



# LERWICK COMMUNITY COUNCIL

## CHAIRMAN

Mr Jim Anderson  
66 Breiwick Road  
Lerwick  
Shetland ZE1 0DB

Tel. 01595 693540 or 07803 342304  
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## CLERK

Mrs Katrina Semple  
Community Council Office  
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Shetland ZE1 0AN

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28 January 2014

Dear Sir/Madam

You are requested to attend a meeting of Lerwick Community Council to be held in the **Town Hall Chamber**, Town Hall, Lerwick at **7.00pm** on **Monday 3 February**.

The next meeting Lerwick Community Council will be on Monday 3 March 2014.

Yours faithfully

*K Semple*

Katrina Semple  
Clerk to the Council

## LCC Members Literature in Office

Fuel Bills Survey Report-Shetland Islands CAB

# BUSINESS

1. Hold the circular calling the meeting as read
2. Apologies for absence
3. Approve minutes of the meeting held 6 January 2014
4. Business arising from the minutes
5. Update – Proposed New Anderson High School - Ms Helen Budge, Director, Children's Services; Mr Trevor Smith, Project Manager, Capital Programmes; Ms Annie Say, Natural Capital and Ms Annie Nicolson, Clerical Assistant, Children's Services
6. Local Fire & Rescue Plan for Shetland Islands 2014-2017  
**Note: The Plan will be available to view at February meeting**
7. Shetland Policing Plan Priorities (Proposed) 2014-2015
  - 7.1 Lerwick North
  - 7.2 Lerwick South
8. Grotty Buckie Stiles – Scotland's Paths for all
9. Correspondence
  - 9.1 Closure of Shetland Oiled Bird Cleaning Unit – Ms Emma Smith, Communications Officer, Scottish SPCA
  - 9.2 Closure of Shetland Oiled Bird Cleaning Unit – Prof Mike Richardson, Chairman, SOTEAG & WRCC
  - 9.3 Disrepair-Sletts Sea Path – Mr Magnus Malcolmson, Leisure Facilities Officer, SIC
  - 9.4 Burgh Road Parking Increase - Mr D Coupe, Executive Manager, Roads, SIC
  - 9.5 CCTV and Vehicles on Commercial Street – Chief Inspector A MacInnes, Police Scotland
  - 9.6 Mill Lane-Pedestrian Safety – Mr D Coupe, Executive Manager, SIC
  - 9.7 Pavement Parking Issues-Grantfield Garage & The Red Dragn Takeaway – PS D Livitt, Police Scotland
  - 9.8 Late Hours Catering Extensions – Ms Patti Dinsdale, Environmental Health Officer, SIC
  - 9.9 Path-Westerloch to Clickimin Centre – Ms E Skinley, Road Safety Officer, SIC
  - 9.10 Ruddy Park SPS Outfall Pipeworks – Mr R Aitken, CID Project Manager (Shetland), Scottish Water  
**Note: Photographs of site, before and after works, will be available to view at February meeting**
10. Financial Report as at 27 January 2014
11. Application for Grant Funding
  - 11.1 Peerie Galley Shed Ground Rent - Junior Up Helly Aa  
**Note: Historically, this application has been funded on an annual basis; therefore, the full amount applied for has been accounted for in Annual Grants and Projects section in the Financial Report, but requires to be ratified.**
12. Funding Opportunities
  - 12.1 Centenary Memorials Restoration Fund
13. Community Development Fund Review
  - 13.1 Community Development Fund Questionnaire
14. Application for Premises Licence
  - 14.1 Captain Flints – Application for Variance of Premises Licence
  - 14.2 Clickimin Leisure Centre – Application for Premises Licence
15. Planning Applications
  - 15.2 **2014/004/PPF** – Demolition of Former Knitwear Factory – Judane (Shetland) Ltd, North Road – Lerwick Port Authority
  - 15.2 **2014/008/PPF** – Demolish Existing Front Porch and Erect Extension-6 Greenfield Place – Mr & Mrs A Manson
16. Lerwick Planning Applications – January 2014
17. Any Other Business

**MONDAY 6 January 2014**

At a meeting of LERWICK COMMUNITY COUNCIL held in Town Hall Chamber, Town Hall Lerwick, at 7.00pm

**Members**

Mr E Knight	Ms K Fraser
Mr D Ristori	Mrs A Simpson
Mr A Johnston	Mr A Wenger
Mr J Anderson	Mr W Spence
Mr M Peterson	Mr A Carter

**Ex-Officio Councillors**

Cllr A Wishart	Cllr M Bell
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**In Attendance**

Mrs K Semple, Clerk to the Council  
 Mr D Marsh, Team Leader, Trading Standards, SIC

**Chairman**

Mr J Anderson, Chairman to the Council presided.

01/14/01 **Circular**

The circular calling the meeting was held as read.

01/14/02 **Apologies for Absence**

Apologies for absence were received from Mr S Hay, Mr A Henry, Ms A Westlake, Cllr C Smith and Cllr M Stout

01/14/03 **Minutes**

The minutes of the meeting held on 2 December were approved on the motion of Mr D Ristori and seconded by Mr W Spence.

01/14/04 **Business Arising from the Minutes**

**12/13/04 Public Toilets – Charitable Trust Proposal** Mr E Knight enquired if Mr J Riise, Executive Manager, Governance & Law, SIC had provided a response with regard to the Charitable Trust proposal for Shetland's public toilets.

The Chairman replied that Mr Riise had yet to respond; he reassured Mr Knight that the request for a response would now be escalated.

Cllr M Bell moved to defend Mr Riise's lack of response by explaining that he had been unwell for a considerable period of time.

The Chairman added that he was aware that Mr Riise was in the process of pooling together the pros and cons of three or four different options to attach with his response, so efforts were being made.

01/14/05

**Trading Standards Service – Mr D Marsh, Team Leader, Trading Standards**

The Chairman welcomed Mr D Marsh to the meeting and a short power point presentation commenced.

Mr Marsh explained that Trading Standards Service helped to ensure a fair trading environment for businesses and customers. He advised that scams were the single biggest reason for people seeking their advice and assistance; some scams seemed obvious, but not to all, and it was the vulnerable that were most affected. Mr Marsh informed members that Trading Standards were pleased to have been invited to provide training for care professionals, frontline people in daily contact with their clients.

On almost a monthly basis, their Service produced a Scam Alert bulletin to keep people up to date with current scams and advice on what to do if approached. They provided 'No Uninvited Sales People' window stickers to discourage doorstep selling.

Mr Marsh went on to advise that the second highest reason for members of the public to seek their assistance was over the purchase of second hand cars; young people and first time car buyers required the most support. Trading Standards could provide guidance on checks they could do themselves and a guide covering the many aspects which should be considered when purchasing a vehicle.

He stated that Trading Standards were there to help people be aware what their rights were, to offer guidance to businesses on their rights and responsibilities and to ensure that goods offered for sale were safe and fit for purpose.

Schools were provided with resources to assist in educating children about tobacco and the restrictions and retailers checked to ensure they sold within their restrictions by using clearly underage purchasers. A 'Pass Scheme' proof of age card was also promoted, covering a variety of age restriction purchases

Mr Marsh added that they also had the facilities to check weights and measures to ensure that they were correctly calibrated.

He stated that general Trading Standards advice could be found on their webpage on the SIC website and they had a Facebook page to assist in getting messages out, and spread out.

