



Cromarty and District Community Council

Approved
Minutes
31/05/21

Minutes of the meeting held on
Monday 26th April 2021, 7.30pm
via video link due to Covid-19 restrictions

Present

Community Councillors: Paige Shepherd (PS) - Chair, Alan Plampton (AP) - Treasurer, Peter Ratcliffe (PR) - Secretary, Kari Magee (KM), Gregor Fox (GF) – Youth Member & Nigel Shapcott (NS).

Youth Representative(s): N/A

Highland Councillor(s): - N/A

Member(s) of the public: - N/A

Community Council Minute Secretary: Claire Fraser

1	<p><u>Chairman's Welcome & Apologies</u> PS welcomed everyone to the video meeting.</p> <p>Apologies received from Tilly Grist (TG) – Youth Member, Teagan Young (TY) – Youth Representative, Cllr Craig Fraser (CF) and Fraser Thompson (FT) – Assistant Youth Worker.</p>	
2	<p><u>Declarations of Interests</u></p> <p>2.1 Declarations unchanged from meeting of 26th October 2020.</p>	
3	<p><u>Approval of Previous Minutes, 29th March 2021</u></p> <p>3.1 The minutes were approved by KM and seconded by NS.</p>	
9	<p><u>Any Other Business (AOB)</u></p> <p><i>Minute Secretary Note – PS spoke to GF first so he could leave meeting due to other commitments.</i></p> <p><i>Please note that HLH means Highlife Highland and THC means The Highland Council.</i></p> <p>9.1 GF has secured funding to replace the 2x goalposts in the Victoria Park. AP however confirmed he had emailed HLH just this week re. the goalposts and received an immediate response from THC who said they were unaware of the damage and have agreed to replace them. Re-erection of the posts likely to happen very soon. Gregor was congratulated for his efforts to secure the funding, and all members agreed that we should try and re-divert the funding to the pump track.</p> <p>9.2 An update was provided on progress with ‘the pump track’. It has been passed to the THC property surveyor team, and their legal team are doing their final checks. Fundraising can start once we are aware of the final decision (see also Matters Arising).</p> <p><i>Minute Secretary Note - GF left the meeting at 19:45pm.</i></p> <p>End</p>	

4	<u>Matters Arising from previous minutes, 29th March 2021</u>	
	<i>Minute secretary note – Craig emailed all items marked as ‘CF’ ahead of the meeting.</i>	
4.1	(4.1 Continue to discuss how to further shorten meeting times with new Minute Secretary). Ongoing.	AP, PS & NS
4.2	(4.2 To discuss arranging a neighbourhood questionnaire to gauge opinion on possibility of Townlands parking areas being white lined). CF has met FT and they will pick this up when CF returns from leave. Ongoing.	CF & FT
4.3	(4.3 Chase THC for response re. Community Payback Scheme to tidy up burial ground and sheltered housing paths). Contacted THC to see which office deals with this now. Craig to respond to contact on his return from leave. Ongoing.	CF
4.4	(4.4 To email THC again re. TMP proposals as previously minuted). Email sent, nothing further to report. Ongoing.	KM
4.5	(4.5 Progress Welcome sign for Cromarty). CF has met FT and they will pick this up when CF returns from leave. Ongoing.	CF & FT
4.6	(4.6 Plexus to reset passwords so access to website made available, then can start amending the data). Passwords reset and amending data has started. TG and Claire are joining GF, AP and PR to continue the website design. Ongoing.	AP, PR etc
4.7	(4.7 Await response from THC planners re. permit for new track at Farness). Ongoing.	CF
4.8	(4.8 KM to send a further email re. waste to be removed at Whitedykes). Ongoing.	KM
4.9	(4.9 Draft plan for repairs to 100 steps to begin in April (Covid-19 and insurance dependant)). Please see report. Discharged.	KM
4.10	(4.10 Await to see if work carried out to fencing at Reeds Loop is adequate, or if we will need to bring this up again). Ongoing.	PR
4.11	(4.11 AP to chase quotes for free-standing hand sanitizer units). Ongoing.	AP
4.12	(4.12 KM to draft up letter to Global Energy Group re. Freeport Status). No response from GEG so email sent direct to Rory Gunn. Please see AOB for update to the position with PoCF re. Freeport Status from Stuart. Letter to RG should be about the advanced manufacturing facility at Nigg. Anything re. Freeport Status should still be via PoCF. Ongoing.	KM
4.13	(4.14 CF to chase architect for drawings of links bus shelter proposals). Ongoing.	CF
4.14	(4.16 Email sent to new contact at the Scottish Ambulance Service re. the status of Cromarty 1 st responders). Local Team require re-training. To follow up. Ongoing.	PR
4.15	(4.18 Regular meetings still ongoing to provide CCs with local weekly covid updates). Ongoing.	CF
4.16	(4.19 To approach Highlife Highland re. construction of the ‘pump track’ scheme). See earlier comments from GF. Ongoing.	GF, AP & NS
4.17	(4.20 Finalise dog bin rota and prepare local map detailing location of all bins). Ongoing.	PR
4.18	(4.21 To chase results from plumber re. feasibility of water supply located in the Sheddie to clean grit machines). Response from plumber still awaited. Ongoing.	AP & NS
(cont)		

