



MINUTES
APPROVED
5.12.2014

**Minutes of meeting held on Monday 27 October 2014
in the Hugh Miller Institute**

Community Councillors: Jeremy Price (JP) Chair, Vivienne Plampton (VP) Treasurer, Gabriele Pearson (GP) Secretary, Diane Brawn (DB), Estelle Quick (EQ),

Youth Representative: Niamh McCann (NM)

Highland Councillors: Cllr Craig Fraser(CF)

Police Scotland: Not present

Community Council Minute Secretary: Gillian McNaught

Invited Guest: Val Cameron (VC) from Ross shire Voluntary Action

Item	Details	Action
1	<u>Chairman's Welcome</u> JP welcomed everyone to the meeting	
1.1	<u>Apologies:</u> Andrew Hulse (AH) & Cllr David Alston(DA)	
2	<u>Approval of previous Minutes 4th August</u> 14.2 Community Wind Turbine. GP clarified 50% + 1 of residents have to respond and of those, 50% + 1 have to be in favour i.e. a majority for both. Minutes Approved by VP and seconded by GP.	

Item	Details	Action
<p>3</p> <p>3.1</p> <p>3.2</p> <p>3.3</p>	<p><u>Youth Issues</u></p> <p>NM raised the following points:</p> <ul style="list-style-type: none"> • further reports of cat mess in Townlands • lots of seaweed along the reeds loop path and grassy area at the Brewery after recent storms. JP informed the meeting that local residents had cleared the path and that this is probably as much as can be done. • a loose kerb stone outside the Cheese Shop. CF will report • Basketball hoop missing and one damaged at the all weather court. VP will ask Alan Plampton to look at this. • a dark area on Shore Street. NM will check again if this is because of a faulty light. If so, she will report to HC. <p>Alisha Urquhart had been awarded The Highland Council Tennant Volunteer Award 2014 - Young Person of The Year for her many hours volunteering which includes helping at Victoria Hall with activities for the younger children. Congratulations were extended to Alisha from all present. NM will ask Wanda to include this on the CL website. (see also Appendix B).</p> <p>Paige Shepherd is organising ‘Paige’s Purple Sponsored Walk’ in aid of Clic Sargent. Notices are around town to sponsor or register to take part.</p>	<p>CF</p> <p>VP</p> <p>NM</p> <p>NM</p>
<p>4</p>	<p>Val Cameron, Chief Executive of Ross shire Voluntary Action arrived and was welcomed to the meeting. JP gave some background about his meeting with David Alston and Highland Council about the possibility of using Challenge Funding to employ a town officer specifically for Cromarty. He said that it was a productive meeting and the feelings were that the best way of approaching this was by setting up a SCIO - Scottish Charitable Incorporated Organisations - (in full) .</p> <p>VC talked through in more detail about SCIO, outlining the benefits and drawbacks of this. VC circulated documents which can be found on OSCR’s (Office of the Scottish Charity Regulator) website and offered further support and advice if required. A wide ranging discussion took place. VC was then thanked for her input and left the meeting.</p> <p>It was agreed by all to continue to explore this route. VP suggested members research for themselves through OSCR’s website and continue to raise suggestions and questions via email in the interim.</p>	<p>All</p>
<p>5</p> <p>5.1</p>	<p><u>Police Report</u></p> <p>GP has not received a report from Police Scotland.</p> <p>It was noted that no Police representative had attended a C&DCC meeting for almost 2 years. It was agreed that JP will write to Local Area Commander, Ross MacKillop if no communications are forthcoming before the end of the year.</p>	<p>JP</p>

Item	Details	Action
<u>Matters Arising from 29 September 2014 minutes</u>		
6.1	(3.1 Points raised by NM). CF will deal with in his report (Appendix E)	CF
6.2	(4.1 Armed officer consultation). No need for comment as lots of organisations commenting. Discharged.	
6.3	(5.2 Bus shelter repairs). Communications continuing. Ongoing.	EQ
6.4	(5.4 New C&DCC notice board). Completed. Discharged.	
6.5	(5.5 Public Toilet Complaints). Discharged.	
6.6	(5.6 Nigg Ferry Complaints). Ongoing.	DA & CF
6.7	(5.9 Beach Clean). It was suggested this could take place before the Splash and Dash. Ongoing.	AH & CF
6.8	(5.10 Library wheelie Bin). GP enquired and the wheelie bin is permanently removed. The base is still there so EQ will ask the Library about removal of this.	EQ
6.9	(5.12 Town Officer Post meeting). Ongoing	
6.10	(5.14 Nancy's Bus Shelter). Order placed and Nancy informed. DB will liaise with Fettes and Nancy and DB & GP will check the site on completion.	DB & GP
6.11	(5.18 Relocation of green cabinets). In progress. Discharged.	
6.12	(8.2 Comments to Wanda). Discharged	
6.13	(10.2 Memorial Bench). This will go ahead. Discharged	
6.14	(10.3 Insurance for tractor). VP reported that there is a delay in discussions with HC regarding insurance for the vehicle. As DA was not present with an update, VP requested that rather than declare SORN, that members approve the immediate payment of the the insurance from accumulated funds until the matter is resolved. All agreed. Ongoing.	VP & DA
6.15	(10.4 Alternative Funding applications). Ongoing.	DA
6.16	(11.3 Highland Community Panel). DB has completed the forms and is now the nominated person to receive consultation emails. This will be added to DB's portfolio. Discharged.	