Ms K Fraser enquired if Trading Standards could take people to court.

Mr Marsh replied that wrongdoers could be reported to the Procurator Fiscal in the usual way, but as a last resort. It was their preference to educate individuals and businesses as to the correct and safe way to do things.

Mr D Ristori asked if people in rural areas were pestered by doorstep salesmen.

Mr Marsh replied that the problem had been much reduced by people displaying 'No Uninvited Sales People' signs in their windows, but he was aware that recently salesmen had been trying to coerce homeowners into having their roof power hosed.

Mr A Carter enquired who dealt with national scams.

Mr Marsh responded that it was the fraud unit, based in the City of London; information could be passed directly to them, or via Trading Standards. He added that the exchange of intelligence was vitally important in limiting the damage caused by Scams.

There being no further questions, the Chairman thanked Mr Marsh for providing his very informative and interesting presentation.

Mr Marsh left the meeting at 7.30.

01/14/06

**Hjalmland Housing Association Development North Staney Hill - Feasibility**

Mr M Peterson expressed concern at being asked for comment when no designs had been made available.

The Chairman stated that the site was currently not zoned for housing and, as such, all that was being asked of Lerwick Community Council, was to show support, or otherwise, of the principle proposal to develop 200-300 houses in the area.

Mr E Knight stated that they should be allowed 'to get on with it'.

Mrs A Simpson and Cllr A Wishart also expressed their support of the proposal.

Acknowledging that there was a need for housing in Lerwick, the Chairman asked the Clerk of the Council to write to Mr I Malcolmson, Architect of Redman Sutherland Architects, to offer Lerwick Community Council's support with regard to the principal proposal to develop the land for housing.

**(Action: Clerk of the Council)**

01/14/07

**CC By-election Time-Table – 2014**

Noted

01/14/08

**Amendment to CC Constitution – Local Election Rules**

The amendments to section five of the Constitution were accepted and approved by all attending members.

**(Action: Clerk of the Council)**

### **8.1 Local Election Rules 2013**

Noted

### **8.2 Polling Places Scheme 2013**

Noted

01/14/09

#### **Lerwick Information Boards**

The Chairman advised that Nick Brett of Gibson Architects had been tasked with drawing up a plan for submission with the Planning Application. Informal discussions with Planning, for a series of boards, indicated that the process should be fairly straightforward.

Detailed design work on the Information Boards is being kept on hold until Planning Permission is received.

01/14/10

#### **Customer Forum – Strategic review of Water Charges 2015-21 – Peter Peacock, Chair, Customer Forum for Water**

Noted

01/14/11

#### **Draft Scottish Government Good Practice Principals for Community Benefits from Onshore Renewable Energy Developments**

The Chairman asked for any comments to be fed back to the Clerk, prior to 17 January.  
**(Action: Clerk of the Council)**

01/14/12

#### **The Scottish Ambulance-Patient Focus Public Involvement Strategy 2014-16 – Daniel Quee, Communications Officer, Scottish Ambulance Service**

Noted

01/14/13

#### **Correspondence**

##### **13.1 Meeting Invite – Queens Baton Relay – Sanna Aitken, Active Schools Co-ordinator, SIC**

Miss K Fraser agreed to attend the meeting as Lerwick Community Council's representative.

**(Action: Clerk of the Council)**

##### **13.2 Grease Blocked Drains-The Great Wall – Dawn Manson, Lead Environmental Health Officer, SIC**

The Chairman clarified that a member of Trade Effluence, Scottish Water, had visited the establishment; it transpired that the grease trap had been incorrectly installed and the owners had been educated as to how to maintain it.

##### **13.3 Keep Clear Markings-Church Road Car Park – Mr D Coupe, Executive Manager, Roads, SIC**

Noted

**13.4 Pavement Parking-The Red Dragon, Commercial Road – Mr D Coupe, Executive Manager, Roads, SIC**

Mr Ristori explained that his point of concern was that cars were driving up onto the pavement to park, causing a danger to pedestrians.

Mr Peterson advised members of a similar situation outside Grantfield Garage; a vehicle could often be seen parked at the side of the petrol pumps causing an obstruction to pedestrians.

Cllr M Bell stated that if there was a danger, it was a matter for the Police and the issues should be raised directly with them.

The Chairman agreed and asked the Clerk to write to the Police, commenting on both sites.

**(Action: Clerk of the Council)**

**13.5 Request for Support – Mr John Manson, Chairman, Shetland Fireball Association**

The Chairman added that the event would last over a week and could bring up to two hundred visitors to Shetland.

Members agreed that they would be happy for Lerwick Community Council to provide a letter of support.

**(Action: Clerk of the Council)**

01/14/14 **Financial Report as at 30 December 2013**

Noted

01/14/15 **Funding Opportunities**

**15.1 Scotland Paths for All - To Improve and Develop Local Paths – before end of March 2014**

It was agreed that given the constraints on time and finances, Shetland Amenity Trust should be approached and asked to provide quotes to make and install two stiles at a competitive price.

Mr A Johnston agreed to mark on a map, suitable positions for two stiles at Grotty Buckie beach, near Quoys.

**(Action: Clerk of the Council)**

**15.2 Historic Scotland – Ancient Monument Grants – before 31 July 2013**

Mr Peterson suggested that it may be worthwhile considering requesting funding for a new gate at the Clickimin Broch site.

The Chairman expressed concern that Lerwick Community Council would then become responsible for the gate.

Mr Peterson agreed, for that reason, not to pursue the suggestion.

### **15.3 Grow Wild Community Sites**

Members agreed that it was unfortunate that the information had arrived so close to the deadline for applications.

Members agreed that it may be a project the Moving on Project could take control of.

The Chairman asked the Clerk of the Council to forward a copy of the email to Moving on Project, suggesting that Longland or Baila would be good areas to plant up.

**(Action: Clerk of the Council)**

01/14/16

### **Applications for Premises Licence**

#### **16.1 Phu Siam Thai Restaurant – Application for Premises Licence**

No objections

01/14/17

### **Planning Applications**

#### **17.1 2013/408/PPF Change of use from offices to 7 apartments 91-93 St Olaf Street, Lerwick - Mr J Goodlad**

No objections

#### **17.2 2013/446/PPF Demolish existing building, 72 Commercial Road, Lerwick - Shetland Leasing & Property Developments Ltd**

No objections

#### **17.2 Re consultation 2013/382/AMSC - Erect dwellinghouse with access track, parking and turning area garden shed, Garden Of Craigielea, 39 St Olaf Street, Lerwick – Mr & Mrs Finnie**

No objections

01/14/18

### **Lerwick Planning Applications – December 2013**

Noted

01/14/19

### **Any Other Business**

#### **Mill Lane**

Mr Ristori reminded members that several times over the years, he had expressed concern for the safety of pedestrians walking along the pavement at the foot of Mill Lane. He noted that there was still an issue, and suggested that the incidences of cars using the route was increasing; he proposed that making the route access only may alleviate the situation.

Mr Carter added that the nightclub may have an increased impact.

Mr Johnston suggested that any increased use of the route may have been because of building work blocking the road at the top of Mill Lane.

The Chairman stated that making the route access only, would only work if it was properly policed.



He asked the Clerk of the Council to write to Mr D Coupe, Executive Manager, Roads to request the use of the traffic counter to ascertain the volume of traffic using the route.