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4.19	(4.22 Dates to be confirmed post Covid-19 with Di Agnew re. C&DCC's letter to highlight document omission re: charging points). Ongoing.	PS
4.20	(4.23 Awaiting appropriate officer to respond from THC re. survey of the Links shrubbery as haven for lots of wildlife). Ongoing.	CF
4.21	(4.24 THC have confirmed that planning permission is required should P of CF erect signs. To go back to P of CF with this advice). Events have overtaken plans. Signs now at Harbour and Slipway. Removal of signs is in process. Ongoing.	NS
4.22	(4.28 To chase response from JN re. event on the Links in 2022). JN has responded, copied to all, C&DCC to make decision. Requested copy of plan from organiser for further discussion. Ongoing.	ALL
4.23	(4.31 Continue to respond to residents re. concerns regarding dog fouling in the community). Ongoing.	PR
4.24	(4.33 Chase THC for a response re. his photos regarding the damaged steps at the start of The Ladies Walk). CF chased for an update. Ongoing.	CF
4.25	(5.3 Add Tilly to the list of volunteers to organise and plan the youth summer programme). Discharged.	
4.26	(7.3 To chase THC for response to risk assessments/one-way system ahead of May Election (post East weekend). See Victoria Hall Report. Ongoing.	AP
4.27	(8.3.1 Apply to The Better Places Green Recovery Fund re. extra toilets in Cromarty ahead of the upcoming tourist season). Toilet's project being taken through BITT. Ongoing.	NS
4.28	(8.3.3 To discuss the manhole by the Sheddy and apply for quotes from local contractors re. gritter transportation tracks). Contractor appointed, job about to start. Costs shared between Victoria Hall and Cromarty Care Project. See Victoria Hall Report for Details. Discharged.	
4.29	(8.4 To discuss further maintenance work of gritters prior to them being stored for end of season). To discuss outside of the meeting. Ongoing.	NS & PR
4.30	(9.1.1 To provide members with a copy of application re. IMFDP once accepted). Comments submitted on 22/03/21 but not yet processed so cannot access. Email sent to Gordon Adam to chase progress (copy circulated to C&DCC). Ongoing.	KM
4.31	(9.1.2 To circulate submission on behalf of the community re. IMFDP to members). See Housing Portfolio Report. Ongoing.	AP
4.32	(9.2.1 To speak to further carpenters to see if they are willing to do bridge repair work). Superseded. NS identified funding sources & possible tradespeople to undertake construction tasks that cannot be undertaken by volunteers. See report. Discharged.	
4.33	(9.2.2 To establish liability issue and seek advice from other councils that have had similar repairs in the past). Superseded (as above). Discharged.	
4.34	(9.2.3 To look back at previous minutes re. repair work (circa 1996)). AP found archived minutes from 2003 outlining previous project details. AP to send to NS as funding applied for elsewhere. Ongoing.	AP
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4.35	(9.3.1 To circulate information on the NHS highland apprenticeships). Discharged.	
4.36	(9.6.1 To discuss with Plexus re. Newsletter distribution). Compromise found and invoicing agreed. Discharged.	
4.37	(9.8.2 To write a letter to THC re. the byelaw and request further information on the process). Email sent to CF awaiting response, to chase. Ongoing.	PS
4.38	(4.15 CV-19 Reschedule AGM when Covid restrictions allow public meeting). Discharged.	
End		
5	<u>Youth Issues</u>	
5.1	Fraser Thompson (FT) was commended for his power point presentation that was circulated prior to the meeting.	
End	As there were no youth members present, there were no further comments to make. All members thank FT very much for all his hard work.	
6	<u>Treasurer's Report</u>	
6.1	The Treasurer's Report Notes (Appendix A), Treasurer's Report (Appendix B) and the Audited C&DCC Financial Statements 20-21 (Appendix C) ahead of the AGM in May were prepared by AP and circulated prior to the meeting by The Minute Secretary.	
6.2	NS requested a short video call so further understanding of the figures can be provided. To be arranged at future date. All members agreed that there are more pressing matters to deal with just now.	
End	There were no further questions and AP was thanked for his reports.	
7	<u>Victoria Hall Report including Youth Café</u>	
7.1	The Victoria Hall Report (Appendix D) that was prepared by AP and a presentation that was prepared by FT (as mentioned in Agenda item 5) were both circulated prior to the meeting by The Minute Secretary.	
7.2	AP mentioned with confidence that The Youth Café is going to come out the other end of this pandemic, stronger than it started (due to the vital work of the fundraisers, volunteers, and support staff).	
7.3	AP advised that he visited the Youth Café over the last month and noted how happy the children are now they can socialise again and interact with their own age group. This proves how beneficial the gazebo has been. Special thanks again to the fundraisers for making this happen.	
7.4	Members would like to see if Youth Café activities can be documented to share with parents/the community. All members agreed however that not everyone is comfortable with photographs being taken of their children and shared online.	
7.5	There is around £10k of funds in the summer programme, so all are hoping for a successful event.	
End	There were no further questions and AP was thanked for his report.	