Item	Details	Action
6.17	(11.4 Black Isle Community Wind farm). GP compiled an information posting for the CL website. Discharged	
6.18	(12.3 Cromarty Lunch Club). All completed. Discharged.	
6.19	(12.4 Cromarty Garden Waste Collection). Discharged.	
6.20	<p>(14.13 Community Council Planning Policies). GP reported that other Community Councils do not have written policies about commenting on applications, but would reserve the right to comment on large projects or those in conservation areas. GP circulated by email, Planning Matters, a HC newsletter for Highland Community Councils.</p> <p>All areas had different approaches to Highland Councillors' attendance during planning discussions at Community Council meetings. Although Highland Councillors are not able to voice an opinion it was agreed it would be helpful if they can offer advice and be aware of how people feel. GP proposed a recommendation that Highland Councillors now remain in C&DCC meetings during planning discussions. All agreed. Planning Matters will now be moved to item 14 on the agenda.</p> <p>Discharged.</p>	
6.21	(14.4 Feedback on Wellington House Planning Application). GP passed on comments to HC. Discharged.	
7	<p><u>Gaelic Chapel</u></p> <p>Ongoing.</p>	
8	<p><u>Community Councillors' Portfolios-review/update</u></p> <p>8.1</p> <ul style="list-style-type: none"> • Black Isle Community Council meeting. GP reported on discussions regarding the role of Community Councils on the proposed Black Isle Community Wind Farm. It was agreed that in any wind farm development (commercial or community), the role of CCs was to oversee the process and ensure that residents have plenty of opportunity to be involved and be made aware of developments. • Excessive speed of vehicles on rural roads within the Black Isle area was raised as a concern for the whole area. 	
9	<p><u>Victoria Hall and Youth Cafe Reports</u></p> <p>9.1 VP presented her report. (See Appendix A)</p> <p>9.2 Youth Cafe Report. (See Appendix B).</p>	

Item	Details	Action
10	<p><u>Treasurer's Report</u></p> <p>10.1 VP presented her report. (Appendix C).</p> <p>10.2 VP presented the Six Month Accounts to 30th September. (Appendix D)</p> <p>10.3 VP asked members to consider if they would like her to go ahead and organise the Community Christmas Tree for the bottom of the Denny. This is usually up in time for the Film Festival, the first weekend in December. The cost of the tree and delivery is £125 and Rose Farm kindly help to put it in place. VP will enquire if there is any room for negotiation on the price from the supplier. VP was thanked for all her work.</p>	VP
11	<p><u>Highland Councillors' Reports</u> <u>Craig Fraser</u></p> <p>11.1 CF circulated his report. (Appendix E)</p> <p>11.2 GP raised the issue of unsafe verges which have been washed away at the bottom of the Farness Road.</p> <p>11.3 CF reported that repairs to the Victoria Park Bus shelter roof had been carried out.</p> <p>11.4 CF raised a concern (ref 10.5 of 29.2.2014 minutes) that soil from the school extension site, which contains New Zealand flatworm, may be disposed of in other locations in town with the possibility of spreading the problem.</p>	CF CF
12	<p><u>Correspondence</u></p> <p>12.1</p> <ul style="list-style-type: none"> • VP received copies of the Highland MARAC Annual Report 2013. • Notification received of Community Services Open Evening • GP received letter Supporting Armed Services in London • Notification of Transition Black Isle Meeting • GP received and circulated Planning Newsletter (see 6.20) • Ward Forum meeting. GP will confirm. 	