**(Action: Clerk of the Council)**

#### **Sea Path**

Mrs Simpson noted that the Sea Path, behind the Matchbox, had been torn and broken up with recent stormy weather and was in need of a tidy up.

The Chairman asked the Clerk of the Council to write to Mr M Malcolmson, Leisure Facilities Officer, SIC with regard to the issue.

**(Action: Clerk of the Council)**

#### **Streetlights – Clickimin Footpath**

Mr Peterson advised that a member of the public had informed him that lights had been removed from the Clickimin footpath, leaving areas unlit.

#### **Road over Staney Hill**

Mr Peterson stated that a member of the public had informed him that the surface of the road over the Staney Hill was being torn up due to incessant traffic using the road.

#### **Parking on Lochside-Car Hire Firm**

Referring to car parking on Lochside, Mr Peterson noted that it appeared that a car hire company was using the parking area for storing their vehicles.

The Chairman replied that parking along Lochside had been discussed on a number of previous occasions and LCC had been advised that as long as the cars were taxed and MOT'd, there was little that could be done about it.

#### **Lerwick Port Authority - Presentation**

Noting recent changes around Lerwick, Mr Peterson expressed an interest in a representative from Lerwick Port Authority presenting at a forthcoming meeting of Lerwick Community Council.

The Chairman asked the Clerk of the Council to remind Mrs S Laurenson, Chief Executive, LPA, they had agreed attend a meeting of Lerwick Community Council and ask to for confirmation of when they would be attending.

**(Action: Clerk of the Council)**

#### **Rescue Centre – Tingwall**

Mr Peterson expressed his dismay at the closure of the Rescue Centre in Gott; he enquired if Lerwick Community Council would be willing to write a letter of support to keep the centre open.

The Chairman stated that it was his understanding that the Centre was rarely used and that SSPCA would still operate.

Mrs Simpson advised that it was the oil industry that funded the Centre and perhaps they would again.

The Chairman asked the Clerk of the Council to write to SSPCA expressing concern at the closure of the welfare centre; he asked for the letter to be cc'd to Dr Mike Richardson, SOTIAG.

**(Action: Clerk of the Council)**

#### **Beach at Sands of Sound-Grotty Buckie**

Mr Peterson expressed concern that whilst undertaking work at the small beach at Sands of Sound, it appeared that Scottish Water had unnecessarily removed banking and graded off the beach.

The Chairman declared a non pecuniary interest as an employee of Scottish Water and handed the Chair over to Mrs A Simpson, Vice Chairman.

Photographs taken by Mr Peterson, following the works, were passed around for members to view.

Cllr A Wishart disagreed with Mr M Peterson's remarks; he had been at the beach the previous weekend and had noticed very little difference.

Mr Anderson advised that as a Scottish Water employee, he could not pass comment. However, he asked Mr Peterson to provide copies of the photographs he had taken of the beach to the Clerk of the Council for inclusion in her letter to Scottish Water. Mr Anderson also suggested that Mr Peterson could write personally to Scottish Water.

Cllr A Wishart asked for clarification; who was complaining, the Council, or Mr Peterson.

To assist in the debate, Mr Anderson explained that the scope of works was to install a new emergency overflow to the Ruddy Park waste water pumping station; this involved renewing the overflow which had been cut into the rock rather than pinned over the surface as original outfall had been. Material on the beach had to be removed, purely to facilitate construction and get plant in.

He added that Scottish Water would have photographs of the site before any work took place for comparison purposes.

Mr Peterson reiterated that the entire beach had been degraded.

Cllr A Wishart suggested that Scottish Water be written to and asked to detail the projects scope of works.

Mr Peterson agreed with the suggestion.

**(Action: Clerk of the Council)**

The Vice Chairman handed the Chair back to Mr Anderson

#### **Burgh Road**

Mr A Wenger advised that since NHS moved its offices to Montfield, during working hours, cars were frequently parked on both sides of Burgh Road causing a bottleneck thus reducing the road, in part, to a single track.

Mrs Simpson clarified that the parking spaces on Burgh Road were also taken up by staff and visitors to the Dentist, Viewforth, Laburnum and the old Finance office.

The Chairman thought that half of the car park in Burgh Road was coned off, due to works, adding to the issue.

He agreed that visibility was being compromised by the parked cars.

Members suggested that, for safety reasons, it may be necessary to investigate the feasibility of creating a one way system, or using yellow lines to prohibit parking.

It was agreed that Mr D Coupe, Roads, should be written to and advised of the concerns raised.

There being no further competent business the meeting concluded at 8.30pm.

***Minute ends.***

MR J ANDERSON  
CHAIRMAN  
LERWICK COMMUNITY COUNCIL

**Chairman.....**

**Date.....**



**SCOTTISH**  
**FIRE AND RESCUE SERVICE**

Working together for a safer Scotland

Scottish Fire and Rescue Service  
Scottish Delivery Area North  
16 Harbour Road, Longman West  
Inverness IV1 1TB  
01463 227000  
[www.firescotland.gov.uk](http://www.firescotland.gov.uk)

Mr J Gear - Chair  
Association of Shetland Community Councils  
Voluntary Action Shetland  
Market House  
14 Market Street  
LERWICK  
ZE1 0JP

Telephone 01463 227000  
Fax  
E-mail  
Our Ref BW/MJB  
Your Ref  
If phoning or calling ask for LSO Billy Wilson  
Date 19 December 2013

Dear Jim

### **LOCAL FIRE AND RESCUE PLAN FOR SHETLAND ISLANDS 2014-2017**

I am writing to let you know that the Scottish Fire and Rescue Service has published its draft Local Fire and Rescue Plan for Shetland Isles and that the Service is embarking on a process of consultation in relation to this.

This is a significant milestone in the development of Fire and Rescue service delivery within Shetland Isles as it will set out the aspirations of the Service for our communities in Shetland over the next three years.

Your views are important to the Service and I would encourage you to provide feedback. The plan for Shetland Isles is available to view at [Local Plans - Scottish Fire and Rescue Service](#). A corresponding survey for the plan is also available by following the "click through" link on the page.

I will be in Shetland during January and February and will be happy to meet with you to discuss the plan. Please contact me at [Billy.Wilson@firescotland.gov.uk](mailto:Billy.Wilson@firescotland.gov.uk) if you would like to arrange a meeting.

Please also feel free to contact local staff if you wish to discuss the plan.

**The consultation period closes on 14 February 2014.**

I look forward to receiving your views and hope to see you during January or February.

Yours sincerely

**BILLY WILSON**  
**LOCAL SENIOR OFFICER**  
**FOR SHETLAND ISLANDS**



## **SHETLAND POLICING PLAN PRIORITIES (PROPOSED) 2014 – 2015**

1. Maintain Public Confidence and Local Engagement
2. Substance Misuse
3. Road Policing
4. Violence, Disorder & Anti-social Behaviour
5. Protecting People
6. Serious & Organised Crime
7. Emergency Planning & Resilience

### **LERWICK NORTH Multi Member Ward Issues**

Prior to April 2013 you identified that the policing priorities for Lerwick North were:

- 1 Substance Abuse (Alcohol, Illegal drugs & Legal Highs)

You told us your concerns about substance abuse, including people drinking alcohol and engaging in disorderly behaviour, the impact of illegal drugs and legal highs in the community and various other crimes associated with alcohol abuse.