8	<u>Members' Reports</u>	
8.1	<u>Portfolios</u> <ul style="list-style-type: none"> Portfolio Reports prepared by NS (Appendix E), PR (Appendix F) and KM (Appendix G) were circulated prior to the meeting by The Members. 	
8.2	<u>100 Steps Repair Work</u>	
8.2.1	<ul style="list-style-type: none"> Work that needs done requires knowledge, skills and experience that the C&DCC and the volunteers don't have. NS is speaking to a resident re. surveyors that were used for the recent works done to The Harbour. 	NS
8.2.2	<ul style="list-style-type: none"> Work will be partially funded by C&DCC but NS is also looking into further funding. Proposal must be in by 14th May 2021. 	NS
8.2.3	<ul style="list-style-type: none"> May also apply to Black Isle Tourism for funding via their 'Paths of the Black Isle' scheme. This application is to be done separately. 	NS
8.2.4	<ul style="list-style-type: none"> KM to arrange another day to clear the overgrown, steps and pick up the litter. She will advertise this on Facebook. Proposed date is Sunday 2 May 2021. 	KM
8.3	<u>Reeds Park Loop</u>	
8.3.1	<ul style="list-style-type: none"> NS applied to The Development Trust for funding for the fence repairs. Deadline for this was 9th April 2021, no response yet received. 	NS
8.4	<u>Nigg (GEG)/Port of Cromarty Firth (PoCF)</u>	
8.4.1	<ul style="list-style-type: none"> Email from contact at PoCF saying a rig was due in and that they had requested Berth 12. Email from GEG saying The PoCF had told them to use Berth 12. We aren't getting anywhere fast, and clearly just going round in circles between GEG and PoCF. There are multiple berths, but the same one is always used. We need to speak to higher authority. KM in discussion with close contact as to who this would be. 	KM
8.4.2	<ul style="list-style-type: none"> All Members agreed that Ocean Endeavour (situated at berth 12) is where the noise is coming from. THC came out and carried out noise monitoring, but the day they visited, there was next to no noise coming from the firth at all. All Members agreed it needs to be continuous monitoring. 	
8.4.3	<ul style="list-style-type: none"> KM also to speak to THC Environmental Department, re. buying noise measuring equipment. 	KM
8.4.4	<ul style="list-style-type: none"> Also to investigate C&DCC potentially purchasing the equipment. There is a resident in Cromarty who might have expertise in the exact equipment to buy. 	KM
8.5	<u>Inner Moray Firth Development Plan</u>	
8.5.1	<ul style="list-style-type: none"> Local farmer trying to diversify 200 acres of land and would like to re-instate the golf course that existed many years ago (as previously minuted). THC are broadly supportive. GEG only seem to consider the employment opportunities and green energy. If at any point the land is needed by Nigg, then farmer will lose it, even if a golf course is built now, and a future purchase required. 	
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8.5.2	<ul style="list-style-type: none"> C&DCC are in support of the development for many reasons. Historical item being re-instated, The Sutor will remain as it is (natural lay of the land), plus it will be significantly more beautiful than if Nigg were to purchase it. Could potentially encourage extra-curricular events for schools/tourists etc, plus extend/increase the Cromarty to Nigg Ferry Service. 	
8.5.3	<ul style="list-style-type: none"> More recently, GEG want to buy 70 acres along the shoreline, including where there are currently beaches and houses. C&DCC all agreed that we don't want the shoreline spoiled by this, and there is plenty room for the applicant to move the plans in the other direction. 	
8.5.4	<ul style="list-style-type: none"> To add all these points into the Inner Moray Firth Proposal highlighting how it will impact Cromarty. AP is to submit application. Deadline is 30 April 2021. 	AP
8.5.5	<ul style="list-style-type: none"> AP will also contact Nigg & Shandwick Community Council for their views. 	AP
8.6	<u>Black Isle Partnership</u>	
8.6.1	<ul style="list-style-type: none"> AP asked members for permission to support an emergency speed limit appeal issued by Police Scotland. All members agreed. 	AP
8.7	<u>Highland Comfort Scheme</u>	
8.7.1	<ul style="list-style-type: none"> Scheme offered by THC where grants in the range of £100 - £300 per month are provided, on a 7- or 12-month basis as a contribution towards running costs of toilets. The agreements are valid for three years. The C&DCC are encouraging THC to apply for further funding to make the scheme more attractive to businesses and also to apply to Nature Scot Funding for a composting toilet at the top of the South Sutor. 	
8.8	<u>Litter</u>	
8.8.1	<ul style="list-style-type: none"> Need to decide how to control the litter already occurring, as it's expected to get worse over the coming months when tourism increases and lockdown eases. 	
8.8.2	<ul style="list-style-type: none"> There is litter equipment in The Sheddie. Need to organize volunteers to help with the litter collection again. Recruit for volunteers via Facebook page, names to be emailed to PR. 	PR
8.8.3	<ul style="list-style-type: none"> Results of Sarah-Macdonald Taylors Litter Survey to be published on the C&DCC Facebook page and shown on Cromarty Live Website. 	AP
	There were no further comments regarding portfolios from members and all were thanked for their efforts and work done to date.	
8.10	<u>Highland Council</u> - Cllr Craig Fraser	
8.10.1	<ul style="list-style-type: none"> Seagull Nuisance – C&DCC are aware its an issue. Information will be posted on Facebook, In the Cromarty Live Newsletter and on the website re. the official guidance regarding seagulls. 	AP
(cont)		

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8.10.2	<ul style="list-style-type: none"> Weed Killing – CF advises that it was THC that did this, and he has had at length discussions with them, who have since apologized and acknowledged that it was a mistake. See report from Cllr Craig Fraser (Appendix H). 	
8.10.3	<ul style="list-style-type: none"> Roundup was used on community land by a resident in error. CF has put together a document showing the official guidance and it will be put to members via Facebook, the website, and the newsletter. 	AP
8.10.4	<ul style="list-style-type: none"> CF also forwarded a Moray Firth Marine Conservation for Community Engagement and it can be found here: https://www.surveymonkey.co.uk/r/CT7ZHZJ 	
8.11	<u>Correspondence Received</u>	
8.11.1	<ul style="list-style-type: none"> Correspondence received from member of community re. dirty camping at the top of the South Sutor. All members agreed that we need to approach John Nightingale (JN) to put up signs, as he is the landowner. 	PR
8.11.2	<ul style="list-style-type: none"> Members suggested highlighting it's a walking route, which would therefore require a toilet to be installed. Grant can be applied for via THC for a composting toilet. All members agreed that we should approach JN re. this. We have 14 days to apply for this grant. 	PR
8.11.3	<ul style="list-style-type: none"> AP to respond to resident advising we will approach JN re. how to prevent this happening in the future. 	AP
End		
9	<u>AOB (continued)</u>	
9.3	<u>Electricity</u> Correspondence received from a resident re. purchasing electricity out of hours as they came into distress when they could not provide for their family. AP confirmed that the Youth Café had liaised with The Post Office over energy vouchers (£1.5k of electricity was provided to residents so far). AP and PS to decide how to get this information out to residents so they know where to go/who to contact in the future.	AP & PS
9.4	<u>Approved Minutes</u> Further comments received from the community regarding posting the draft minutes on the website for residents to see ahead of approval the following month. PS to respond to resident advising of our reasons. All members agreed only approved minutes to be circulated outside of members.	PS
9.5	<u>Whereby</u> Subscription has been increased to allow 50 attendees in each video conference. This will be handy next month when the AGM is held.	
9.6	<u>Port of Cromarty Firth</u> Stuart from the PoCF responded to the Approved February Minutes with an update to the Port's position with regards to the previously minuted point re. the Freeport Status (see 4.12 Matters Arising in February 2021 minutes). It should be noted that the C&DCC were advised to deal direct with GEG regarding any matters concerning the advanced manufacturing facility as this is a GEG-led project. Anything concerning the 'Freeports' should still be raised with PoCF as they are one of the leading partners in 'Opportunity Cromarty Firth'.	
End		

10	<u>Date of next meeting</u>	
10.1	Next Annual General Meeting, Monday 31st May 2021 @ 7pm via Whereby video conference.	
10.2 End	Next Ordinary Meeting, Monday, 31st May 2021 @ 7.30pm via Whereby video conference.	
	PS thanked everyone for attending and the meeting concluded at 21.27pm.	



