



Cromarty and District Community Council

Approved minutes of meeting held on

Tuesday 8th July 2025, 730pm

Virtually via Microsoft Teams and in person at The Victoria Hall

Present

Community Councillors: Paige Shepherd (PS) – Chairwoman, Alan Plampton (AP) – Treasurer, Andy Thurgood (AT) – Vice Chair and Nigel Shapcott (NS).

Youth Member: Allan Munro (AM) and Orlagh MacIver (OM)

Highland Councillor(s): Sarah Atkin (SA)

Member(s) of the public:

1. Chair's Welcome & Apologies

PS welcomed everyone to the meeting. Apologies received from Member - Alan Rycroft.

Everyone was in attendance at The Victoria Hall (there was no minute secretary present). The meetings continue to be recorded via Microsoft Teams.

2. Declarations of Interest

No changes since last meeting.

3. Approval of previous minutes – 27th May 2025

The minutes were approved by AT (subject to amendments sent round by AP earlier that week) and seconded by NS

4. Youth Issues

4.1 - Orlagh M:

Concerns raised about the longevity of the new flooring in The Youth Café area of the Victoria Hall if leaks in roof are not addressed, especially with winter approaching.

The bathrooms – kitchen roll keeps being removed (or various other factors) leaving the children with nothing to dry their hands on. Handtowels aren't in the holders (holders are broken), can Orlagh top them up when run out? To find a solution! **Action – AP.**

The new playpark is appreciated, but the surrounding mud needs proper flattening to prevent tripping hazards, especially for young children. Concerns were raised about not being informed proactively about the removal of old equipment from the larger play area.

4.2 - Allan M:

Graveyard path, can this be tidied up as part of the town tidy up? It is overgrown and dangerous. Nige and Paige will discuss the best way to go about this. **Action – NS & PS.**

5. Cromarty Community Development Trust

Andy presented:

Community Sauna – Development trust supporting this as it's deemed an asset for the community of which should provide positive impact.

Development officer – Role to be split into multiple sub-roles (and 3 candidates have been selected). Restructuring should help manage documentation and policies particularly from a health and safety perspective.

Open Gardens – Still to decide how the profits of £8-9k are to be spent. All members agreed that they need to be transparent with the funds, how it will be spent and how it will be of benefit to the community as in the past this wasn't the case. AT to report back. **Action – AT.**

Community Garden – progress is being made, a working group being created and work to clear the site is starting soon. The project requires one storage building and a planning application for this will be made to The Highland Council, via C&DCC (CCDT use the CC's account to make the applications).

In addition to the garden project, C&DCC have applied to the Green Freeport for a grant to look at the possibilities of rehabilitating the White Dykes field adjacent to Townlands Park which was used as a soil dump and is now unusable. The goal is to use a successful grant to produce a topographical survey and then present several designs for public comment at two open meetings. Then having identified a project, to obtain funding for it.

There were no other comments.

6. **Matters Arising from previous minutes – 27th May 2025**

1. (4.1 – To speak to Matt re. the hold up of erecting goals on the links). **DISCHARGED.**
2. (5.1 – To speak to Matt re. CDT funding application relating to Townlands Barn and ask for further discussion with PS). Have discussed with CCDT. **DISCHARGED.**
3. (5.6 – To discuss with CDT re. more signage directing folk to the campsite). Informal signage to be posted. Formalised 'brown signs' are no longer issue, as the scheme is no longer assessed. **DISCHARGED.**
4. (6.1 – To speak to Wanda re. redesign of Cromarty Sign). Passed over to Orlagh! **DISCHARGED.**
5. (6.2 – Public information notice to be prepared re. social housing). Ongoing. **Action – PS.**
6. (6.3 – To catch up with Kari re. email to J Nightingale about Pirates Graveyard). No further action required. **DISCHARGED.**
7. (6.4 – Cromarty Sign at bus shelter needs progressed, ownership sought). **Action – PS.**
8. (6.7 – Sub-committee to be created re. Freeport etc (long-term project)). **Action - AT.**
9. (6.10 – To gather ideas to celebrate 50 years of community councils (in 2027))! **Action – ALL.**
10. (6.11 – To follow up on items still outstanding with THC after meeting regarding town maintenance). Being dealt with elsewhere. **DISCHARGED.**