Item	Details	Action
13	<p><u>AOCB</u></p> <p>13.1 BT Superfast Broadband: GP informed the meeting of her disappointment to learn that this service, currently being rolled out in rural areas, will not make any improvement (and may even decrease the current speed), for those living outwith the direct Cromarty Area (1km is the optimum range). This was confirmed by DA after contacting HIE. GP will keep members informed and updated on this.</p> <p>13.2 Remembrance Sunday: The Chair of the C&DCC usually lays a wreath on behalf of the community at the memorial service, this year on Sunday 9th November. JP is unable to attend so EQ has agreed to do so. JP will contact Di Agnew at HC for further details</p> <p>13.3 Vodafone Sure Signal Ross 100 programme: Vodafone are giving rural locations boxes that give excellent Vodafone signal. JP approached Calico who readily offered to be the local champion for this service and in addition, will cover the £30 cost for each box and deal with the necessary paperwork. JP thanked Calico for their assistance and for being so helpful on this matter.</p> <p>13.4 Seaplane Memorial Plinth: VP pointed out that this is identified clearly in her C&DCC accounts sheets and does not need to appear as an ongoing agenda item.</p>	<p>GP</p> <p>JP & EQ</p> <p>GM</p>
14	<p><u>Date of Next Meetings</u> Monday 8th December 2014 @ 7.30 Hugh Miller Institute, Church Street, Cromarty & Monday 12th January 2015</p>	
15	<p><u>Planning</u></p> <p>Two new Applications received. (Appendix F)</p>	
	<p>JP thanked everyone for attending and for their input.</p>	

Summary of Action Points from meeting

Reference	To whom allocated	Notes
3.1	Craig	Follow up loose kerb stone on Church Street
3.1	Vivienne	Follow up damaged/missing basket ball hoops
3.1	Niamh	Re-check lighting on Shore Street. Report to HC if faulty
3.2	Niamh	Ask Wanda to post Awards news on CL website
4	All	Ref Town Officer Post: Research OSCR website for information on SCIO
5.1	Jeremy	Write to area Commander at end of year if necessary
6.1	Craig	Ongoing. Issues raised by Niamh last meeting i.e. Graveyard maintenance, litter at harbour etc
6.3	Estelle	Ongoing. Bus Shelter Repairs
6.6	David and Craig	Ongoing. Nigg ferry Complaints
6.7	Andrew and Craig	Arrange December beach clean before Splash and Dash
6.8	Estelle	Enquire about removal of bin base
6.10	Diane & Gabriele	Diane liaise with Fettes and Nancy and DB & GP check the bus shelter site on completion
6.14	Vivienne & David	Vivienne to pay tractor insurance from C&DCC funds, David to liaise with HC and Vivienne
6.15	David	Ongoing. To source someone to help with written revenue funding applications
10.3	Vivienne	Enquire about cost of Christmas Tree and order
11.2	Craig	Follow up unsafe verges on Farness Road
11.4	Craig	Follow up on concerns about disposal of soil containing New Zealand Flatworm on Primary School build site
13.1	Gabriele	Follow up on BT Superfast Broadband concerns
13.2	Jeremy & Estelle	Liaise over Remembrance Sunday wreath laying

Appendix A
Agenda item no 9.1

Cromarty & District Community Council

Committee Meeting 27th October 2014

Agenda Item 9 - Victoria Hall Report

1. Figures for the first 6 months in the current financial year are attached with a comparison to the same period last year. Finances remain healthy with nearly a 27% increase in Hall bookings income for the same period in 2013. Expenditure on Professional Fees last year has not been repeated but it should be noted that the Licence to Occupy with the Highland Council will be renegotiated in 2015-16 and some costs will be incurred then. Utility and supplies costs have remained steady and the extra repair costs reflect the minor works that have been completed during recent refurbishment works that have been funded from the Victoria Hall Maintenance Fund. The I&E surplus raised will help go towards current and future planned costs from this Fund. Following last year's acoustic panelling work costing £3,490 and this year's £3,452 spend on the floor resurfacing and main hall redecoration, the VHMC have also contracted to spend an estimated further £2,000 on refurbishment of the kitchen area and the replacement main hall banners. This will mean that nearly £9,000 has been reinvested in to the Hall which we feel is reflected in the increased Hall revenues. This has been funded from the surpluses that have been realised since the C&DCC/VHMC has taken over the management of the Hall.

ACTION - Information only, no action required.

2. Youth Café Report - Attached.

ACTION - Information only, no action required.

3. A kitchen equipment register has been created to monitor the cleaning of the new cooker and the heated trolley by all users.

ACTION - Information only, no action required.

Vivienne Plampton

Appendix B

Agenda item no 9.2

YOUTH CAFE REPORT TO C&DCC

OCTOBER 2014

Junior Youth Café - All of the young people that have attended the youth café have had the opportunity to attend many different activities - Socc-a-cize football with Steve, Bootylicious Dancing with Steve, Lazertag, Bounce boot Basketball, Spooky Halloween decorations and lots of different arts and crafts.

