# **CROMARTY AND DISTRICT COMMUNITY COUNCIL**



Minutes of meeting held on Monday 27th June 2016, 7.30pm in the Hugh Miller Institute



Estelle Alan M Youth Highla Police Memb	nunity Councillors: Jacquie Ross (JR) Chair, Diane Brawn (DB) Secretary, e Quick (EQ) Treasurer, Rosemarie Hogg (RH), Kenneth MacFarlane (KM), McDonald (AM), Gabriele Pearson (GP). Representative: and Councillors: Cllr David Alston (DA), Cllr Craig Fraser (CF) e Scotland: per(s) of the public: Tony Van Dyke (TV) Representing Harbour Trust nunity Council Minute Secretary: Gillian McNaught (GM)	)8.20
	<i>(Minute Secretary's note).</i> Following the conclusion of the C&DCC AGM meeting at 7.15pm, it was agreed by all Members that an item for informal discussion would take place in private at the request of other parties involved. This duly took place and finished at 7.30pm. JR proposed this item as ongoing and Members <b>agreed.</b>	
1	Chairman's WelcomeJR welcomed everyone to the meeting.Apologies: PC Calum Reid (PC CR) & Nigel Shapcott.	
2	Declaration of Interests No new declarations.	
3	Approval of previous Minutes 30th May 2016The following additions were requested: (18.3) Nigel Shapcott included in the defibrillator subgroup. (14) CF has sent a report and requests to Highland Council to alleviate the drainage problems at The Paye, Vennels and Church Street.The Minutes were then approved by KM and seconded by AM.	
4	Youth issues JR had spoken to Sativa Alexander, the C&DCC Youth Representative for 2015-2016 and thanked her for her hard work and contribution to the meetings. The new representative is Bryn Leyshon who will attend after the summer.	

5	Cromarty Care Project	
	No report this month	
6	<u>Harbour Trust</u>	
	<ul> <li>TV reported that the Harbour Users Group had met for a second time.</li> <li>The Trust is researching the role of Harbour Master/Manager with a view to engaging someone in this position and is also seeking a Book Keeper.</li> <li>TV thanked Cllr DA and HC for the £4000 grant award to engage a specialist Engineer to look at previous ideas and records and devise a future plan and strategy for the Harbour. This process will also involve a public consultation.</li> <li>The Harbour Trust is currently overseeing 22 'live' projects, including repairs to the pier and a two year project to replace pontoon chains at a cost of £10,000.</li> <li>The Harbour Revision Order is still in the hands of Transport Scotland.</li> <li>DB reported from the last BICC meeting that Black Isle Partnership will be accepting bids for a £3M fund for Black Isle projects and passed this information to TV.</li> </ul>	
7	Police Report No report this month due to holidays.	
8	Matters Arising	
8.1	(4 Contact Vivienne for advice ref: Public Liability for groups) Ongoing.	JR
8.2	(6 Contact CCP ref repayment of funds and future status). Done. Discharged.	
8.3	(6.4 Continue progress on travel plan with Primary School). Discharged.	
8.4	(6.7 Update on master copy for Hospital Road sign). The Master copy is cannot be found and the cost to replace would be $\pounds 3 - 400$ , so the proposal to replace this sign not currently viable. <b>Discharged.</b>	
8.5	(6.8 Contact HC about Bank Street lorry access/damage issues and Traffic Management Plan for Cromarty). Source correct contact and then take forward. <b>Ongoing.</b>	CF
(cont)		