11. (6.12 – To continue to discuss issues re. bus lateness with Stagecoach, SA and rector of Fortrose Academy). Summer holidays so now to discharge. OM will continue to monitor the lateness of the bus and PS can pick up again when necessary. **DISCHARGED.**
12. (6.13 – Contact details re. owner of Nigg Pier received – to follow up with them re. repairs). **Action – PS.**
13. (6.14 – To chase up the loose/missing drain cover at Clunes House with John Stewart once contact details have been received (via AT). **Action – NS.**
14. (6.17 – Review speeding in Bayview and surrounding areas). **Action – PS.**
15. (6.18 - Emergency resilience training to be arranged during summer 2025). To be organised once Townlands Defibrillator is installed. **Action – AP.**
16. (6.22 - Send letter of thanks to Port of Nigg for subsidising the ferry). **DISCHARGED.**
17. (6.23 – Query the mooring items on the beach in front of The Royal Hotel with The Boat Club – trying to find owners before removing). Owned by the Boat Club – only visible at very low tides. The Boat Club do not think it's hazardous. **DISCHARGED.**
18. (6.26 – In discussion with TYC re. a 'financial masterclass' on the year-end financial statements). Ongoing. **Action – AP.**
19. (6.27 – PS to send March Police Report to AR). Done. **DISCHARGED.**
20. (6.28 – To discuss the signs re. dogs in the park – new design/wording). **Action – ALL.**
21. (6.29 – To review portfolio list and share jobs out more evenly). See AOB. **DISCHARGED.**
22. (9.1 – To speak to resident re. joining THT as a trustee). **DISCHARGED** – NS took the lead.
23. (10.1 – To speak to Reeds Loop committee re. creating a material walkway in the field). Ongoing – to contact Phil Waite. **Action – NS.**
24. (10.2 - To look at aggregated responses from 'One Cromarty' workshop and decide how we are to take things forward). Ongoing as further work involved (See A.O.B). **Action – AT.**
25. (12.1 - To speak to Courthouse committee re. the match funding request). Done - **DISCHARGED.**
26. (13.1.1 - Contact THC re. potential residents group for Townlands). See THC report – ongoing. **Action - SA.**
27. (13.1.2 - Communicate with residents re. tidying up the town & arrange from waste to be collected). Being dealt with elsewhere. **DISCHARGED.**
28. (13.1.3 - To ask THT to allow CDCC to tidy up the area around the harbour with funds already held). Work done alongside 'tidy up Cromarty' project. **DISCHARGED.**
29. (13.2 - Send details to SA re. land ownership that's in question). **DISCHARGED.**
30. (10.3 (March 2025) – To follow up with THC re. abandoned property on Shore Street). **Action – NS.**

7. Treasurer's Report

The Treasurer's Report and accompanying notes (**Appendix A & B**) were prepared by AP and circulated prior to the meeting.

AP requested a post funding report from NS after the Townlands Tidy-Up. Advised it has been delayed as the seagulls in townlands prevented the completion of the last element of work.

There were no further comments from members.

8. **Victoria Hall (VH) Report including Youth Café**

The Victoria Hall Report (**Appendix C**) that was prepared by AP, plus the Youth Café Powerpoint presentation prepared by Fraser Thompson (**available on Cromarty Live**) were circulated prior to the meeting.

Victoria Hall –

Has been a change to the insurance price for The Victoria Hall – they tried to increase it by 30%, was already increased 15% from last year. AP has therefore made some changes to try keep cost down. This has meant Bowling mat machines aren't included as not owned by CDCC. Potential to lease for £1 p.a. to be able to ensure they are insured. AP to investigate whether leasing was a way round 'ownership'. **Action – AP.**

Youth Café –

The work at the back of TVH is now complete with furniture awaiting installation.

PS asked Orlagh to discuss the Welcome to Cromarty Sign with Wanda as could involve the youth café in its redesign. **Action – OM/PS.**

There were no further comments in addition to what's already reported!

9. **Replacement Trustee for Cromarty Harbour Trust**

Resident has been approached about becoming a trustee – awaiting confirmation. **Action – NS.**

Chair has requested support from us as urgent funds are needed to be raised for emergency repairs to the East Pier. Discussion opened and members agreed that we can't offer any financial support but can provide a letter of support. PS to do. **Action – PS.**

The gate was also discussed as the original planning application had been rejected, and The Harbour Trust has requested support from CDCC with the appeal (some members were concerned as the nature of the appeal, is not in line with the nature of the refusal to permit the original application). By the time our meeting was held; however, it was too late for us to show any further support for this.