Wanda's Diamond Divas - The girls have started doing dancing with Libby from Eden court again and they love the dancing with her, she is teaching them all new routines and they have been offered tickets to a dance showcase in Eden Court on Monday 17th November.

Cromarty Cook Well Project - The Youth Café have teamed up with Calman to offer a group of 8 young people a cooking course, enabling young people to cook on a budget and make quick but healthy meals, each week they make 4 different courses, a Bread, Starter, Main Course & a Dessert. All of the group are really enjoying this project,

Cromarty Chanter Class - All of the pipers are coming on really well. The pipers are going to be doing a sponsored pipe on Saturday 8th November at the Community Market. They are also going to be playing at the Cenotaph on Sunday 9th November.

Cromarty Sailing Project with Simon Simms - This project has finished for the year now but all of the young people that took part in this have really enjoyed the opportunity in taking part in the project and can't wait until next year to do it again.

Saltire Awards - We still have a number of young people helping at the Youth Café and are gaining hours for their Saltire Award. One young girl Alisha Urquhart, who used to live in Cromarty, has won an award: The Highland Council Tennant Volunteer Award 2014 - Young Person of The Year. This is the second year that this award has been brought back to Cromarty.

Fraser Thomson
Assistant Youth Worker
Cromarty Youth Café

Appendix C
Agenda item 10.1

Finance Report – Cromarty & District Community Council			
Agenda Item No 10 - Treasurer's Report			
Period: 29th September to 26th October 2014			
General Income			
Publications Sales	£	70.00	
Less:			
General Expenditure			
Secretarial Services - September meeting	£	50.00	
Repairs - Unfunded Noticeboard Costs	£	234.00	
Fettes Sawmills - 'Nancy' Bus Shelter Repair	£	545.99	BI Grant awaited not yet approved
Postage & Stationery	£	0.93	
Increase/(Decrease) in Accumulated Fund		£(760.92)	
Fund Income			
Monday Lunch Club - BI Ward Budget Grant	£	500.00	
Bonfire Night Fund - HC Ward Budget Grant	£	500.00	
Bonfire Night Fund - Loan from Gala Day Fund	£	717.84	
Less:			
Fund Expenditure			
Bonfire Night Fund - Fireworks Purchase	£	1,460.68	
Gala Day Fund - Loan to Bonfire Night Fund	£	717.84	
Increase/(Decrease) in Other Funds		£(1,178.52)	
Net Assets			
Accounts Receivable @ 26.10.14	£	179.50	Publications Sales not yet received
Accounts Payable @ 26.10.14			
Bank & Cash in hand balances as @ 26.10.14	£	9,861.03	
Total Net Assets at 26th October 2014		£10,040.53	
Comprising:			
Community Council Accumulated Fund	£	1,683.53	
Provision for Guide Book reprinting	£	717.50	287 sold at £2.50 cost = £ 717.50
Seaplane Plinth Fund	£	820.13	
Bonfire Night Fund	£	500.00	
Splash & Dash Fund	£	945.74	
Monday Club Fund	£	766.30	
Lonna's Lights Fund	£	208.00	
Gala Day Fund	£	4,399.33	
		£10,040.53	
Vivienne Plampton 26.10.14			

Appendix D
Agenda item 10.2

SIX MONTHS ACCOUNTS to 30th SEPTEMBER 2014					
		Apr - Sep 14	Apr - Sep 13	£ Change	% Change
Income					
	Donations & Gifts	80.80	257.40	(176.60)	-68.61%
	Grants	500.00	500.00	0.00	0.0%
	Hall rental income	3,908.00	3,082.00	826.00	26.8%
	Youth Café Rental	900.00	900.00	0.00	0.0%
	Total Income	5,388.80	4,739.40	649.40	13.7%
Expense					
Office Expense					
	Printing, Postage & Stationery	33.19	24.20	8.99	37.15%
	Professional Fees	0.00	360.00	(360.00)	-100.0%
	Sundry Petty Cash Expenses	38.85	0.00	38.85	100.0%
	Total Office Expense	72.04	384.20	(312.16)	-81.25%
Premises					
	Electricity	650.00	609.85	40.15	6.58%
	Oil	796.31	784.41	11.90	1.52%
	Repairs and Maintenance	507.90	298.48	209.42	70.16%
	Supplies	67.64	78.48	(10.84)	-13.81%
	Water charges	288.00	312.00	(24.00)	-7.69%
	Total Premises	2,309.85	2,083.22	226.63	10.88%
Staff Costs					
	Salaries	1,297.92	1,284.42	13.50	1.05%
	Total Staff Costs	1,297.92	1,284.42	13.50	1.05%
	Total Expense	3,679.81	3,751.84	(72.03)	-1.92%
	Surplus for the 6 month period	1,708.99	987.56	721.43	73.05%