- 2 Road Safety

You told us that road safety / speeding were a priority.

- 3 Community Engagement

Community engagement remains of significant importance to you, together with enhanced police liaison and visible and accessible policing, in particular foot patrols.

### **6 monthly update (April – Sept 2013)**

You identified that the policing priorities for Lerwick North are:

- 1 Substance Abuse (Alcohol, Illegal drugs & Synthetic Highs), particularly Drunk & Disorderly Behaviour.

You told us your concerns about substance abuse, including underage people drinking alcohol at social events, the impact of illegal drugs and synthetic highs in the community and various other crimes associated with alcohol abuse. You told us about your particular concerns regarding drunk & disorderly behaviour in the Lerwick town centre area.

- 2 Road Safety

You told us that road safety was a priority.

### 3 Community Engagement

Community engagement remains of significant importance to you, together with enhanced police liaison and visible and accessible policing, in particular foot patrols.

We have listened to your concerns and have already acted on these and you should notice improvements in Lerwick North.

#### **Actions Carried Out to Date**

We have carried out dedicated and proactive anti-crime patrols, both high visibility and plain clothes. These took place throughout Lerwick North to provide reassurance and deter crime. We have significantly increased, by nearly 100%, the number of licensed premises checks carried out in the Lerwick North (Town Centre) area.

Proactive, intelligence led deployment of the community funded Dogs against Drugs dogs has led to increased scanning at licensed premises, airports and ferry terminals. These actions work towards reducing the flow of illegal drugs into communities throughout Shetland, including Lerwick North.

The combination of the anti-crime patrols as well as proactive intelligence led deployment has resulted in an increased number of seizures of both illegal drugs and synthetic highs. Working with a group of young people we have developed StYPP (Shetland team Young People & Police) which recently won the BP One Team award for developing a peer education programme looking at the impact of synthetic highs.

We continued our work to improve driver awareness about road safety as well as seeking to improve the behaviour of all road users. We ran the Driving Ambition education programme at Anderson High School. This was presented to pupils from throughout Shetland, including Lerwick North.

Over the summer we ran a series of road safety awareness campaigns, including attending the Lerwick Auto Show. Work has included speaking with, advising and educating road users. Recently we ran a series of 'winter road safety' events.

In direct response to your concerns we have carried out in excess of 400 pro-active "community safety" pieces of police work in Lerwick North.

#### **DISCUSSION:**

What do you believe are the policing priorities for Lerwick North for 2014 – 2015 and why?



## **SHETLAND POLICING PLAN PRIORITIES (PROPOSED) 2014 – 2015**

1. Maintain Public Confidence and Local Engagement
2. Substance Misuse
3. Road Policing
4. Violence, Disorder & Anti-social Behaviour
5. Protecting People
6. Serious & Organised Crime
7. Emergency Planning & Resilience

### **LERWICK SOUTH Multi Member Ward Issues**

Prior to April 2013 you identified that the policing priorities for Lerwick South were:

- 1 Substance Abuse (Alcohol, Illegal drugs & Legal Highs)

You told us your concerns about substance abuse, including people drinking alcohol and engaging in disorderly behaviour, the impact of illegal drugs and legal highs in the community and various other crimes associated with alcohol abuse.

- 2 Road Safety

You told us that road safety / speeding were a priority.

- 3 Community Engagement

Community engagement remains of significant importance to you, together with enhanced police liaison and visible and accessible policing, in particular foot patrols and mobile patrols in the Sound & Norderdale areas.

### **6 monthly update (April – Sept 2013)**

You identified that the policing priorities for Lerwick South are:

- 1 Substance Abuse (Alcohol, Illegal drugs & Synthetic Highs), particularly Drunk & Disorderly Behaviour.

You told us your concerns about substance abuse, including underage people drinking alcohol at social events, the impact of illegal drugs and synthetic highs in the community and various other crimes associated with alcohol abuse. You told us about your particular concerns regarding drunk & disorderly behaviour in Lerwick.

- 2 Road Safety.

You told us that road safety was a priority including the volume of vehicles and the manner in which some of them are being driven.

### 3. Speeding.

You told us that speeding was a concern, particularly on the A970 at the Gulberwick "straight".

### 4 Community Engagement

Community engagement remains of significant importance to you, together with enhanced police liaison and visible and accessible policing, in particular foot patrols and mobile patrols in the Sound & Norderdale areas.

We have listened to your concerns and have already acted on these and you should notice improvements in Lerwick South.

#### **Actions Carried Out to Date**

We have carried out dedicated and proactive anti-crime patrols, both high visibility and plain clothes. These took place throughout Lerwick South to provide reassurance and deter crime. We have significantly increased, by nearly 100%, the number of licensed premises checks carried out in the Lerwick town centre which has contributed to a reduction in crime throughout the Lerwick South area.

Proactive, intelligence led deployment of the community funded Dogs against Drugs dogs has led to increased scanning at licensed premises, airports and ferry terminals. These actions work towards reducing the flow of illegal drugs into communities throughout Shetland, including Lerwick South.

The combination of the anti-crime patrols as well as proactive intelligence led deployment has resulted in an increased number of seizures of both illegal drugs and synthetic highs. Working with a group of young people we have developed StYPP (Shetland team Young People & Police) which recently won the BP One Team award for developing a peer education programme looking at the impact of synthetic highs.

We continued our work to improve driver awareness about road safety as well as seeking to improve the behaviour of all road users. We ran the Driving Ambition education programme at Anderson High School. This was presented to pupils from throughout Shetland, including Lerwick South.

Over the summer we ran a series of road safety awareness campaigns, including attending the Lerwick Auto Show. Work has included speaking with, advising and educating road users. Recently we ran a series of 'winter road safety' events.

In direct response to your concerns we have carried out in excess of 280 pro-active "community safety" pieces of police work in Lerwick South.

#### **DISCUSSION:**

What do you believe are the policing priorities for Lerwick South for 2014 – 2015 and why?



Clerk to Lerwick Community Council

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**From:** Emma Smith [Emma.Smith@scottishspca.org] on behalf of complaints [complaints@scottishspca.org]  
**Sent:** 09 January 2014 13:18  
**To:** clerk@lerwickcc.org.uk  
**Subject:** RE: 2014-007 Closure of Shetland Oiled Bird Cleaning Unit

Dear Ms Semple,

Thank you for your letter addressed to CS Mike Flynn. I am responding on his behalf in line with our complaints procedure.

Firstly, I would like to clarify that CS Flynn is not aware of us having been contacted by SOTEAG regarding this matter.

To address your concerns regarding the closure of our Shetland Wildlife Rescue Unit, I would like to reassure you that there will be no change to our ability to rescue animals in the area. This will continue as normal and any animals requiring veterinary treatment or temporary shelter will be cared for on the island locally.

The only change is that we have decided to close the building at Gott due to lack of use. Last year we rehabilitated and released ten birds from the unit and it costs the Society around £13,000 per year to run this facility. We feel that this is not the most effective way to use our member's donations when we have recently opened a new facility in Clackmannanshire, which has specialist facilities, including the capacity to clean and care for up to 1,000 oiled birds at any one time. The centre also benefits from on-site veterinary facilities, seal pools, otter enclosures and deer paddocks. Any wild animals requiring long-term care will now be stabilised on Shetland and then transported to our National Wildlife Rescue Centre.