10. **Portfolio reports**

Portfolio Reports prepared by NS, AP, AT, PS and AR (**Appendix D-H**) were circulated prior to the meeting.

Nigel Shapcott

a) CCP

Having their 10 year anniversary celebration at The Victoria Hall on 29th August.

b) Electricity meters

Has already been discussed outwith the meeting with residents, and on social media. Residents having major problems with changing over meters, new smart meter installations and other matters. Suppliers are saying they can't install due to lack of signal. All members agree this should be escalated to Kate Forbes and Jamie Stone (MPs). To go back to residents. **Action – CF/AT/NS.**

Alan Plampton

c) Defibrillator

Fire station have disconnected the power to the defibrillator as they didn't believe it was their asset. AP advised that a circuit guardian needs to be appointed at the station so that it can be reconnected. PS volunteered.

In addition to this, the supplier of original defibrillators is now being run by the trustees (due to death of original founder). AP therefore will need to go through process again to source a defibrillator for Townlands Park. **Action – AP.**

Andy Thurgood

d) Bin cross-contamination

A resident experienced cross-contamination at the point of collection of bin, due to the fact that's it permanently left in the street and therefore the public are using it for their own needs. AT to speak to THC and establish the options are in this situation. **Action – AT.**

Paige Shepherd

Nothing in addition to what's reported

Alan Rycroft

Not present but report was circulated prior.

There were no further comments on members' portfolios.

11. The Highland Council

Report prepared by SA (**Appendix I**) was circulated before the meeting.

As this is Sarah's last meeting (Morven May will take-over from August 2025) all members expressed thanks for all the support, commitment and kindness shown to them and the district and wished her all the best! Note from Sarah's report - we can still contact her anytime, and she will continue to assist with any communications she's already involved with.

There were no further comments!

12. Correspondence Received

Nothing received this month!

13. Any Other Business

13.2 – Townlands Park Resident

Discussion opened about the mental and physical wellbeing of a Townlands resident and if there is anything that the Community Council can do, plus reaching out to Councillor Sarah A for support. The individual's unpredictable behaviour and deteriorating condition needs addressed.

13.3 – Meeting 3rd June 2025

Meeting held on 3rd June at the Fishertown Inn - Agenda was restricted to the three items not completed at previous May meeting. PS/AT/AP/NS attended. Apologies were received from AR who could not make any of the available dates.

1. C&DCC responses prioritising our thoughts on the subjects raised at the first One Cromarty workshop event run by the C&DCC (AT and PS).

This was completed and agreed by all for AT to amalgamate with the responses received from all the community groups. Already an action point.

2. Members' Portfolios. We discussed changes to Member responsibilities and the renaming of certain portfolios to bring them in line with current activities. The new portfolios list was agreed including removing the word 'only' from the heading and subject to Alan Grant agreeing to be included (subsequently received post meeting). These were published on CL as valid as at 30th June 2025 and are attached **(see Appendix J)**.
3. Protocols for Members' future behaviour were discussed and agreed. This is detailed in the attached **(see Appendix K)**.

Nothing else reportable

14. **Date of next meeting**

Monday 25 August 2025 at 730pm.

Meeting ended at 1005pm.

APPENDIX A
AGENDA ITEM 7
TREASURER'S REPORT NOTES

1. **2024/2025 FINANCIAL STATEMENTS** have been sent to the Highland Council as supporting documents for the 2025 Community Council Maintenance Grant. **FOR INFORMATION ONLY**
2. **AMOUNTS PAYABLE** still reflects £200 that is to be used on a Primary School project. **FOR INFORMATION ONLY**
3. **SURPLUS/DEFICIT FOR YEAR** reflects the monthly BoS bank charges, the ICO Data Protection Annual Licence Fee and sundry expenses including the Minute Secretary Honorarium. **FOR INFORMATION ONLY**
4. **COMMUNITY AMENTIES FUNDS** reflects THC funding of RLP maintenance, Harbour maintenance and Townlands Tidy-up Ward Funding received in advance. **FOR INFORMATION ONLY**