Appendix E
Agenda item 11.1

Meeting 2nd October 2014

Location - Cromarty

Topic - Update on outstanding issues from meeting held 12th July 2013, 26th March 2014 and 15th July 2014 and 2nd October 2014

In attendance - Ricky McNab (Highland Council), Richard Porteous (Highland Council), Ewan Marsh (Highland Council), John Maclean (Assistant Area Manager ISS), Councillor Craig Fraser ward 10

This meeting was arranged to discuss and report on ISS grounds maintenance contractor performance and future grounds maintenance in Cromarty to end 2015. The baseline of the report is the overview of meeting dated 15th July 2015.

1. **Scruffy area next to the ice house** - Initial action required to prune, dig out unwanted shrubs and self-seeded trees to give basic structure for future planting and ongoing maintenance also using original work plan from 1992. Reinstate path at side of ice house (ISS to price this initial work). DLO to liaise with relevant departments and ISS to achieve low maintenance focal area. Commitment required from DLO or community to maintain simplified planting scheme.
2. **Bank** - that runs along Braehead to fenced area - Scrub to be cleared and cut back to base of bank. Initial works to be costed and subject to acceptable rates, works completed by ISS. Details with ISS finance team
3. **Links** - Shore side looking a great deal better and manageable ISS to continue to cut grass to shoreline.
4. **Links** - Full area on contact maps to be maintained by ISS. Braehead sloped side grass to cut to line up with trees initial cutting has started. Extended area to be added (at minimal cost) to ISS contract for maintenance - Details with ISS finance team
5. **Signage to Allen Square loos** - Indicative costs received from Highland Council further discussion to be held with Cromarty Community Council
6. **Byre** - Tall bushes to be pruned hard back to 1.5m with annual growth bushes to be maintained between 1.5 to 2m - this action will be unsightly to start with but in longer term be more manageable. Additionally this will still provide wind protection and open the view to the firth. Initial work and hard prune only viable if DLO accept on-going maintenance.
7. **Right-hand corner Marine Terrace** - Consider removing these bushes and grass this area for ease of maintenance - Residents and Community Council to be consulted.
8. **Road Gulley** - Outside 'Beachview' Marine Terrace - ongoing discussion.
9. **Townlands Park** - Improved appearance - gaps in perimeter fence need to be closed, remove protruding bench brackets (Health & Safety) that are sticking out of the ground, latch missing from small gate far right of the play park, large galvanised gate to be re-hung, consider changing impact zone bark below play equipment to modern maintenance free grass matting.

10. **Townlands Park** - Temporary fill various potholes.

11. **Victoria Park** - Big improvement from meeting of 15th July - temporary repairs to close gaps in perimeter fence. Recent issues of impact zone below play equipment out of specification, and loose and missing states from bus shelter fixed. Consider changing impact zone bark below play equipment to modern maintenance free grass matting.

12. **Burial grounds** - Community services DLO management agreed to a single season trial wherein ISS would maintain burial grounds. To be reviewed 2015 - Agreed local member and community council would be asked to comment on success or otherwise towards end of season. **Feedback from local member Councillor Craig Fraser** - Vast improvement since meeting of 15th July 2014, reduction in complaints from the public (most welcome) - this was the area of most concern from members of the public. Options for continuing improvements could be that some of the paths in the burial grounds be grassed instead of gravel - more discussion with Community Council required. It is my opinion that should there be continued improvements of the general grounds maintenance and more importantly burial grounds maintenance within Cromarty, the retention of the ISS contractor for 2015. ISS contract has been extended for Highland for 2015. Original contract excluded burial grounds in our area but can be varied in for 2015 if area management agree.

Post meeting note:

Although ISS were commended for improving standards it was noted that a number of grass plots exceeded permitted tolerance for grass type. ISS have been instructed to take remedial action.

END OF REPORT - Councillor Craig Fraser 3rd October 2014.

Appendix F

Agenda item 15

New Planning

14/03393/FUL | Installation of two telecoms cabinets (retrospective) | Land Adjacent To 3 Allan Square Cromarty – Pending Consideration

14/03200/FUL | Installation of two telecoms cabinets | Telephone Exchange Denoon Place Cromarty – Pending Consideration

Update on Planning Applications

14/03059/FUL | Erection of extensions to house | The Cottage Shoremill Cromarty IV11 8XU – Permission Granted