I hope you can understand the reasons for the closure of the wildlife unit at Gott and I also hope I have reassured you that we will continue to rescue animals on Shetland as normal.

Yours sincerely,

Emma Smith  
Communications Officer  
Scottish SPCA

**From:** [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk) [<mailto:clerk@lerwickcc.org.uk>]  
**Sent:** 09 January 2014 10:44  
**To:** complaints  
**Cc:** [mikerichardson@btinternet.com](mailto:mikerichardson@btinternet.com)  
**Subject:** 2014-007 Closure of Shetland Oiled Bird Cleaning Unit  
**Importance:** High

Dear Mr Flynn

### **2013-007 Closure of Shetland Oiled Bird Cleaning Unit**

Please find attached, a letter for your attention.

Regards

Katrina Semple

Clerk

Lerwick Community Council

Tel: 07818 266876

Clerk to Lerwick Community Council

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**From:** Mike Richardson [mikerichardson@btinternet.com]  
**Sent:** 09 January 2014 13:15  
**To:** clerk@lerwickcc.org.uk; mkr3@st-and.ac.uk  
**Subject:** Re: 2014-007 Closure of Shetland Oiled Bird Cleaning Unit

Dear Katrina,

Could I thank you for forwarding a copy of your recent letter to the SSPCA. Added support from other quarters is very much appreciated.

With Regards,

Mike.

Prof. M.G. Richardson Chairman of SOTEAG and the WRCC

c.c. Meriem Kayoueche-Reeve (Executive Officer of SOTEAG)

On 09/01/2014 10:44, [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk) wrote:

Dear Mr Flynn

**2013-007 Closure of Shetland Oiled Bird Cleaning Unit**

Please find attached, a letter for your attention.

Regards

Katrina Semple

Clerk

Lerwick Community Council

Tel: 07818 266876

Clerk to Lerwick Community Council

---

**From:** magnus.malcolmson@shetland.gov.uk  
**Sent:** 09 January 2014 11:00  
**To:** clerk@lerwickcc.org.uk  
**Subject:** RE: 2014-006 Disrepair-Sletts Sea Path

Hi Katrina,

For your information.

We cleared the debris away yesterday and I am waiting for a cost from Roads for re-surfacing the affected area.

Hopefully repair work will be undertaken shortly.

Thanks  
Magnus

---

**From:** [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk) [<mailto:clerk@lerwickcc.org.uk>]  
**Sent:** 09 January 2014 10:04  
**To:** Malcolmson Magnus@Edu & Comm  
**Subject:** 2014-006 Disrepair-Sletts Sea Path

Dear Magnus

**2014-006 Disrepair, Sletts Sea Path**

I attach, for your attention, a letter with regard to the above.

Regards

Katrina

Clerk

Lerwick Community Council

Tel: 07818 266876

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Executive Manager: Dave Coupe  
Director: Maggie Sandison

Lerwick Community Council  
Per, Mrs Katrina Semple, Clerk  
Stouts Court  
Lerwick  
Shetland

Roads  
Infrastructure Services Department  
Gremista  
Lerwick  
Shetland  
ZE1 0PX

Telephone: 01595 744866  
Fax: 01595 744869  
roads@shetland.gov.uk  
www.shetland.gov.uk

If calling please ask for  
Colin Gair  
Direct Dial: 01595 744867  
Email: colin.gair@shetland.gov.uk

Our Ref: CJG/SMG/G/Y8  
Your Ref: 2014-003/KS

Date: 15 January 2014

Dear Katrina

### **Burgh Road – Increase in Parking**

I am aware of the increase in parking along the top section of Burgh Road since the former SIC Finance offices were occupied by one of the oil companies. This parking will now be joined with some 'overspill' from the relocation of Shetland Health Board staff from the Brevik to the upper floor of Montfield.

While I will be inspecting this area over the next few weeks and months to ensure that adequate passing opportunities are maintained I would not expect to be promoting a one-way system as a solution to the problems described.

The reason for this is that one-way systems, unless they also employ traffic calming features, generally lead to an increase in vehicle speeds. Burgh Road has a number of busy accesses and is crossed at several points by well used pedestrian routes. Therefore, I could not suggest a one way system as an appropriate remedial action at this stage – particularly as the problem is limited to during normal office hours.

Should the extent and density of parking reduce meeting and passing opportunities to an unsafe level then I would look to promote some parking restrictions at suitable points to facilitate a safe route for vehicles, and ensure safe and convenient crossing points for pedestrians.

Yours sincerely

Executive Manager, Roads

[HL01151401.doc]

Clerk to Lerwick Community Council

---

**From:** Macinnes, Angus [Angus.MacInnes@scotland.pnn.police.uk]  
**Sent:** 15 January 2014 17:38  
**To:** 'Clerk to Lerwick Community Council'  
**Subject:** RE: 2013-118 Vehicles on Commercial Street - CCTV [NOT PROTECTIVELY MARKED]  
**Attachments:** PS - BN - Lerwick South Policing Plan Consultation.doc; PS - BN - Lerwick North Policing Plan Consultation.doc

GPMS Classification: **NOT PROTECTIVELY MARKED**

Dear Katrina,

Apologies for the delay in replying and I trust you had a good festive period.

CCTV

1. A driver has been reported for offences in relation to the damage caused to the Market Cross and CCTV was included in the evidence.
2. The Lerwick CCTV cameras are directional and as such a single camera can be directed to record in a variety of directions, based on operational need (i.e. focused on areas of anti-social behaviour or violence).
3. Since it's installation the CCTV system has proved very useful, deterring some crime, assisting in the detection of cases as well as serving usefully in professional standards enquiries. It would be wrong of me to say that there have never been any issues as, on occasion, there has been challenge as with the "wireless" aspect of the system, however recent discussions with the engineering company have produced some positive results.
4. I will speak with PC Amanda Souter regarding the proposed visit. It is still feasible, however, given that the viewing screen is situated in the front office at Lerwick Police Station the number of visitors at any one time would need to be restricted to 3-4. Multiple visits can be arranged if necessary.

On a separate note I am in the final phase of the consultation process for the Shetland Police plans (both local authority wide and for each multi member ward). I wrote to the Community Councils in Sept / Oct and was wondering if the Lerwick Community Council had any specific comments they wished to make. On 08.01.2014 Mark Loynd and I held a public consultation meeting , in Lerwick, on the Police and Fire plans. Despite the meeting being advertised (Shetland Times, BBC Radio Shetland and Twitter) there was a very small turnout. As such I've attached the two reports (Lerwick North & Lerwick South multi member wards) and ask that they be circulated to members for comment, etc.