Alan Plampton
07/07/25

APPENDIX B
AGENDA ITEM 7
TREASURER'S REPORT

Statement of Financial Position at 7th July 2025				
		£	£	£
Net Assets			<u>Movement</u>	<u>at 27/05/25</u>
Bank & Cash in hand balances as at 7th July 2025		15,812.20	125.45	15,686.75
Paypal Balance as at 7th July 2025		0.00	0.00	0.00
Amounts Receivable/Paid in Advance		0.00	0.00	0.00
Amounts Payable		-200.00	0.00	-200.00
Total Net Assets at 7th July 2025		£15,612.20	125.45	£15,486.75
		£	£	£
Represented by:				
C&DCC Accumulated Fund Reserves at 1st April 2025		1,328.19	0.00	1,328.19
Surplus/ Deficit for the year to date		-489.94	-179.55	-310.39
		838.25	-179.55	1,017.80
Provision for Guidebook reprinting at 1st April 2025		211.75	0.00	211.75
C&DCC Amenity & Event Funds				
Community Amenities Funds		7,239.46	305.00	6,934.46
Community Resilience Fund		1,976.38	0.00	1,976.38
Cromarty Live Fund		0.00	0.00	0.00
Community Defibrillator Fund		1,738.89	0.00	1,738.89
Net C&DCC Reserves		12,004.73	125.45	11,879.28
Designated Community Funds				
Gluren bij de Buren Fund		125.26	0.00	125.26
Toddler Playgroup Fund		2,166.29	0.00	2,166.29
Cromarty Rising Fund		1,315.92	0.00	1,315.92
		£15,612.20	125.45	£15,486.75
Alan Plampton 7th July 2025				

APPENDIX C
AGENDA ITEM 8
VICTORIA HALL REPORT

1. **Finances** Bookings are in the summer phase but still busy. Following two social community bookings (parties!) where the community bunting was used, it has been proposed to leave it up for the summer period, unless a booking is taken for which bunting might be inappropriate. **ACTION – Information only, no action required**
2. **Repairs & Maintenance** Flooring work on the back offices to decorate the new YC Snug Project have been completed by a local flooring contractor and new furniture is being delivered. The project is fully funded. Some minor work on under stage storage is going ahead following accepted quotes. In addition, other quotes for kitchen maintenance have also been received and instructed. Quotes for the Fire Doors to the Park were not accepted and this has again been referred to THC. The next boiler servicing is booked. **ACTION – Information only, no action required**
3. **Sheddie** No updates. **ACTION – Information only, no action required**
4. **Youth Cafe** Latest report is attached. As mentioned above, the Snug Project is now fully funded and nearing completion. **ACTION – Information only, no action required**

Alan Plampton – VHMC
07/07/25

APPENDIX D
AGENDA ITEM 10 - PORTFOLIO REPORTS
ALAN RYCROFT

Police Liaison

Our *Police Scotland* liaison officer had no relevant information for us this month, but I attach herewith the latest **Ward 9 Report** from *Police Scotland*. Whilst that latest report, which covers **May 2025**, has nothing specific to Cromarty or its immediate surroundings, it refers in passing to instances of attempted theft in Avoch and Munlochy.

Minute secretary note – report not attached as nothing relevant.

APPENDIX E
AGENDA ITEM 10 - PORTFOLIO REPORTS
ALAN PLAMPTON

1. **BICC** No further update from May. **ACTION – Information only, no action required**
2. **Affordable Housing Sub Committee** has still not received any new news from Albyn Housing and the Sub-Committee has been discussing how best to further matters without causing more delays. The Highland Council 'Call for Sites' has been postponed. **ACTION – Information only, no action required**
3. **Defibrillators** 'Staffing' at our supplier has changed with the Charity currently being run by the Trustees. This means that liaison re siting the Townlands unit has recommenced, and this has started. In the meantime, we need to replace the battery at the Fire Station unit. Although we are currently 'in funds' to administer the existing and proposed units, I will appraise Members in due course when I have more accurate figures. Of course this is a Community priority and funds will be used accordingly. **ACTION – Information only, no action required**

Alan Plampton 07/07/25

APPENDIX F
AGENDA ITEM 10 - PORTFOLIO REPORTS
ANDY THURGOOD

Meetings attended

I attended (virtually) the Port of Nigg Community Councils liaison meeting on 12th June. The meeting reviewed the last quarter's activities, and included updates by the Green Freeport CEO, Sumitomo (cable plant) and Repsol (decommissioning the oil terminal). Minutes to the meeting have been forward to CDCC.