(cont)		
8.6	(6.12. Follow up on unclean state of Alan Square Toilets). In CF's report to HC. <b>Discharged.</b>	
	(6.14 Follow up outlets for C&DCC publication sales). Amazon is not a feasible option for sales but EQ has approached Waterstones in Inverness and has yet to hear back. Ebay is a possibility but C&DCC would have to become an Ebay seller. AM will investigate further. Plexus advises that selling through Cromarty Live would not be difficult, so Members <b>agreed</b> EQ will set up a Paypal Account. GM to contact Kristina about JR and EQ sharing the log in.	AM EQ & GM
8.7	(6.15 Report back on final voting on 50mph pilot scheme.). The majority on the Black Isle was <b>against</b> this introduction. <b>Discharged.</b>	ID
8.8	(16.1 Distribute details ref: Townlands Barn). Ongoing.	JR
8.9	(6.16 Report back on request for market stall storage). A shed has been offered by Townlands Together, but it may be too small. Ongoing.	JR
8.10	(6.20 Report back on trees in Forsyth place). A site visit by HC has been undertaken. The trees are not of a state that requires felling but problems identified can be helped by thinning crowns and branches and the removal of a young elm. Sam Lowe at HC will complete the necessary paperwork for this to go ahead. <b>Discharged.</b>	
8.11	(6.23 Contact HC Waste ref: additional bin in Victoria Park). CF will follow up. <b>Ongoing.</b>	CF
8.12	(6.25 Monitor table and chairs on pavement causing an access issue on corner of Church Street). RH has received additional complaints so will have a further discussion with the owner. <b>Ongoing.</b>	RH
8.13	(7 Advertise on Facebook requirements for CAB Remote Service). Wanda has offered the <i>long term loan</i> of a laptop from Townlands Together, currently surplus to requirements . <b>Discharged.</b>	
8.14	(9 Ask about what is considered relevant issues to report to Police). <b>Ongoing.</b>	GP
8.15	(10 Post request for Gaelic Church Trustees on Facebook). Done. Discharged.	
8.16	(11.4(1) Notices for the Links). Sign is made. JR to contact John Nightingale again and email draft wording to Members. <b>Ongoing.</b>	JR
8.17	(11.4 (2) Ask Crystal about white line markers). Fortrose Academy have them. <b>Discharged</b> .	
(cont)		
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8.18	(11.4 Follow up with HIE Development Trust Association about potential funding and discuss suggestions with John Nightingale). <b>Ongoing.</b>	JR
8.19	(17 Report to HC about cutting at path side between Clunes and 100 steps). This has been investigated. <b>Discharged.</b>	
8.20	(17 Follow up complaint about removal of rose and marker at grave). CF will pick up in his report. <b>Ongoing.</b>	CF
8.21	(17 Feedback information regarding Townlands Barn). Duplicate action (6.20). <b>Discharged.</b>	
8.22	(17 Ask HC about possibility of passenger shelter at Ferry slipway). Following contact with David Summers, HC confirmed shelters will be installed on the Nigg and Cromarty sides. <b>Discharged.</b>	
8.23	(18.2(1) Follow up on speed signs). Ongoing.	GP
8.24	(18.2 (2). Attend first 'drop in' session at August meeting at 7pm.). Organised. <b>Discharged.</b>	
8.25	(18.2 (3&4) Follow up on volunteers in survey and possible business group). Ongoing.	JR
8.26	(18.3 Set up Just giving page for Lucky2Bhere and defibrillators). The Just Giving page has raised £820 of the £1000 target. JR thanked everyone for their support to date. <b>Ongoing.</b>	JR
8.27	(18.4 Follow up with HC complaints about grass cutting in Park). On CF's report to HC. <b>Discharged.</b>	
10	Gaelic Chapel	
	CF reported that HC continues discussions with John Nightingale. Growth of ivy over the last 10 years has been significant and HC has been asked to remove it appropriately to avoid further damage. Self seeded trees will also be removed.	
10	<b>Review of Community Councillors' Portfolios</b>	
	This was completed and the Portfolio list updated (Appendix A).	GM