Thank you for your assistance.  
Angus

**Ch Insp Angus MacInnes**  
Shetland Area Commander  
Highland & Islands (N) Division  
Police Scotland

Lerwick Police Station  
Market Street  
Lerwick  
ZE1 0JN

Tel: 101  
E-mail: [angus.macinnes@scotland.pnn.police.uk](mailto:angus.macinnes@scotland.pnn.police.uk)  
Web: [www.scotland.police.uk](http://www.scotland.police.uk)  
Twitter: @shetlandpolice @policescotland  
Facebook: [www.facebook.com/policescotland](http://www.facebook.com/policescotland)

GPMS Classification: **NOT PROTECTIVELY MARKED** by User: Macinnes, Angus



Executive Manager: Dave Coupe  
Director: Maggie Sandison

Lerwick Community Council  
Per, Mrs Katrina Semple, Clerk  
Community Council Office  
Stouts Court  
Lerwick

Roads  
Infrastructure Services Department  
Gremista  
Lerwick  
Shetland  
ZE1 0PX

Telephone: 01595 744866  
Fax: 01595 744869  
roads@shetland.gov.uk  
www.shetland.gov.uk

If calling please ask for  
**Colin Gair**  
Direct Dial: 01595 744867  
Email: colin.gair@shetland.gov.uk

Our Ref: CJG/SMG/G/Y8  
Your Ref: 2014-005/KS

Date: 16 January 2014

Dear Katrina

#### **Mill Lane, Lerwick – Pedestrian Safety**

The pavement/ access arrangement at the foot of Mill Lane has been looked at by Roads Service staff on a number of occasions.

Various options to enhance the layout have been considered but all have been rejected for various reasons as either they would have little or minimal effect, or because they were not possible. For example 'corduroy' paving slabs would have little if any impact on vehicle speeds as they are already very low, the noise generated by a vehicle travelling over them is likely to fail to alert approaching pedestrians as the sound would not carry well around the corners of the adjacent buildings, and any noise/ vibration from vehicles passing over the slabs could have caused a nuisance to residents in the adjacent flats.

Any recent increase in vehicle use of Mill lane is likely to have been due to the construction works for the new flats at Fort Road as the access to Harbour Street was occasionally blocked by material delivery vehicles. Due to the very tight entry to the top of Mill Lane this is not likely to be a regular route of choice. However, if such a use was regularly observed then we would consider blocking the upper end to vehicular traffic. At this time we have no traffic counters available, but I will consider placing one here when the opportunity arises.

Closing the bottom end of Mill Lane to vehicular traffic is not considered a viable option as it is the only practical access to the flats parking area and for servicing the commercial building behind the Wheel Bar.

Your members may wish to note that we currently have no record of any Police reported accidents at the bottom of Mill Lane

Yours sincerely

Executive Manager, Roads

{HL01161401.doc}

Clerk to Lerwick Community Council

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**From:** Livitt, Douglas [Douglas.Livitt@scotland.pnn.police.uk]  
**Sent:** 20 January 2014 04:38  
**To:** 'clerk@lerwickcc.org.uk'  
**Subject:** RE: 2014-004 Pavement Parking Issues [NOT PROTECTIVELY MARKED]

GPMS Classification: **NOT PROTECTIVELY MARKED**

Katrina

Please find below my thoughts on the issues raised by the January meeting of the Community Council:-

#### The Red Dragon Takeaway

Having looked at the area, I would expect some vehicles to be occasionally crossing the pavement at that point, as there is a garage beside the takeaway that the owner will no doubt want to access, and as such I think it reasonable that both vehicle drivers accessing the garage and the pedestrians will have to be cautious of each others movements. However, parking on the pavement, for example to purchase items from the Takeaway, should indeed not be happening.

To address this I propose two approaches. I propose to visit the takeaway and advise them of the concern raised by the Community Council and ask them that, should they notice any of their customers parking there, to advise them of the concerns raised and ask them to refrain from doing so. Additionally I will ask the passing Police patrols to keep an eye on the area and deal with any issues seen there appropriately.

#### Grantfield Garage

I have been to visit the staff at the Grantfield Garage and have advised them of the issues raised regarding the parking at their premises. They advised me that their premises used to extend further out into what is now the main road, however when the road was re-designed some years ago, the local authority compulsorily purchased the land that the road is now on, reducing the area which they owned to that which is there now. They are under the impression that the land which is there now is owned by them.

I not in a position to definitively say who the land which comprises their forecourt belongs to, but I would see the situation as one of two options. If the land that is being parked upon is owned by the garage, then I think they are free to park there when they wish. However, if the area which is being parked upon is owned by the local authority, then I would anticipate the double yellow lines, which are on the carriageway adjacent to the forecourt, would put the situation into one similar to that outside the Red Dragon Takeaway.

Douglas



Douglas Livitt PS226  
Lerwick Police Station  
Market Street  
Lerwick  
ZE1 0JU  
**Tel:-** 101  
**Email:-** [douglas.livitt@scotland.pnn.police.uk](mailto:douglas.livitt@scotland.pnn.police.uk)

---

**From:** [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk) [<mailto:clerk@lerwickcc.org.uk>]  
**Sent:** 09 January 2014 09:57  
**To:** Livitt, Douglas

Clerk to Lerwick Community Council

---

**From:** patti.dinsdale@shetland.gov.uk  
**Sent:** 07 January 2014 13:48  
**To:** clerk@lerwickcc.org.uk  
**Subject:** Late Hours Catering extensions

Dear Lerwick Community Council

The Licensing Committee have recently extended the terminal hours for nightclubs until 3am (from 2am) on weekend nights, currently several catering premises have a late hours catering licence until 3am and wish to extend their hours to 4am to reflect the changes made.

Current policy of the Civic Government Licensing Sub-Committee is that the terminal hours for late night caterers is 3am. Premises are therefore requesting that the policy be changed so that they have an opportunity to serve customers with food on their way home from a nightclub.

I would be interested in any views the Lerwick Community Council have on the request by businesses for the Council to change their late-night catering policy to extend weekend opening from 3am to 4am.

Regards

**Patti Dinsdale**  
Environmental Health Officer

Charlotte House  
Commercial Road  
Lerwick  
Shetland  
ZE1 0LX  
T: 01595 744842  
F: 01595 744802



Booking a meal – Look for the food hygiene 'Pass' on: [food.gov.uk/ratings](http://food.gov.uk/ratings) before you book.

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Executive Manager: Jan-Robert Riise  
**Director of Corporate Services: Christine Ferguson**

Lerwick Community Council  
1 Stouts Court  
Lerwick

Governance & Law  
**Corporate Services Department**  
Office Headquarters  
8 North Ness Business Park  
Lerwick  
Shetland, ZE1 0LZ

Telephone: 01595 744550  
Fax: 01595 744585  
legal@shetland.gov.uk  
www.shetland.gov.uk

If calling please ask for  
**Elaine Skinley**  
Direct Dial: 01595 744560  
Email:  
elaine.skinley@shetland.gov.uk

Our Ref: ES/ES/A.1.4.5.10  
Your Ref:

Date: 16 January 2014

Dear Sir

Westerloch to Clikimin Centre Path

As part of my job I am responsible for assisting schools with their Travel Plans. These are used to encourage pupils to walk and cycle to school. Accessing funding to assist the schools to provide initiatives and infrastructure is included in this.

I have become aware of funding (Community Links Via Sustrans) that is available to upgrade the path around the back of the loch – from Westerloch to the Clikimin Centre.

Are you aware of any need for the path to be upgraded as I need to provide evidence of need in the bid that I am preparing?

The School is happy to upgrade their Travel Plan to request an upgrade for pupils walking or cycling to the Leisure Centre, so I can use that.

I have the Sound Choices Newsletter from 2012 which details the requests from members of the community for the path to be upgraded.

But it would have been nice to add in any other evidence of need or have letters of support.

Could you provide any evidence or letters of support please before the 5<sup>th</sup> of February, to enable me to include them in the bid.