I attended the Port of Cromarty Firth Community Councils liaison meeting on 25th June. Items covered:

- Health, Safety & Environmental review
- Update on Phase 5 plans (West Quay)
- Business Development
- Cruise update
- Marketing and PR

Correspondence

None received.

Noise and other nuisance from the Firth

Global Energy Group advised CDCC of a military exercise that occurred on 19th June at Port of Nigg.

No further issues to report this month.

Projects

Five responses to aggregated response sheets have now been received and combined into a master sheet. One further response is awaited from the CCDT, who have scheduled this as a task. It is not anticipated that any further responses will be received. The data will be used as the basis of a Cromarty Community Action Plan.

Andy Thurgood
07/07/25

APPENDIX G
AGENDA ITEM 10 - PORTFOLIO REPORTS
PAIGE SHEPHERD

Planning	No new planning applications
Bayview Speed	I have had several complaints from residents regarding the speed of motorists. I was also asked why the speed sign at the harbour is still 30mph when the rest of the village was 20. This is going to be ongoing and will continue to monitor
Graveyard	The graveyard path leading up from the Denny end is complete overgrown and the path becoming unusable. Need to think of a long-term solution for the graveyard and could this be a funded post as the current standard of work is non-existent.

APPENDIX H
AGENDA ITEM 10 - PORTFOLIO REPORTS
NIGEL SHAPCOTT

HC Core Path report- Reeds Loop Path, Lady's Walk, 100 Steps

- 1) Reeds Loop Path (shore part) All in all it is still in a functional state. The path has been recently mowed and strimmed because of extra growth. No news of developments from Phillip Waite.
- 2) 100 Steps No change.
- 3) Highland Local Access Group - decisions were made regarding the dispersal of approximately £900,000.00 throughout the Highlands on various projects.

Cromarty Harbour Trust (CHT)

- 1) As a reminder Colin has provided us with notice that he will be resigning in March 2026 and informs us that C&DCC have an important role in filling that position according to the "rules". An article has been published in the Chatterbox related to this, no emails were received as a result of this but I will be reporting on developments.
- 2) All 5 pontoons have now been deployed and the harbour is filling up.
- 3) Resolving issues with THC re planning permission for the new shed, the appeal is still being processed for the gate and the Harbour Trust would greatly appreciate a letter of support.
- 4) East Pier work started on Tuesday 27th May. An early survey by divers showed severe undermining, there is a detailed article on this in the Cromarty News. But this leaves a shortfall of £90,000.00 for the project as originally planned.
- 5) Cromarty Boat Club - the Commodore's Cruise has started and boats are now on the West Coast

Cromarty Care Project (CCP)

- 1) Parent and Toddler Playgroup – on-going commitment from CCP to fund both activities and equipment.
- 2) Gardening Club created two beautiful tubs for Chairs for Chats bench, funded by CCP.
- 3) Trikes have been busy again at Open Gardens, thanks to our trusty pilots.
- 4) Summer Cafe - now finished, really successful 8 weeks of Cromarty Primary children creating menus, making soup and sandwiches, doing all the baking then serving and entertaining those who attended. A big thank you given to all pupils and staff by CCP trustees and certificates for all pupils at final café.
- 5) CCP 10 Year anniversary - date now set to share celebration with the community on Friday 29th August at the Victoria Hall - details to follow but we will have wee display and slideshow, memories from folks, nibbles and a wee something to drink
- 6) CCP working with CDT on grant applications to benefit whole community.
- 7) CCP were pleased to be able to support Open Gardens event by manning the refreshments
- 8) CCP has agreed to a joint funding application with CDT for developing a Community Garden behind Townlands Barn for community use. This was successful and started on 1st July.

Cromarty Clean Up and the Cromarty Growing Together project

This was a volunteer project running in the week before Open Gardens, 16th to 20th June. It involved at least 50 volunteer slots, 350 plus bags of weeds and soil and help from many individuals. It would not have happened without the support from C&DCC and individuals within it, great coordination, help from Highland Council in regular clearing of the waste (tons of it!). My understanding was that it made a noticeable positive difference to the appearance of Cromarty.