<ul> <li>EQ circulated her report prior to the meeting. (Appendix D).</li> <li>It was agreed EQ would submit an application to the Ward Budget for reimbursement of the bench base.</li> <li>The CCP lump sum was the remaining funding for the Resilience Project and is now spent as detailed.</li> <li>Guide book sales are picking up.</li> <li>Fran Sadler from the Cromarty Open Gardens Group requested that donations received at their upcoming event are paid to C&amp;DCC and thereafter divided between Fourways and Cromarty Care Project. Agreed.</li> <li>Highland Councillors' Reports</li> <li>David Alston</li> <li>Public Toilets budget cuts - the HC February budget set a 50% saving on the provision of Public Toilets. There have been suggestions of installing pay barriers but the nature of the building in Cromarty may not be suited to this. Some areas have opted for the 'Comfort Scheme' where local businesses allow use of their facilities but members agreed that loss of the Public Toilets in Alan Square would be hugely detrimental to the Town. C&amp;DCC will look proactively at this matter including the possibility of the toilets being managed locally within the allocated HC budget.</li> <li>New Zealad Flatworm - There is no NZ Flatworm in the soil moved from the school to White Dykes, but the issue of what happens to the carth remains. DA has followed up with Brian Porter at HC Education, but no plans for the site have been forthcoming. JR will follow up.</li> <li>Community Planning - this is a process of public bodies working together with communities to plan and provide public services and will be an opportunity to get involved in decision making on a more local level. The Highland Community Planning - thereis of voluntary, community public and private sector organisations. Further information can be found on the HC website.</li> </ul>	11	Victoria Hall Report	
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	(cont)		

(cont)	Craig Fraser	
13.2	<ul> <li>CF had met with HC officials and is working on resolving pressing issues:</li> <li>1. Victoria Park Fence Repairs</li> <li>2. Links Grass Cutting - Report compiled by Sheila Currie &amp; CF (Appendix E).</li> <li>3. Townlands Park - The Jetpatcher is not suitable for repairing potholes in this area but within the next 3 weeks, the affected road surfaces will be marked, cut out and refilled. Impact bark in the playground needs refilling and levelled.</li> <li>4. Overgrown vegetation - A local contractor may be appointed to deal with overgrown bushes at the ice house and Links carpark.</li> </ul>	CF
14	The Links	
14.1	There has been a noticeable benefit to local businesses with the opening of the Links. A sign has been made to direct camper vans to park further back from the shore, leaving that area as an amenity for the Town.	
14.2	GP had contacted HC Planning for advice on the possibility of a <b>Caravan Park on the Links</b> (Minutes 25.4.2016, item 14). A plan would have to be drawn up and approved by the landowner, John Nightingale at the outset. Further considerations would require a change of use application; considerations of impact to listed buildings and the Link's designation as an 'Open Space'; suitability of access; traffic management in relation to Ferry traffic and archaeological, environmental health and coastal flooding considerations. If the area is designated a flood risk, it would immediately halt a development on this site.	
	GP was thanked for her feedback on this.	
15	Cromarty Ferry The C&DCC welcomed the arrival of the new Cromarty Ferry, <i>Renfrew Rose</i> which is now in operation. KM reported an increase in visitors to the Town and Balintore and Nigg residents regularly coming for day visits again. KM reported that unfortunately the Ferry licence has been delayed due to additional documentation and conditions requested by the Maritime and Coastguard Agency (MCA). It is hoped this is resolved soon.	

16	Correspondence	
16.1	Letter of notification received from the Licensing Board regarding licensing of the Factor's House. No action required.	
16.2	A copy of the Scottish Fire and Rescue Service Strategic Plan received for consultation. GP to circulate to Members.	GP
16.3	<b>Black Isle Community Broadband Scheme -</b> David Fraser and Tim Pearson are withdrawing from their plan to set up this project but are happy to provide information and support to anyone else wishing to pursue it. Further information about the decision can be found on their website.	
16.4	<b>Knockbain CC</b> has written to C&DCC to encourage Black Isle traffic to use the A832 to Tore and not take a short cut via Munlochy village although it was noted Killearnan CC are not wishing increased traffic either.	
16.5	<b>Heartstone</b> - email received from this organisation regarding a project to develop a Community Book. Members <b>agreed</b> to invite Sitakumari, Director of Heartstone to the August meeting of the C&DCC to give a short presentation.	DB
16.6	<b>Community Choices Fund</b> - This is a new funding initiative that the Scottish Government has launched. The fund is available to support participatory budgeting (PB). PB is recognised internationally as a way for local people to have a direct say in how, and where, public funds can be used to address local needs. More information on PB and the funding available via the link below-	
	www.gov.scot/Topics/People/engage/CommunityChoicesFund	
	The deadline for applications is the 29 <sup>th</sup> of July. Bids of over £20k will be given preference and areas of deprivation will be targeted.	
17	AOB	
	<b>Review of Agenda items -</b> this was completed. Some items will now be discussed under Members' Portfolios.	GM
19	<u>Planning</u>	
	No new Planning applications.	
20	Date of Next Meeting	
	Monday 29th August 2016, Hugh Miller Institute, Church Street, Cromarty @ 7.30pm.	
	JR thanked everyone for attending and for their input. The meeting concluded at 8.55pm.	