Cromarty and District Community Council

Summary of Matters Arising & Action Points - Next Meeting 31st May 2021

Reference	To whom allocated	Notes
4.1	Alan, Paige & Nigel	Continue to discuss how to further shorten meeting times with new Minute Secretary
4.2	Craig & Fraser T	To continue to discuss the neighbourhood questionnaire re. Townlands parking areas being white lined
4.3	Craig	Follow up with THC contact re. Community Pay Back Scheme
4.4	Kari	Await response from THC re. TMP proposals as previously minuted.
4.5	Craig and Fraser T	To continue to discuss redesign of the Welcome sign for Cromarty
4.6	Alan, Peter, Gregor, Tilly and Claire	Data on Cromarty Live website to be updated
4.7	Craig	To chase THC planners re. permit for new track at Farness. Discuss with members if this can be discharged.
4.8	Kari	Await response from THC re. waste to be removed at Whitedykes.
4.10	Peter	Await to see if work carried out to fencing at Reeds Loop is adequate, or if we will need to bring this up again.
4.11	Alan	To chase quotes for free-standing hand sanitiser units
4.12	Kari	Await response from Rory Gunn @ GEG re: Freeport status.
4.13	Craig	Await response from architect re. drawings of links bus shelter proposals.
4.14	Peter	To follow up on further training for Cromarty 1 st responders
4.15	Craig	Regular meetings still ongoing re. weekly covid updates
4.16	Gregor Nigel & Alan	Await final decision from THC re. pump track ahead of finalising funding
4.17	Peter	Finalise dog bin rota and prepare local map detailing location of all bins.
4.18	Nigel & Alan	Await results from plumber re. water supply to Sheddie
4.19	Paige	Confirm dates with Di Agnew re. previous letter in respect of omission of charging points
4.20	Craig	Awaiting appropriate officer to respond from THC re. survey of the Links shrubbery as haven for lots of wildlife
4.21	Peter	Confirm removal of signs that were erected in error by PoCF. Planning permission required first.
4.22	All	To discuss further re. music event proposal for 2022, need to come to a decision very soon. JN left decision in hands of C&DCC.
4.23	Peter	Follow up any concerns from residents re.dog fouling in the community.
4.24	Craig	Respond to THC re. the contractor to repair damaged steps at the start of The Ladies Walk
4.26	Alan	Discussion ongoing with THC re. one way system for the upcoming election
4.27	Nigel	BITT – apply for funding for extra toilets in Cromarty ahead of upcoming tourist season.

4.29	Nigel and Peter	To discuss offline re. gritter maintenance.
4.30	Kari	Await response from Gordon Adam re. IMFDP comments that were submitted in March 21 (not yet accepted).
4.31	Alan	To circulate submission on behalf of the community re. IMFDP to members once submitted on 30 April 2021
4.34	Alan	Send minutes from 2003 to NS outlining previous project details as previously minuted.
4.37	Paige	To chase response from CF/THC re. Byelaw as requested by CDT.
8.2.1	Nigel	Speak to resident re. surveyors used for recent works done to Harbour to see if services can be utilised for major works to 100 steps.
8.2.2	Nigel	Look into further funding to cover costs for above (will be partially funded by C&DCC).
8.2.3	Nigel	Application to be done separately via BIT for funding via the 'Paths of Black Isle Scheme
8.2.4	Kari	Arrange volunteers for further tidying up of the 100 steps. Proposed date is Sunday 2 nd May 2021.
8.3.1	Nigel	Await response from The Development Trust for funding re. Reeds Loop fence repairs
8.4.1	Kari	To seek confirmation as to who at PoCF that is of 'higher authority'.
8.4.3	Kari	Speak to THC Environmental Department re. providing noise measuring equipment
8.4.4	Kari	Investigate potential costs of purchasing noise monitoring equipment via C&DCC.
8.5.5	Alan	Contact Nigg & Shandwick CC re. their views on IMFDP
8.6.1	Alan	To respond to Police Scotland with full support of emergency speed limit appeal
8.8.2	Peter	Recruit volunteers to help with litter collection around the town
8.8.3	Alan	Litter Survey results to be emailed to DB re. posting on C&DCC Facebook page. Also to add to website.
8.10.1	Alan	Seagull Nuisance guidance from THC to be circulated and included on Facebook plus website.
8.10.3	Alan	Article prepared by CF re. weed killing to be published on C&DCC Facebook and website.
8.11.1	Peter	To approach JN re. addition of signs to the South Sutor re. no overnight camping/fouling.
8.11.2	Peter	To approach JN re. applying for a grant from THC for a composting toilet.
8.11.3	Alan	To respond to resident re. the dirty camping at top of South Sutor.
9.3	Paige and Alan	To discuss how to get information out to residents re. buying electricity out of hours.
9.4	Paige	Respond to residents querying re. not posting draft minutes to website.
	COVID 19 items from Minutes 30.11.20	C-19 Matters Arising can only be dealt with after restrictions are lifted.
4.7	Alan C-19	Report back on request for information re: discrepancy of ownership records for Hugh Miller Monument
4.8	Alan C-19	Arrange for refresher resilience training workshop for the C&DCC when appropriate
4.9	Alan C-19	Report back on progress of the change of Bank of Scotland Mandates after lockdown

4.11	Alan C-19	Revisit discussions with C&DCC sub-committee Events groups once current situation eased
4.12	Craig C-19	Report back on HC response ref the repairs required urgently on the Davidston to Farness Road

Agenda item 6

Appendix A

Cromarty & District Community Council Ordinary Meeting – 26th April 2021

Agenda Item 6 – Treasurer’s Report Notes (incl Draft Financial Statements)