The issue is sustainability and as part of this C&DCC brought in area grant money which was spent on clearing up the harbour area and will be spent clearing up the parts of Townlands which were not cleared by volunteers. Further - C&DCC, Cromarty Care Project, the Youth Cafe and Cromarty Community Development Trust have partnered together to get funding for the Cromarty Grows Together project, which is planning to develop a Community Garden space involving all and open to all, around the Townlands Barn. This will be reported separately.

The Cromarty Growing Together project

As outlined above, "C&DCC, Cromarty Care Project, the Youth Cafe and Cromarty Community Development Trust have partnered together to get funding for the Cromarty Grows Together project, which is planning to develop a Community Garden space involving all and open to all, around the Townlands Barn."

The grant period started on 1st July and payment of £10k has been received by the Development Trust. Early work has started: site survey, clearance has been arranged to start on 17th July (BUT brought forward to 8th of July as of 1pm 7th), chatting to neighbours, formation of a Working Group, first meeting of the Working Group was on 5th July to kick things off. Currently the Working Group membership is as follows: Sheila Currie, Louisa Garrett, Terrie Sawyer, Alan Grant, Kasia Maslyk, Alison Sellar, and Nigel Shapcott. Wanda has been spoken to and will meet after the World's Rowing Championship to discuss Youth Cafe involvement. Different small groups are now working on amongst other things: project communication (social media, posters, newsletter, Highland Council, Chatterbox, etc.); evaluation (photos, formal); identification of volunteers; and list of other things. The next meeting is booked to be on 19th July at 11am in the Victoria Hall, Meeting Room.

APPENDIX I
AGENDA ITEM 11 – HIGHLAND COUNCIL
CLLR SARAH ATKIN

MY MONTH
Cllr Atkin – June 2025

Highland Council level

Full Council meeting: the most important paper was the Highland Housing Challenge: Partnership Action Plan.

Recap on the challenge:

- The expected economic growth on the back of the Freeport will require an additional 12,000 houses over the next decade (currently, Highland builds around 1,200 per year so this needs to double.)
- Highland also has an alarming decline in working-aged people. An unsustainable demographic imbalance.
- We also have thousands on our own housing waiting list.

Housing of all tenures, and housing that is affordable to rent or purchase (especially the young, starting out.) This is not something the Council can deliver alone.

Over 6 months, the Council has delivered on its 'action' points:.

- *A 'call for sites' saw 250+ sites submitted (note: not all will be suitable.)
- The Integrated Property Service has been set up (a 'one stop' shop for developers and to create efficiencies in the planning service.
- Highland is the Scottish Govt. approved pilot area for Masterplan Consent Areas. Three will be piloted. **Note: the locations have yet to be decided.**

This was accurate information from the 26/06/25. Subsequent information would not have been communicated to elected members during the recess period when officers have delegated powers.* Discussions are progressing with the Scottish National Investment Bank on a public/private funding model to support investor confidence. **For the full update, the paper can be found on the Highland Council website (under Committees/Minutes and agendas.

Other: Motion on Short Term Let Control Areas

The Motion on short term let control areas gained enormous media attention (with much misunderstanding about licenses.) **Note: this was not a Highland Council proposal.** We agreed this was a matter for individual Wards to pursue, if needed or wanted.

Ward Business

Playpark bin review (this item was not relevant to Cromarty.)

Road closures: the many lined up for the summer. Some of the works have been postponed. Note: the Scottish Water work into Dingwall is for essential infrastructure upgrades. My personal view is that we have to trust the engineers' expertise and accept a period of inconvenience when the time comes. A compromise might extend the time it takes to do the work.

Community Councils: in discussions, we noted that community councils rarely exert their statutory powers on Licensing (whereas they do on Planning).

Highland Investment Plan: Fortrose Academy stakeholder group to be established after the summer holidays. I have argued that the community council presence needs to be represented in a pan-Black Isle way (how to do this has yet to be determined).

Local (Cromarty)

Tenant Forum for Townlands: following an 'action' for me last month, I have made contact with the Tenants Officer and also met with a resident/friend to gauge interest. The officer is happy to come and speak to residents. First, there needs to be an embryonic group of residents willing to explore this.

Tidy-up fund: Ward Discretionary have given money towards a tidy up. Townlands' share has yet to be spent.

General observation: I have a rise in people coming to me with anti-social behaviour complaints (from across the Ward.)