# Summary of Matters Arising & Action Points

Reference	To whom allocated	Notes
8.1	Jacquie	Contact Vivienne for advice ref: Public Liability for groups
8.5	Craig	Find correct Contact about Bank Street lorry access/ damage issues and Traffic Management Plan for Cromarty
8.6	Alan	Follow up on C&DCC publication sales on Ebay
8.6	Gillian	contact Kristina about sharing CL log with Estelle and Jacquie for publication sales and C&DCC updates.
8.6	Estelle	Set up Paypal Account for selling publications on CL Website
8.8	Jacquie	Distribute details ref: Townlands Barn
8.9	Jacquie	follow up on offer of shed for market stall storage
8.11	Craig	Contact HC Waste ref: bin in Victoria Park
8.12	Rosemarie	Contact business owner about pavement access,
8.14	Gabriele	Ask about what is considered relevant issues to report to Police
8.16	Jacquie	email to members draft Notices for the Links and contact John Nightingale
8.18	Jacquie	Follow up with HIE Development Trust Association about potential funding and discuss suggestions with John Nightingale.
8.20	Craig	Follow up complaint about removal of rose and marker at grave on his HC report
8.23	Gabriele	Follow up on speed signs
8.25	Jacquie	Follow up on volunteers in survey and possible business group
8.26	Jacquie	Further advertising to reach the target amount for Lucky2BHere
10	Gillian	Update Portfolio List and circulate
12	Estelle	Submit Ward Budget Application for cost of bench base
12	Estelle	Bank donations from the Open Gardens Day and distribute to organisations as instructed.
13.1	Craig & All	CF to report back with the current HC budget for Cromarty Public Toilets and Members discuss further
13.1	Jacquie	Contact Brian Porter at HC Education about soil from school build on Whitedykes site
13.1	All	Keep informed about Community Planning developments

13.2	Craig	Look at possibility of local contractor carrying out pruning work at the Ice House at Marine Terrace.	
16.2	Gabriele	Circulate Scottish Fire and Rescue Service Strategic Plan to Members	
16.5	Diane	Invite Sita to next meeting to give presentation on Heartstone project	
17	Gillian	Update standard C&DCC Agenda	

## Appendix A <u>Agenda item 10</u>



#### **Councillors' Ex-Officio Portfolios** UPDATED June 2016

ITEM	Lead Role	Supported By
Black Isle Community Council Liaison	Diane Brawn	Gabriele Pearson
Christmas Tree and Lights	Jacquie Ross	
Cromarty Care Project	Gabriele Pearson	
Cromarty Ferry	Kenneth MacFarlane	Alan McDonald
Communications (Facebook etc)	Jacquie Ross	Alan McDonald
Community Groups & Events	Alan McDonald	Estelle Quick & (Georgia Macleod)*
Cromarty Leaflets & Booklets	Estelle Quick	Diane Brawn
Cromarty Tractor/ Bus services & Road Surfaces	Rosemarie Hogg	Gabriele Pearson
Dog Fouling	Estelle Quick	
Harbour	Jacquie Ross	
Hugh Miller Institute Keys & Bookings	Estelle Quick	
Links/Beaches and Litter	Jacquie Ross	
Middleton Trust	Jacquie Ross	(David Alston)*
Nigg Liaison & Nigg Noise	Diane Brawn	
Planning	Gabriele Pearson	Diane Brawn & (Lynne Sproull)*
Police Liaison	Gabriele Pearson	
Victoria Hall & Community Noticeboard	Estelle Quick	

### \* Non Councillor support role only

# Appendix **B**

#### <u>Agenda item 11</u>

#### Cromarty & District Community Council Meeting - 27<sup>th</sup> June 2016

#### Agenda Item 11 - Victoria Hall Report

1. The Hall's financial position is very stable and bookings remain healthy. We have had to spend over £200 on extensive repairs to the waste water drainage system in the upstairs ladies cloakroom.