1. **AMOUNTS RECEIVABLE/PAID IN ADVANCE** shows amounts owing for publication sales and reclaimable online Covid-19 meeting costs. **FOR INFORMATION ONLY**
2. **COMPARATIVES** show the figures from the Financial Year End (31/3) rather the usual last meeting’s report (25/3). This is so that Members can relate these figures to the Draft Financial Statements, which are also presented at this meeting. **FOR INFORMATION ONLY**
3. **CROMARTY LIVE FUND** shows last payment on the previous monthly basis. To be replaced with an invoiced payment to cover a 6 month period. **FOR INFORMATION ONLY**
4. **DRAFT FINANCIAL STATEMENTS** for period ending 31st March 2021 are included with this report. Although the figures represent the effects of the pandemic, there have also been some presentation changes to reflect more transparently the monthly Treasurer’s Reports and, then hopefully, present a clearer picture of the C&DCC’s Financial Position (e.g. this includes the refund of a 2015 underspend, on the HMS Natal memorial, back to the C&DCC’s Accumulated Fund, from where it originated). Because of the necessity to raise a number of accruals and provisions in the Hall I&E (£4,384.78), there are some extra notes supplied to give this figure some analysis and detail. These are for information only, as they are ‘Subject to Audit’. This will be completed before their presentation for approval at the AGM on 31st May. **FOR INFORMATION ONLY**

Alan Plampton
23/04/21

Agenda Item 6
Appendix B

Agenda Item No 6 - Treasurer's Report				
Statement of Financial Position at 23rd April 2021				
		£	£	£
Net Assets			<u>Movement</u>	<u>at 31/03/21*</u>
Bank & Cash in hand balances as at 23rd April 2021		13,562.86	-7.45	13,570.31
Paypal Balance as at 23rd April 2021		0.00	0.00	0.00
Amounts Receivable/Paid in Advance		102.79	-140.61	243.40
Amounts Payable		0.00	0.00	0.00
Total Net Assets at 23rd April 2021		£13,665.65	-148.06	£13,813.71
		£	£	£
Represented by:				
C&DCC Accumulated Fund Reserves at 1st April 2021**		2,270.05	-399.51	2,669.56
Surplus/Deficit for the year to date		-140.61	258.90	-399.51
		2,129.44	-140.61	2,270.05
Community Amenities Fund		21.19	0.00	21.19
Emergency Resilience Centre Fund		87.66	0.00	87.66
Covid-19 Resilience Fund		0.00	0.00	0.00
Provision for Guidebook reprinting at 23rd April 2021		78.75	0.00	78.75
Gritting Fund		809.52	0.00	809.52
Cromarty Live Fund		85.13	-7.45	92.58
Community Defibrillator Fund		5.00	0.00	5.00
Net C&DCC Reserves		3,216.69	-148.06	3,364.75
Community Event Funds				
Bonfire Night Fund	2,272.14		0.00	2,272.14
Gala Fund	4,215.73		0.00	4,215.73
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	6,822.79	0.00	202.06
Designated Community Funds				
West Church Playgroup Fund		1,350.00	0.00	1,350.00
Monday Lunch Club Fund		422.75	0.00	422.75
Cromarty Rising Fund		1,853.42	0.00	1,853.42
** Subject to Audit		£13,665.65	-148.06	£13,813.71
				* Year End not last meeting
Alan Plampton 23rd April 2021				

Agenda Item 6
Appendix C

CROMARTY & DISTRICT COMMUNITY COUNCIL
Statement of Financial Position
as at 31st March 2021

31 March 2020	SUBJECT TO AUDIT	31 March 2021
£	ASSETS	£
	Current Assets	
	Other Current Assets	
666.50	Hall Rental Income Debtors	0.00
0.00	C&DCC Debtors& Prepayments	243.40
<u>666.50</u>	Total Other Current Assets	<u>243.40</u>
	Cash at bank and in hand	
14,197.32	C&DCC Current Account 0305	13,460.83
49.91	Council Petty Cash	109.48
17,243.84	Hall BofS Account 1246	14,248.78
120.64	Hall Petty Cash Account	150.84
13,813.65	Youth Cafe Account 1254	17,794.86
<u>45,425.36</u>	Total Cash at bank and in hand	<u>45,764.79</u>
<u>46,091.86</u>	Total Current Assets	<u>46,008.19</u>
	Current Liabilities	
0.00	C&DCC Accounts Payable	0.00
4,727.16	Net Hall Accounts Payable/Advance Fees	4,384.78
<u>4,727.16</u>	Total Current Liabilities	<u>4,384.78</u>
<u>41,364.70</u>	Total Current Assets less Current Liabilities	<u>41,623.41</u>
<u>£41,364.70</u>	Total Current Assets less Current Liabilities	<u>£41,623.41</u>
	Represented by -	
	Capital and Reserves	
2,117.14	Accumulated Fund	2,620.63
503.49	Surplus/(Deficit) for the Year	(399.51)
0.00	Refund of Memorial Underspend	48.93
<u>2,620.63</u>		<u>2,270.05</u>
0.00	Community Covid-19 Resilience Fund	0.00
48.93	Community Memorial Fund (previously Sea Plinth Fund)	0.00
872.32	Community Amenities Fund	21.19
809.52	Community Gritting Fund	809.52
78.75	Publications Reprinting Fund	78.75
242.72	Community Emergency Resilience Fund	87.66
0.00	Community Defibrillator Fund	5.00
0.00	Cromarty Live Fund	92.58
	Community Event Funds	
2,072.14	Bonfire Night Fund	2,272.14
126.00	Splash & Dash Fund	126.00
4,446.13	Community Gala Fund	4,215.73
202.06	Gluren bij de Buren Fund	202.06
6.86	Open Gardens Fund	6.86
	Designated Funds	
422.75	Monday Club Fund	422.75
0.00	West Church Playgroup Fund	1,350.00
2,298.42	Cromarty Rising Fund	1,853.42
	Other Funds	
13,813.65	Youth Café Projects Fund	17,794.86
13,601.16	Victoria Hall Fund	13,303.82
(297.34)	Surplus/(Deficit) for the Year	(3,288.98)
<u>13,303.82</u>		<u>10,014.84</u>
<u>£41,364.70</u>		<u>£41,623.41</u>

CROMARTY & DISTRICT COMMUNITY COUNCIL
Detailed Statement of Financial Performance
for year ended 31st March 2021