From August 2025, I'm moving on from being the lead Councillor for Cromarty and District Community Council (elected members rotate). This system applies to community issues only and the system ensures every community council has a link/liaison. This does not apply to individual case work or individual queries. I will remain in touch on issues that are unfinished and am always available for residents to contact.

Cllr Sarah Atkin

July 2025

APPENDIX J
AGENDA ITEM 13 – ANY OTHER BUSINESS
MEMBERS PORTFOLIOS

Members' Non Office-Bearer Portfolios – updated 30th June 2025

***Non-councillor or Associate Member/non-voting support role**

ITEM	Lead Role	Supported By
100 Steps Maintenance/VP Green Fencing	Kari Magee*	
Black Isle Community Councils (BICC)	Alan Plampton	Paige Shepherd
Black Isle Local Place Plan (BIPP)	Alan Plampton	Paige Shepherd
Bus Services & Road Surfaces	Paige Shepherd	
Communications (CC Email)	Paige Shepherd	Alan Plampton
Communications (CC Facebook)	Claire Fraser*	
Community Action Plan – One Cromarty	Andy Thurgood	Paige Shepherd
Community Groups & Events	Alan Plampton	Nige Shapcott
Community Noticeboard	Kari Magee*	Torben & Hector*
Core Paths	Nigel Shapcott	
Cromarty Care Project	Nigel Shapcott	
Cromarty Community Development Trust	Andy Thurgood	Paige Shepherd
Cromarty Emergency Action Plan	Andy Thurgood	Alan Plampton
Cromarty Ferry	Paige Shepherd	Nige Shapcott
Cromarty Leaflets & Booklets	Estelle Quick*	Alan Plampton
Cromarty Live (Website)	Andy Thurgood	Alan Plampton
Defibrillator Administration	Alan Plampton	
Dogs	VACANT	
Harbour Trust (C&DCC Nominated Trustees)	Nigel Shapcott	Colin Dickie*/David Kent*
Housing (Affordable) Sub-Committee/ Highland Local Development Plan (HLDP)/ Inner Moray Firth Development Plan (IMFDP)	Alan Plampton	Paige Shepherd
Hugh Miller Institute Bookings & Keys	HMI Room CLOSED	Alan Plampton
Links & Links Events Diary	Claire Fraser*	
Middleton Trust	Paige Shepherd	
Planning	Paige Shepherd	
POCF/Nigg Liaison, Rig Noise & Freeport	Andy Thurgood	
Police Liaison	Alan Rycroft	
Amenities, Streets and Operations (liaison with those HC departments)	Nige Shapcott/ Alan Rycroft	Alan Grant*
VH Emergency Resilience Centre Plan	Alan Plampton	Andy Thurgood
Victoria Hall and Youth Café	Alan Plampton	Paige Shepherd
Winter Resilience	Allan Munro	Fraser Thomson*

APPENDIX K
AGENDA ITEM 13 – ANY OTHER BUSINESS
COMMUNITY COUNCIL COMMUNICATION PROCEDURE

Cromarty & District Community Council Members’
Communication Transparency Protocols - 30th June 2025

To improve the C&DCC’s transparency and communication, Members are required to follow these protocols –

When communicating by email about C&DCC matters to anyone, Members should always cc the email to cromartydcc@cromartylive.co.uk. The recipient should also be asked to ‘Reply to All’ when responding. In this way the email, and any reply, will then be shared with all C&DCC Members.

If it is necessary to copy in any Member of the C&DCC to the original email, it is important that their email details are bcc’d and not cc’d.

Other than in the C&DCC Members’ group, WhatsApp should not be used when communicating about C&DCC matters. Only matters shared within the WhatsApp C&DCC Members’ group will be recognised as official C&DCC business.

The Member with portfolio responsibility for the C&DCC email (currently lead PS with AP as back up) will, daily, share all emails received that are relevant to C&DCC matters, with all C&DCC Members.

If emails, pertaining to C&DCC matters, are sent from the C&DCC email (e.g. funding applications, consultation submissions etc), they should either be bcc’d to all Members or a copy of the sent email forwarded to all Members.

Where matters require C&DCC meeting approval, and/or discussion, they should be included in the business of the next Ordinary C&DCC Meeting. If urgent, Chair’s approval can be used but details of this matter will be shared with all Members within 24 hours and then retrospectively be confirmed at the next Ordinary C&DCC Meeting.

No other methods of communication should be used to agree or approve C&DCC business.