcel Gommers</u></b></p> <ul style="list-style-type: none"> <li><b>Planning Report</b> - There are two outstanding applications awaiting decision - the Daffodil Field site and Biomass Boilers.</li> </ul>	
<b>10.3</b>	<ul style="list-style-type: none"> <li>MG circulated a full report on <b>the Links</b> to Members prior to the meeting and this was discussed in detail. It was <b>agreed</b> MG would propose to John Nightingale that a 28 day Booking Diary be set up to allow vital unrestricted access for popular local events, particularly during the summer months.</li> </ul>	<b>MG</b>
End		
<b>11</b>	<b><u>Highland Councillor (HC) Report</u></b>	
<b>11.1</b>	A number of street lights are out, including lights on the Victoria Hall. CF will report to HC.	<b>AP &amp; CF</b>
<b>11.2</b>	CF has noted the grit bin damaged at the bottom of the Big Vennel and will report to HC.	<b>CF</b>
End		
<b>12</b>	<b><u>Correspondence</u></b>	
End	No additional correspondence.	
<b>13</b>	<b><u>AOB</u></b>	
<b>13.1</b>	MG has received several complaints from residents about the Cromarty GP service and has passed these on to MSP Kate Forbes. CF will assist in following up.	<b>CF &amp; MG</b>
<b>13.2</b>	Discussion took place about the low numbers of C&DCC Members and it was <b>agreed</b> to focus on actively talking to residents to recruit additional Councillors.	<b>ALL</b>
<b>13.3</b>	Discussion took place about the CL Website. This will be on January's agenda.	<b>GM</b>
<b>13.4</b>	Victoria Hall Management Committee requires two CC representatives for their committee. AP and PR both agreed.	<b>AP &amp; PR</b>
End		

<b>14</b>	<p><b><u>Date of next meeting</u></b>  <b>Monday 27th January 2020 @ 7.30pm at the Hugh Miller Institute, Church Street, Cromarty.</b></p>	
	GP thanked everyone for attending and the meeting concluded at 9.25pm. Chair for the January meeting to be confirmed.	

## Summary of Matters Arising & Action Points

Reference	To whom allocated	Notes
		<b>Inaugural Meeting</b>
1	All	Share the Chairing of meetings until a permanent appointment made.
2.2	Gillian	Send signed constitution for approval to Di Agnew
3.1	All	Appoint C&DCC Associate Members at the January meeting
		<b>Ordinary Meeting</b>
4.2	Diane	Contact HC to get an update on status of missing 'Welcome' Sign
6.1	Natalie	Keep C&DCC informed about progress of Yarn Bombing Project
6.2	Diane	Check if call for more Cromarty Carers has been posted on C&DCC Facebook
6.9	Transferred to CCDT	Take on the organising of a visit to Youth Cafe through their roles on CCDT
6.10	Alan	Report back when shed for market stalls storage has to be vacated
6.12	Transferred to CCDT	Keep Members informed of Townlands Barn plans meeting date
6.14	Craig	Update Members on progress of East Church repairs
6.15	Transferred to CCDT	Update Members on the RTIF progress from the project group
6.16	Craig	Follow up with HC a smoother surface for Trishaw passengers at junction of High St and Church St
6.18	Craig	Follow up on road repairs not completed by HC, in particular Braehead
6.19	Craig	Follow up request for Community Payback Scheme to tidy up the burial ground and shelters housing paths
6.21	Diane	Follow up contact with home owner regarding construction access
6.22	Marcel	Liaise with Jacquie on progress of TMP proposals
6.23	Gabriele	Continue to communicate with Tom Henderson re: any issues with Biomass Boilers



6.26	Gillian	Compile hand over list and update portfolios
6.28	Marcel	Keep Members informed of BITT progress
6.29	Craig	Update on the permanent repair of deep Shoremill pothole
6.30	Craig	Continue to liaise with HC about Links Shrubbery & establish owner of Hugh Miller Monument
6.32	Alan	Coordinate refresher Resilience training for C&DCC
7.2	Alan	Liaise with Estelle and produce interim Treasurer report before January 2020 meeting
7.3	Alan	Change Bank of Scotland Mandates as minuted
8.1	All	Discussions with CCDT at January meeting
9.1	Alan	Report back on proposed Carbon Neutral project
10.1	Diane	Attend Nigg meeting
10.1	Diane	Write to thank outgoing C&DCC members
10.3	Marcel	Propose to John Nightingale a '28 day diary' for Links use as minuted
11.1	Alan	Email reminder to Craig about Victoria Hall light outages
11.1	Craig	Contact HC about street lights out, including VH
11.2	Craig	Report damaged grit bin at Big Vennel to HC
13.1	Marcel & Craig	Report back on response from Kate Forbes MSP regarding GP Surgery complaints
13.2	All	Actively talk to residents about joining the C&DCC
13.3	Gillian	CL website on January Agenda
13.4	Alan and Peter	Alan liaise with Peter about joining the VH committee

**\* highlighted action points handed over to Cromarty Community Development Trust**

## **Agenda item 4.4**

### **Appendix A**

“POLICE REPORT 23/08/19 TO 22/11/2019

Firstly apologies for the gap in recent correspondence with yourselves – Annual leave, sickness and operational demands have left me short of time to populate reports.