<u>Year to 31st March 2020</u>	SUBJECT TO AUDIT	<u>Year to 31st March 2021</u>
	Income	
583.45	Publications	60.71
472.07	HC Admin Grant	472.07
0.00	Other Grants and Donations	0.00
0.00	Miscellaneous Income	0.00
<u>1,055.52</u>	Total Income	<u>532.78</u>
	Expenditure	
	Administration costs	
173.18	Insurance	191.35
94.75	Internet costs	29.95
9.79	Miscellaneous	86.99
10.71	Printing, Postage & Stationery	19.98
0.00	Repairs and Maintenance	0.00
0.00	Minute Secretarial Services	550.00
35.00	Subscriptions & Fees	35.00
<u>323.43</u>	Total Administration costs	<u>913.27</u>
0.00	Publications expenses	19.02
228.60	Publications Reprinting Fund Transfer	0.00
0.00	Gifts & Donations	0.00
<u>552.03</u>	Total Expenditure	<u>932.29</u>
<u><u>£503.49</u></u>	Surplus/(Deficit) for the Year	<u><u>£(399.51)</u></u>

CROMARTY & DISTRICT COMMUNITY COUNCIL
VICTORIA HALL
Detailed Statement of Financial Performance
for year ended 31st March 2021

SUBJECT TO AUDIT

Year to 31st March 2020		Year to 31st March 2021
<u>£</u>		<u>£</u>
	Income	
73.80	Donations & Gifts	40.18
0.00	Grants	297.34
7,975.50	Hall rental income	0.00
0.00	Interest Income	0.00
<u>1,800.00</u>	Office Rental	<u>1,800.00</u>
9,849.30	Total Income	2,137.52
	Expenditure	
	Office Expenditure	
0.00	Professional fees	0.00
500.00	Community Administration	0.00
80.98	Printing, Postage & Stationery	9.98
0.00	Sundry Petty Cash	0.00
<u>21.60</u>	Telecom & Internet	<u>21.60</u>
602.58	Total Office Expenditure	31.58
	Premises Expenditure	
509.00	Electricity	71.95
403.77	Insurance	306.05
3,122.28	Oil	471.54
1,402.20	Repairs and Maintenance	2,315.39
95.04	Supplies	0.00
<u>38.00</u>	Water charges	<u>224.00</u>
5,570.29	Total Premises Expenditure	3,388.93
	Staff Costs	
3,973.77	Salaries	2,005.99
<u>3,973.77</u>	Total Staff Costs	<u>2,005.99</u>
<u>10,146.64</u>	Total Expenditure	5,426.50
(297.34)	Surplus/(Deficit) for the Year	(3,288.98)
<u>£(297.34)</u>	Surplus/(Deficit) for the Year	£(3,288.98)

CROMARTY & DISTRICT COMMUNITY COUNCIL VICTORIA HALL

Notes to Financial Statements at 31st March 2021

Hall Rental Income	Prepayment of Hall Rental received in advance for YC use. At 31st March 2019, balance was £720 equivalent to 90 Hours at £8 per hour. Register held by Bookings Officer, Joanna Rose. Increased by £1560 (12x£130 SO) paid during lockdown.
Telecom & Internet	Cost of BT charges funded by monthly YC standing Order. Surplus of £118.99 to be paid to W. MacKay to reimburse her mobile/email charges incurred on behalf of YC. £21.60 represents one year of 3 year prepayment for domain registration.
Electricity	Actual reading taken , Bills overestimated re lockdown = £350 estimated credit.
Insurance	PY Accruals will be used to donate funds to the C&DCC Amenities Fund, equivalent to the C&DCC insurance premium (£191.35 in 2020/21). VH 20/21 premium £408.07 pd April 2020. Reduced by 3 month Covid Holiday given by Zurich. New renewal date 01/07/21.
Oil	Deliveries suspended during lockdown closure.
Repairs & Maintenance	Accrual (3k) still needed for the planned lighting/fuseboard replacement.
Water Charges	Actual reading taken , Bills overestimated re lockdown = £1000 estimated credit.
Salaries	Reduced cost due to Covid Furlough payments. Backdated pay award honoured in line with Highland Council Pay Scales reflecting Minimum Living Wage level paid for this post.

Appendix D

Victoria Hall Report

1. Hall Bookings

Plans for the 6th May are ongoing. Cleaning has been arranged, before and after, Fire alarm servicing booked and some PPE has been delivered, but as yet the Election Office is still to confirm their arrangements for on the day, after they received the Hall's recommendations. The Hall has a responsibility to ensure that all users practice adequate social distancing, health & Safety and hygiene regimes. The Election Office has been advised of this and that their assurances are required as soon as possible.

ACTION – Information only, no action required

2. Repairs and Maintenance/Sheddie

The VHMC considered and agreed the following –

Firstly, we originally granted permission for the Trikes to use space in the Sheddie and utilise the electricity supply free of charge. This was subject to them carrying their own insurance cover for the trikes as they could not be covered by our insurance because, unlike the 'sheddie' and all its contents, the C&DCC doesn't own the trikes. This was confirmed by the owners of the trikes, Cromarty Care Project, and we granted permission until 31st March 2021, when we would review this decision. It is proposed that we confirm to extend the current arrangement for at least another year, when we should review the position at 31st March 2022.

Lastly, to help the trikes access in and out of the Sheddie and to improve the whole area around that side of the Hall, we are proposing to do some landscaping that will give a larger paved area and level off the gap back towards the High Street. Not only will this benefit the trikes but it will assist the Hall with its Emergency Resilience Centre arrangements, make easier walking in damp conditions for locals heading across the Park to the Kirkie Brae and make it easier for the Youth Cafe to use the area where their outdoor gazebo is sited. On a technical level this work requires the raising of the manhole that services the Hall's toilets on that side of the building. A quote (from a respected local contractor) is attached for this work, which is estimated to cost £1,680. Funding for this will be from the Victoria Hall Building Fund with a 50% contribution from the Cromarty Care Project.

Although the VHMC already has the authority to agree these works, Paige, as C&DCC Chairwoman, was kept informed as the work would commence before the next C&DCC meeting. Jill Stoner, Chair of the CCP, has confirmed in writing that the Trikes are covered by the CCP's 'All Risk' insurance cover that is taken renewed annually.

ACTION – Information only, no action required

3. Youth Café

Attached is the latest Report from Fraser, the Assistant Youth Worker.

Activities have now recommenced outdoors and with the help of the new gazebo, Youth Cafe is back!