If you have any questions or need more information, please feel free to get in touch.

Yours Sincerely

*Elaine Skinley*

Elaine Skinley  
Road Safety Officer  
Shetland Islands Council

22<sup>nd</sup> January 2014

Lerwick Community Council  
Clerk  
Mrs Katrina Semple  
Community Council Office  
1 Stouts Court  
Lerwick  
Shetland  
ZE1 0AN

Scottish Water  
Duncan House  
Sandy Loch  
Upper Sound  
Lerwick  
Shetland  
ZE1 0SU

Customer Helpline  
T: 0845 601 8855  
F: 01383 622 090  
W: [www.scottishwater.co.uk](http://www.scottishwater.co.uk)

**Our reference 400857**

Dear Mrs Semple

**Rudda Park SPS – Outfall Pipe Works**

Thank you for your letter (ref 2014-008-KS) dated 10<sup>th</sup> January 2014 in respect of the above.

The scope of the project was to demolish, and remove from site, the damaged remains of the existing 120m long cast iron outfall, concrete surround and the intermediate overflow chamber and associated pipework and provide a new outfall extending to below Mean Low Water Springs to a discharge point agreed with SEPA. The new pipe (180mm dia High Performance Polyethylene) was laid in an excavated rock trench and surrounded in concrete with steel mesh reinforcement and anchor bars.

All required consents and licences (Marine Licence, Works Licence, Crown Estate) were obtained.

I have visited the site and seen for myself the material deposited behind the beach. It is very difficult to know if the work we have carried out has exacerbated the deposit of stones and other debris.

We have witnessed prolonged strong winds and heavy seas from the South East recently and such deposits may have been expected regardless of the work carried out particularly when such conditions coincided with some very high tides.

I attach a few photos showing the beach before and after the outfall replacement work was carried out as requested.

I would suggest the back of the beach has more or less returned to the shape it was before work started and hope that walkers will value the removal of the old outfall which, as you can see from the photos, had become a bit of an eyesore.

Yours sincerely

A handwritten signature in blue ink, appearing to read "R Aitken".

Raymond Aitken  
Scottish Water

Direct Dial 01595 748570  
Mobile 07776151139

## LERWICK COMMUNITY COUNCIL

### Financial Report as at 28 January 2014

	£	£
<b><u>INCOME</u></b>		
Balance at at 1 April 2013		9,619.83
SIC Grant 2013-2014		20,923.00
SIC Grant Funding for Distribution (Community Development Fund)		3,000.00
SIC Grant Funding for Project (Community Development Fund)		1,000.00
Sale of TH Guides		91.52
Sale of LCC Ties		60.00
		34,694.35
<b><u>EXPENDITURE</u></b>		
Office Costs	3,499.79	
Employment Costs	7,602.00	
Administration	568.80	
Chambers	145.38	
Accountancy	250.00	
Misc.	138.66	
Grants/Projects	8,796.99	
		21,001.62
		<b>13,692.73</b>
<b><u>REPRESENTED BY</u></b>		
Balance as at 28 January 2014		14,660.67
<b><u>Indication of Free Funds:</u></b>		
Main Annual Running Costs-Amended Forecast - £14,756.01		
Amended Costs Remaining	2,690.04	
Annual Grants & Projects Amended Forecast - £1,878.04		
Amended Payments Remaining	551.42	
<b>Committed Funding:</b>		
Benches-Cunningham Way/Staney Hill installation costs	787.26	
Heritage Place Names Map - Estimate	1,600.00	
Renewal of damaged office floorcoverings	490.00	
Funding for Project (Community Development Fund)	1,000.00	
Winter Festival - Santa's Grotto & Replacement Christmas Trees	956.00	
Winter festival Fireworks Display	1,000.00	
		9,074.72
<b>Estimated Free Funds</b>		<b>4,618.01</b>



# LERWICK COMMUNITY COUNCIL

## CHAIRMAN

Mr Jim Anderson  
66 Breiwick Road  
Lerwick, Shetland ZE1 0DB

Tel. 01595 693540 or 07803 342304  
Email: chair@lerwickcc.org.uk

## CLERK

Mrs Katrina Semple  
Community Council Office  
1 Stouts Court  
Lerwick, Shetland ZE1 0AN

Tel. 01595 692447 or 07818 266876  
Email: clerk@lerwickcc.org.uk

## APPLICATION FOR GRANT

Name of group/organisation: ..... JUNIOR UP KELLY AA .....

Contact name & position held: ..... IAN SPENCE (SECRETARY) .....

Address: ..... 40 MURRAYSTON .....

..... LERWICK .....

Mobile & telephone numbers: ..... 694176 .....

Email address: ..... a.spence@btuknet.com .....

**Details of project:** (This should include how the grant will be spent and what outcome(s) would be achieved should the grant be awarded)

RENT FOR GROUND FOOTPRINT OF PRERIE  
GALLERY SITED.

Type of organisation (e.g. voluntary / charitable): ..... VOLUNTARY .....

Number of members in group/organisation: ..... 100 ..... and what percentage reside in Lerwick: ..... 70 .....

Number of residents in the Lerwick area likely to benefit from project - Adults: ..... ALL ..... Children: ..... ALL .....

Current financial position of group/organisation: ..... £ 862.13 .....

Costs of proposed project: ..... £ 78.04 .....

Funding/grants received from other sources (e.g. fundraising): .....

.....

Grant requested from Lerwick Community Council: ..... £ 78.04 .....

Details of last grant received from Lerwick Community Council:

Date: ..... FEB 2013 ..... Amount: ..... £ 75.55 .....

**CONDITIONS OF GRANT**

- Established groups/organisations **must** submit a copy of their last audited accounts and a copy of their most recent bank statement.
- Applications from Shetland-wide groups will not be considered (except in exceptional circumstances).
- A new group/organisation may receive a small establishment grant.
- Applications should be made prior to project commencing, therefore no retrospective applications will be considered.
- Although grants will be approved in advance, no grant will be paid until the work is done and a receipted invoice is submitted to Lerwick Community Council.
- A written acknowledgement is required once you have received your grant.

**IMPORTANT**

Any funding offer made will be paid on a pro-rata basis and may be rescinded if funds are not claimed within 12 months of the offer letter date.

I (print name and position held): IAN SPENCE (SECRETARY)  
of (group/organisation): JUNIOR UP HELLY AA

hereby apply to Lerwick Community Council for financial assistance towards the cost of the proposed project detailed on page one.

A copy of the last externally examined accounts and/or a copy of the most recent bank statement are enclosed.

**(please tick appropriate box)**

We have previously been through grant process with Shetland Islands Council (SIC) Education & Social Care Grants Unit and give permission for the Community Council to contact the SIC Grants Co-ordinator to confirm that we have the appropriate Child Protection Policy & Procedures in place.

We have not previously been through the grant process with SIC Education & Social Care Grants Unit and enclose a copy of our Child Protection Policy & Procedure. We give our permission for the Community Council to check with SIC Grants Co-ordinator to ensure the enclosed documents comply with Child Protection requirements.

Signed: [Signature]

Date: 17.1.14

**For Official Use Only:**

Date application received: 17/01/14

Date application approved: ..... Minute reference: .....

Amount offered: ..... Date grant paid: ..... Cheque number: .....