#### ACTION - Information only, no action required.

2. The Licence to Occupy renewal is still ongoing. Unfortunately no change from our last report. We understand the draft of a new Licence is still with the Highland Council's Legal Department. We have had to agree to pay for their legal costs, which we hope to have funded by the BI Discretionary Fund. Still awaiting estimate of costs to make the application to Di Agnew.

#### ACTION - Information only, no action required.

**3. Emergency Resilience Project** - Since the last report, we have completed the final electrical work. Other outstanding works should be completed in July. Once all works have been completed, dress rehearsals will be undertaken for using the Hall as an Emergency Response Centre, as part of the Community's Emergency Action Plan.

#### ACTION - Information only, no action required.

4. The outstanding Highland Council repair jobs remain outstanding and have now been added to by a smashed skylight, above the meeting room, presumably caused by a ball from the multi-court. With recent heavy rain this damage is causing a leak in the meeting room.

#### ACTION - Information only, no action required.

5. We have now heard from Historic Environment Scotland who have confirmed that the main Hall building is now a listed Grade C building (see attached for details).

#### ACTION - Information only, no action required.

6. Youth Café Report - No report this month as the Youth Café commence their Summer Programme.

ACTION - Information only, no action required.

#### Alan Plampton, VHMC

Prepared by Gillian McNaught

# Historic Environment Scotland Àrainneachd Eachdraidheil Alba

#### BY EMAIL

Vivienne Plampton

Vjg.ap@btinternet.com

#### **Designations Team**

Longmore House Salisbury Place Edinburgh EH9 1SH Direct Line: 0131 668 8705 Switchboard: 0131 668 8600 designations@hes.scot Our ref: HGH/B/HF/56 8 June 2016

Dear Ms Plampton

Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 Buildings of Special Architectural or Historic Interest Victoria Hall, High Street, Cromarty

#### This letter is to inform you of a decision that affects this property.

#### Please read it carefully.

I am writing to let you know that Victoria Hall excluding flat-roofed rendered extensions to southwest and southeast, High Street, Cromarty at IV11 8YR has been listed at category C. If you are not the owner of this property please let us know as soon as possible. The report on handling and the assessment against the criteria which informed this decision has been published on our website at http://portal.historicenvironment.scot/decision/500000676.

The information in the assessment against the criteria has been used to create the listed building record and this can be viewed on our website at http://portal.historicenvironment.scot/designation/LB52384.

Highland Council has been made aware that this building has been listed.

As a listed building the property has been legally protected with effect from 25 May 2016 under Section 1 of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997.

#### How does listing affect me?

It means that if you want to make changes to the property which the local authority considers would affect the character of your listed building you will need to apply for listed building consent before starting work. You apply to your local authority for consent and they can advise you on any development proposals.

Historic Environment Scotland -Scottish Charity No. SC045925 Registered Address: Longmore House, Salisbury Place, Edinburgh, EH9 1SH

Listing isn't intended to prevent development but instead to signal that there is a special interest that should be taken into account in the planning process. **Where do I go for more information?** 

More information about listing can be found on our website at www.historic-scotland.gov.uk/ index/heritage/historicandlistedbuildings and in our booklet *Scotland's Listed Buildings* which can be accessed at www.historic-scotland.gov.uk/scotlandslistedbuildings.pdf. If you would prefer a paper copy I will be happy to post one to you.

#### How do I appeal this listing?

Owners, occupiers and tenants have a statutory right of appeal for a new listing. Appeals are made to the Directorate for Planning and Environmental Appeals (DPEA). There is no fee to make an appeal. Appeals can be made on the grounds that the building is not of special architectural or historic interest and should be removed from the list.

You must make your appeal within three months of this notification letter.

Appeal forms and guidance notes for making appeals are available at DPEA: Directorate for Planning and Environmental Appeals 4 The Courtyard Callendar Business Park Callendar Road Falkirk FK1 1XR

Website: www.dpea.scotland.gov.uk Email: DPEA@gov.scot Telephone: 01324 696 400

Yvonne Hillyard is the officer for this case and can be contacted on 0131 668 8088 or yvonne.hillyard@hes.scot if you have any questions about this letter.