ACTION – Information only, no action required

Alan Plampton - VHMC
23/04/21

Agenda item 8
Appendix E

Portfolio Report to C&DCC- Nigel Shapcott, for Meeting 26th April 2021

Cromarty Harbour Trust

- Additional “fingers” fitted and useable
- Sheds rented out.
- Harbour is now open
- Leisure use beginning
- Some commercial activity, will be augmented by Ferry Service starting 1st June

Cromarty Care Project

- Community Larder- still used frequently. It’s use reflects that of others in the Black Isle
- Grant of £5,000 provided for young people's activities over the summer in Cromarty.

Cromarty and Community Development Trust

- The CCDT encourages young people to participate and invites individuals to contact us to apply to a Directorship or other project roles- any offers?
- Campsite
 - The purchase of Whitedykes from the Highland Council has happened.
 - Planning permission has been granted
 - Still looking to recruit interested people in the Campsite project
 - Engaged additional design help for tender documentation
 - Still negotiating with HC over compensatory planting of felled trees (number of pitches).
 - Hope to start site clearance on 17th May.
- Townlands Barn
 - Gin- Sutors Gin has expressed an interest in the Barn as part of the development of a Cromarty Gin brand- talks are ongoing. Marketing of shares started.
- Housing
 - Albyn has stated that it cannot move ahead with the proposed housing project in the field behind Townlands Barn. Although the community council has been taking the lead with Albyn latterly, its statutory powers would not allow it to lead a community buyout. The CCDT, like local community development trusts across Scotland, is however appropriately empowered.
- Slipways
 - The slipways on both sides of the Cromarty Firth at Nigg and Cromarty are finished.
- Reeds Loop- shoreside path.
 - A proposal has been submitted to NatureScot to restore the path. We should hear very shortly if we have been successful.

Ready for Tourist Arrivals

- 100 Steps- a C&DCC proposal is being readied for submission to NatureScot for restoration of the 100 steps. This will have both professional and volunteer components. Submission date is 14th May.
- Toilets - availability to the public, this is being taken up by Black Isle Tourist Team with HC. Several businesses in Cromarty have expressed an interest. We are expecting a HC update this coming week. Deadline for the NatureScot grant envisaged to cover this is 14th May again.
- Reeds Loop- shoreside path. As above.

Black Isle Partnership meeting - not had a meeting for three weeks.

- Community sheds and larders
 - Reports from around Black Isle. Many like us are seeing that toiletries are more in demand than food. Not to say that food is not needed or in demand.
 - Cromarty Larder is still refreshed every day with some families receiving deliveries.
- Employment
 - Kickstart scheme being followed up by BIP.
 - Fairstart scheme- ACTION Paige
- COVID-19
 - Highland Council Update due at the same time as this meeting.
 - COVID Grant- no update from HC available
- The Dingwall Highland Council Hub - no update from HC available

Gritting

- Gritting - we had a brief cold spell in early April- gritters were out- grit was substantially better quality- now we need a maintenance plan for the gritters. Should we engage someone local – DISCUSS
- Sheddie - modifications to hang the gritters will allow summer use of the Sheddie by the Trikes. Thanks to Alan for this.
- Sheddie - Victoria Hall Committee and Cromarty Care Project are sponsoring additional paving to make access to the Sheddie “mud free”. Thanks to Victoria Hall Committee and Cromarty Care Project.

Agenda item 8

Appendix F

Portfolio Report – Peter K. Ratcliffe

Meeting:- 26 April 2021

Ref No.	Subject.	Action By	Comment
1	Cromarty Ferry	Peter Ratcliffe	Current plan is understood to be on the 1 st June 2021. Await confirmation from Highland Ferries. No change – Ongoing. Possible conflict with Cromarty Boat Club Boat-In.
2	Dog Fouling	Peter Ratcliffe	Ongoing. Lot of Facebook Action regarding the problem. Bins - No change – Green bins being used as are specified by the Highland Council on their stickers. But also, local separate bins being used and emptied by locals. One bin being stored locally. Needs to be re-erected. Have not sent out a new rota as yet.
3	Links & Links Events Diary/ Beaches and Litter	Peter Ratcliffe (Bookings)	Spreadsheet prepared. No current entries. The area in front of Bob Maclean’s where the old ice rink was is marked off by bollards, to allow the grass to grow? Recent email correspondence on the plans for Smillie Music to hold a concert on The Links in 2022. Have asked Euan Smillie for a copy of his planning in order to review and assist. C&DCC to discuss and need to make a decision on whether to support the Project.
4	Nigg Liaison. Rig Noise & Freeport Proposal.	Peter Ratcliffe / Kari Magee.	Report issued from Kari Magee. PoCF Community Meetings - email and presentation copied to CC members. Recent email regarding additional rig on Cromarty berthing. Rig now located on site. Cromarty Firth Freeport Proposal. Media reporting appears to be increasing.
5	Gritting and Machine Maintenance	Nigel Shapcott Peter Ratcliffe	Work activities on hold for the season. Gritters now being stored by Nige. Maintenance needed to the equipment for storage, being planned.
6	Litter		Regular contact made with Katrina Taylor – Highland Council. Sutor bin monitored. Additional litter collecting kit stored at The Sheddie. Discussions to be held on Litter and Waste Disposal at next Tuesday Morning Black Isle Communities / BIP Zoom meeting – Highland Council representation to be there.

Agenda Item 8

Appendix G

100 Steps Project – Kari Magee

- **Action.** The weather is improving, the ground is softening and the restrictions are easing! It is therefore proposed that a call out for volunteers is issued for Saturday 1 May 2021 (0900-1200) to conduct a litter pick, the clearing of overgrowth on the path, and the identification and replacement of broken steps.
- **Issues.** It has been suggested that the path is being used by motorbikes, which has and will continue to destroy parts of the path and much of the good work of the volunteers. This will need to be discussed at the next meeting to work out a way forward.
- **Development - Division of labour between volunteers and professional trades people.** Parts of the 100 steps path cannot be repaired or replaced using only volunteers. It is clear that we lack some of the specialist knowledge, skills, experience and equipment. Funding sources have been identified by Nigel Shapcott and applications submitted to enable the C&DCC to purchase stores and employ another project manager and a qualified tradespeople to replace the two bridges, the handrails and to develop the area at the beginning of the path to enable access to both the top of the Sutor and the beach. The project name will remain the 100 Steps Project but the labour will be divided between the volunteers (litter picks, overgrowth clearance and routine repairs) and the professional tradespeople (construction tasks).
- **Additional Works.** Corrie Jeffery is looking into the potential for additional works. Possible suggestions are the development of an area for story-telling, drama and art, as well as information boards.