Between 23/08/19 and 22/11/19 Police Scotland were involved in a number of advice/complaint related incidents.

This was broken down into ten advice/assistance calls with only one assistance call worthy of mention.

This being an unexploded WW1 ordinate which was located within a field belonging to Newton Farm. This assistance call is worthy of note as Army EOD staff attended and may have been visible in the Cromarty area. This was dealt with in a controlled manor and there was no issues disposing of the small ordinate with zero risk to the public.

There was one report of a minor road traffic matter which has been dealt with without Police intervention and one ongoing complaint of a minor vandalism dispute of personal property which is being progressed with no need for any further information.

With a gap in reports it is testament to the community as a whole that there is not a lot to report on from a Policing point of view nor any major concerns to raise with the community council.

Lastly as winter driving conditions are now upon us it is important to make sure our vehicles and road surfaces are kept in check. Making sure our vehicles are fit for purpose and making sure any road conditions that are likely to cause issue especially on rural community roads are reported.

Unfortunately I am not able to attend the meeting due to my current shift commitments but any issues that the Community Council may have or wish to raise please do not hesitate to get in touch.

Kind Regards

PC Scott Cameron N0377

## Agenda item 7.1

### Appendix B

<b>Finance Report – Cromarty &amp; District Community Council</b>				
<b>Agenda Item No 7 - Treasurer's Report</b>				
<b>Period: 28/10/19-22/11/19</b>				
<b>General Income</b>				
Publication sale - website		£6.74		
Less:				
<b>General Expenditure</b>				
Website order postage		£1.90		
<b>Increase/Decrease in Accumulated Fund</b>		<b>£4.84</b>		
<b>Fund Income</b>				
Bonfire Night Fund - takings		£449.54		
Bonfire Night Fund - donation		£50.00	John Nightingale	
Gritting Fund - sale of tractor		£3,200.00		
Gritting Fund - reimbursement of tractor insurance		£289.00		
Less:				
<b>Fund Expenditure</b>				
Monday Club Fund - October lunches		£131.25		
Gritting Fund - new gritting equipment		£2,862.80		
<b>Increase/Decrease in Other Funds</b>		<b>£994.49</b>		
<b>Net Assets</b>				
Bank & Cash in hand balances as at 22/11/19		£14,771.27		
Paypal - website sales		£81.56		
<b>Total Net Assets at 22/11/19</b>		<b>£14,852.83</b>		
<b>Comprising:</b>				
Community Council Accumulated Fund		£2,598.55		
Provision for Guide Book reprinting		£0.00		
Seaplane Plinth Fund		£48.93		
Bonfire Night Fund		£2,072.14		
Splash & Dash Fund		£126.00		
Monday Club Fund		£899.25		
Community Development Fund		£762.03		
Gala Fund		£4,661.35		
Emergency Resilience Fund		£242.72		
Open Gardens Fund		£6.86		
Gluren bij de Buren Fund		£202.06		
Cromarty Rising Fund		£2,423.42		
Gritting Fund		£809.52		
		<b>£14,852.83</b>		

**Agenda item 10**  
**Appendix C**



**Cromarty & District Community Council**

**Councillors' Ex-Officio Portfolios**

<b>ITEM</b>	<b>Lead Role</b>	<b>Supported By</b>
<b>Community Noticeboard</b>	Diane Brawn	
<b>Cromarty Care Project</b>	Gabriele Pearson	
<b>Cromarty Ferry</b>	Peter Ratcliffe	
<b>Communications (Facebook etc)</b>	Diane Brawn	
<b>Community Groups &amp; Events</b>	Alan Plampton	
<b>Cromarty Leaflets &amp; Booklets</b>	(Estelle Quick)*	Diane Brawn
<b>Cromarty Tractor/ Bus services &amp; Road Surfaces</b>	Gabriele Pearson	
<b>Dog Fouling</b>	Diane Brawn	
<b>Hugh Miller Institute Keys &amp; Bookings</b>	(Estelle Quick)*	
<b>Links/Beaches and Litter</b>	Marcel Gommers	Gabriele Pearson
<b>Middleton Trust</b>	Alan Plampton	
<b>Nigg Liaison &amp; Nigg Noise</b>	Diane Brawn	
<b>Planning</b>	Gabriele Pearson	
<b>Police Liaison</b>	Gabriele Pearson	
<b>Tourism</b>	Marcel Gommers	(Jon Palmer)*
<b>Victoria Hall</b>	Alan Plampton	

\* Non Councillor support role only

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