Yours sincerely

#### David Fraser

**Designation Support Officer** 

Historic Environment Scotland -Scottish Charity No. SC045925 Registered Address: Longmore House, Salisbury Place, Edinburgh, EH9 1SH

# Appendix D <u>Agenda item 12</u>

Agenda Item No 13 - Treasurer's Report       Period: 19/5/16 - 26/6/16         General Income       Image: Secretarial Services - May         Secretarial Services - May       £         Data Protection registration renewal       £         Mackay bench base       £         Increase/Decrease in Accumulated Fund       Image: Secretarial Service Secretarial Services - Secretarial Services - Secretarial Services - May	£ 35.00	Image: set of the set of th
General Income       Image: Comparison of the second	£ 35.00 £ 250.00	Image: Constraint of the sector of
Less: General Expenditure Secretarial Services - May Data Protection registration renewal Mackay bench base f	£ 35.00 £ 250.00	Image: set of the set of th
General Expenditure       £         Secretarial Services - May       £         Data Protection registration renewal       £         Mackay bench base       £	£ 35.00 £ 250.00	Image: Constraint of the sector of the se
General Expenditure       £         Secretarial Services - May       £         Data Protection registration renewal       £         Mackay bench base       £	£ 35.00 £ 250.00	Image: set of the set of th
Secretarial Services - May       £         Data Protection registration renewal       £         Mackay bench base       £	£ 35.00 £ 250.00	
Data Protection registration renewal       £         Mackay bench base       £	£ 35.00 £ 250.00	
Mackay bench base £	£ 250.00	
Increase/Decrease in Accumulated Fund	£335.00	
Fund Income		
Community Christmas Fund - Cromarty Stores collecting box £	£ 20.27	
Emergency Resilience Fund - reimbursement from Cromarty Care £		
Less:		
Fund Expenditure		
Emergency Resilience Fund - generator £	£ 5,014.80	
Emergency Resilience Fund - shed base £	,	
Emergency Resilience Fund - sealants etc £	,	
Emergency Resilience Fund - tool hire etc £		
Increase/Decrease in Other Funds	£964.46	
Net Assets		
Bank & Cash in hand balances as at 26/6/16 £	£ 8,168.28	
Accounts receivable £	,	Guidebook sales - Cromarty Courthouse & Cromar
	L 251.00	
Total Net Assets at 26/6/2016	£ 8,399.28	
Comprising:		
Community Council Accumulated Fund £	£ 1,199.61	
Provision for Guide Book reprinting £	£ 290.80	
Seaplane Plinth Fund £	£ 48.93	
Bonfire Night Fund £	£ 1,102.86	
Splash & Dash Fund £		
Monday Club Fund £		
Community Christmas Fund £		
Gala Day Fund £		
Emergency Resilience Fund £		
Tractor Operations Fund £		
f	£ 8,399.28	
Estelle Quick 26/6/16		

Protecting the front of Cromarty Links

The Community Council agreed in 2015 to leave strips of unmowed grass at the front (sea-ward) edge of the links, to protect the Links from erosion and overuse by allowing plants (such as Marram grass), weed, sand and stones to collect and build-up the height of the Links.

The diagram below shows the plan agreed with the ISS contractors on 27 June 2016 to make a mowing edge while leaving good access for folk to get onto the beach.

The part highlighted in yellow will have an unmowed strip of at least 0.5m wide, broadly following the coastline.

The Red line shows the mowing edge, where three areas are mowed to the edge, so allowing access to the beach. (apologies for wobbly line!)

The coloured arrows show where the change in mowing regime happens:

- Orange at point extending the southern edge of the fenced football pitch
- Green the dog poo bin
- Purple the Clearance stone

The carrying out of this mowing change will be overseen by ISS

The people of Cromarty will be able to tell the Community Council how this is working; eg if the strips are the right width, if the access points are where they should be, and so on. The wide access area includes the place where the Guy Fawkes bonfire is held.