Agenda Item 8

Appendix G (cont)

Nigg Update Report – Kari Magee

Nigg Energy Park – East Quay Development.

All permissions for the 225m long quay have been granted. Construction is due to start the week beginning 19 April 21 and finish in 14 months. Dredging and the construction of a temporary causeway will start on Monday 19 April 21. Piling will start in May 21 and finish in November 21 – this will be noisy and noise monitoring will happen during the test pile in May. Piling will happen between 0700-1900 Monday-Friday and 0700-1300 on Saturdays.

Nigg Energy Park - General Information.

- a) Ongoing activities as follows:
 - Enquest Producer – still awaiting next contract (likely not until 2022).
 - Turbine Marshalling for Moray East Offshore Wind Project – until Sep/ Oct 2021.
 - Loadout of Subsea Equipment – multiple port calls throughout summer 2021.
 - 1 x Rig port call – 2-3 week potentially during Apr/May 2021.
 - 1 x Rig lay-up – unspecified number of months from Spring 2021.
- b) Proposed activities as follows: Seagreen Project – 114 foundation/ jacket marshalling project. A large ring crane, which is currently on its way from the US, is required on a temporary basis for the project.

Inner Moray Firth Local Development Plan:

Main Issues Report Consultation (**Nigg Community**). Robert Mackenzie, a local farmer within the Nigg community, is seeking supportive comments from the Nigg and Cromarty communities in respect of the proposed changes to the Nigg Yard industrial allocation affecting land adjacent to the Nigg Energy Park, as put forward in the Main Issues Report of the IMFLDP (NG01), and also comments supporting Mr Mackenzie's proposed re-development of the historic Nigg golf course, in line with the Highland Council's own policy to support the growth of sustainable tourism in Easter Ross.

A pre-planning application has been submitted in respect of Mr Mackenzie's golf course development and the Highland Council is broadly supportive, subject to surveys. The complicating factor is the legacy zoning of the land for industry, which has been in place since the 1970s but never used. Despite the land being available for

purchase and suitable for purpose, GEG have not purchased it in the past, yet they are objecting to the reduction in the industrial allocation and in the recent weeks have attempted to purchase 70 acres from Mr Mackenzie along the coastline from the existing yard to the base of the North Sutor. GEG have not disclosed what their intentions would be for the swathe of land but this would destroy any attempt to reinstate the golf course and may likely have a considerable impact on the Nigg coastline and both the communities at Nigg and Cromarty.

Founded around the 1890s, the golf course has been called by a number of names; the Castlecraig Golf course, the Nigg Golf course and the Cromarty Golf course, and was in existence until the 1960s. Despite being an excellent 18 hole course, it is also a natural course and the scope of works suggests that only a couple of holes would need to be worked on in order to reinstate the course. The landscape at Nigg would therefore be broadly unchanged.

Mr MacKenzie also aspires to build links with both the Tain and Fortrose Golf courses, which would enable the development of recreational tourism, as well as a recreation facility for locals. The facility would generate both employment and potentially increased footfall for the ferry, which would likely have a more positive (than negative) effect on Cromarty. The facility would also diversify employment opportunities in the local area further to include opportunities in the recreation industry, alongside the developing green energy opportunities throughout the Cromarty Firth and beyond, and the existing and longstanding tourist trade.

In the short term, support for the proposed new Nigg Yard industrial allocation, and Mr Mackenzie's proposed re-development of the Nigg golf course, could be expressed through comments on the Inner Moray Firth Development Plan consultation portal, but longer-term by community support expressed to the Highland Council. This should be discussed at the meeting and shared with other stakeholders within Cromarty.

Mr Mackenzie has also said that he will brief the C&DCC and the local community if he decides to progress a full planning application for the re-development of the golf course. I am happy to set up the brief, either when restrictions ease in May or online. If it is to be in-person, then it would likely be a series of rolling briefs in the open air in order to comply with guidelines and mitigate the risk of the transmission of COVID.

Agenda Item 8

Appendix H

Meeting 14th April 2021

Discuss – Highland Council (HC) community maintenance.

Attendees

Councillor Craig Fraser (CF)

Ingrid Jamieson HC community works officer (IJ)

Michael HC community works officer

AGENDA

- **Weed Killing/Links/Trees**
- **Victoria Park**
- **Burial Grounds/Trees/Ivy**

WEED KILLING/LINKS – apology from HC – “Unfortunately this was Highland Council that actioned the spraying. I have spoken to the Officer looking after this Ward, and the area has been sprayed too wide with some possible drift of the chemical, resulting in a wider kill than we would like, or intend. She will instruct that the brown areas strimmed off to ground level, which will make it look much easier on the eye. **CF** - Discussed at length with Ingrid about community concerns sought assurances this should not happen again **IJ** agreed that weed killer will only be used in specific areas and will not be used around schools, sports grounds and play parks in-line with HC policy. Explained that the Links is used by families with children and many dog walkers.

Links has had first grass cut and looks very presentable, agreed to leave area uncut near the shore with mown strip for access to the beach. Trees near Braehead to have maintenance report to lengthen the life of the trees.

Victoria Park – Damaged ‘twist equipment’ (photo attached) will have two of the three twist arm plates removed for safety. Play bark reinstated below play equipment - Rusted goal posts to be removed (**these have now been removed**) – Access to Victoria Park from the Denny Road steel frame and chain link fence to be removed and wooden safety barrier to be erected (photo attached) Trees around the boundary of the park to be assessed with maintenance schedule confirmed this will enhance the longevity of the trees.

Burial Grounds/Trees/Ivy - Work needed to bring burial grounds up to specification – Wester Burial Ground central paths to be improved, paths between ‘liar rows’ to naturalise this will make it easier to maintain – Trees around the burial ground to be assessed and maintenance schedule agreed – ivy to be removed from boundary walls after nesting season. New Wester Burial Ground like Wester Burial Ground.