Child Protection Criteria checked and approved by Community Council Clerk or her deputy

Name: ..... Signed: .....

Clerk to Lerwick Community Council

---

**From:** Charmian.Runciman@scotland.gsi.gov.uk  
**Sent:** 22 April 2013 10:33  
**Subject:** Centenary Memorials Restoration Fund  
**Attachments:** War Memorial Pre- application.doc

Thank you for your enquiry about funding for the repair of a War Memorial. A dedicated conservation officer will be appointed shortly to deal with the programme in Scotland and will be based in Edinburgh. In the meantime, I attach a pre application form which should be submitted to [grants@warmemorials.org](mailto:grants@warmemorials.org) or

The Conservation Team  
 War Memorials Trust  
 2<sup>nd</sup> Floor  
 42a Buckingham Palace Road  
 LONDON  
 SW1W 0RE

Telephone 020 7233 7356 or 0300 123 0764”

Some general guidance notes follow:

War Memorials Trust **manages**, on behalf of Historic Scotland and the Scottish Government, the **Centenary Memorials Restoration Fund (CMRF)** open to all war memorials, of all types and dates, in Scotland.

Below is an outline of the **key** information relating to the scheme, but please see the ‘Guidance Notes’ for detailed information on all aspects of making an application and eligible works.

The Centenary Memorials Restoration Fund will be managed by a War Memorials Trust Conservation Officer based in **Edinburgh**. They are expected to be in post for July 2013. All paperwork should be sent to War Memorials Trust’s London office to be processed before it is dealt with by the Conservation Officer in Scotland.

#### **Eligible memorials:**

- **All** war memorials of any type, from any conflict

#### **Deadlines:**

- There are **no set** deadlines. Applications are **regularly assessed** throughout the year. On submission of an application a timeframe for progress will be provided, in line with the ‘Advice for applicants’. If deadlines are introduced at a future date information will be provided on this website and to any applicants impacted. Deadlines may be required to manage applications if demand is greater than the funding available.
- It should be noted that any enquiries submitted between April 2013 and June 2013 will be held until a member of staff is appointed to manage this scheme. Anyone seeking a quicker response to an enquiry can discuss applying to WMT’s Small Grants Scheme.

#### **Amount of funding available:**

- Up to a **maximum** of 75% of eligible costs, up to a maximum grant of £30,000

#### **Key requirements:**

- If the applicant is not responsible for the memorial, **written permission** must be supplied from the owner consenting to the works
- Any additional **permissions required**, such as Listed Building Consent, must be obtained before commencement
- Two or three **quotes** are required for an application to this scheme depending on the value of work

#### **Examples of eligible works and ineligible works:**

Detailed 'Guidance Notes' and eligibility documentation is still under development.

**Applying:**

- If you are interested in **applying** to this scheme, you must **first** complete a '[Grants Pre-application form](#)'
- If your project is **eligible** then you will be sent the appropriate application documents
- Please ensure you allow **adequate time** to submit a '[Grants Pre-application form](#)' and receive a decision on this, as well as making a formal application if you have specific timeframes in mind. Guidance on timeframes can be found in the 'Advice for applicants' section
- Anyone memorial seeking a grant must be recorded on [War Memorials Online](#) with a current condition status

For any questions regarding this scheme or on completing the pre-application form, please contact the War Memorials Trust on the above number or e-mail.

Thank you for your interest.

**Investment Team**

Historic Scotland | Alba Aosmhor  
Longmore House, Salisbury Place, Edinburgh, EH9 1SH  
t| 0131 668 8801

[www.historic-scotland.gov.uk](http://www.historic-scotland.gov.uk)

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Tha am post-d seo (agus faidhle neo ceanglan còmhla ris) dhan neach neo luchd-ainmichte a-mhàin. Chan eil e ceadaichte a chleachdadh ann an dòigh sam bith, a' toirt a-steach còraichean, foillseachadh neo sgaoileadh, gun chead. Ma 's e is gun d'fhuair sibh seo le gun fhiosd', bu choir cur às dhan phost-d agus lethbhreac sam bith air an t-siostam agaibh, leig fios chun neach a sgaoil am post-d gun dàil.

Dh'fhaodadh gum bi teachdaireachd sam bith bho Riaghaltas na h-Alba air a chlàradh neo air a sgrùdadh airson dearbhadh gu bheil an siostam ag obair gu h-èifeachdach neo airson adhbhar laghail eile. Dh'fhaodadh nach eil beachdan anns a' phost-d seo co-ionann ri beachdan Riaghaltas na h-Alba.

\*\*\*\*\*



## Grants

### Pre-application form



War Memorials Trust

Registered Charity Number: 1062255

**Please only use this form if you are interested in making an initial enquiry about funding. It does not constitute a formal grant application. Only one memorial should be included per form.** Before completing the form please check War Memorial Trust's website to see if your project is the type funded by the Trust [www.warmemorials.org/grants](http://www.warmemorials.org/grants). If your enquiry is about anything else to do with war memorials check the Advice and Helpsheets section of the Trust's website [www.warmemorials.org/helpsheets](http://www.warmemorials.org/helpsheets) or contact the Conservation Team.

### About the war memorial

Name: This should be the name of the war memorial. This could be the name of the village, church or specific group commemorated

WMT ref (if known, max 4 digits): WM

Site: (e.g. name of building, road name, village green, church yard):

Town/ Village:

County:

Country (select one as appropriate from drop-down list): England

Type (select one as appropriate from drop-down list): Freestanding

Form/ shape (e.g. cross, obelisk, plaque, lychgate etc):

### Custodian/owner's details

Title and name:

Job title and organisation if appropriate:

Address:

Phone number:

Email (please note email will be used as the preferred form of contact unless otherwise indicated):

### Enquirer's details (if different from above)

Title and name:

Job title and organisation if appropriate:

Address:

Phone number:

Email (please note email will be used as the preferred form of contact unless otherwise indicated):

### Outline of proposed works

Please be as specific as possible (e.g. re-cutting lettering, repairs, cleaning, adding names, re-pointing). General terms such as 'renovate' or 'restore' will make it difficult to provide you with accurate feedback on your proposals. If you have any reports or quotes already received it would be helpful if you supply these. Please supply any relevant background information, particularly for any projects which involve relocation. Maximum 750 characters.

### Estimated project cost

£

If costs are unknown, please indicate which broad category the project falls within:

Up to £2, 500       £2, 501 - £5, 000       £5, 501 - £39, 999       £40, 000+

### Desired project completion date.

Please enter a date. Do not write 'as soon as possible':

Please note the grant application process can take between 1 and 6 months depending on the scheme you apply to and the time of year you apply. Details of grant timeframes are

available on our website: [www.warmemorials.org/grants-timeframes](http://www.warmemorials.org/grants-timeframes).

## Photographs

Please provide good quality recent **colour** photographs with this form or email. The photographs should show the whole memorial as well as close-ups of the specific elements identified in the proposed works. Both digital and hard copies are accepted, but **digital images are preferred**, if possible. Please detail the date taken and copyright holder for any photographs submitted.

If you send black and white photographs, or do not send any photographs at all we will not be able to reply to your Pre-application form.

Digital photographs emailed with application to [grants@warmemorials.org](mailto:grants@warmemorials.org)

OR

Photographs to follow by email or by post

OR

Photographs included with postal application

## Please submit this form by email or post to:

Conservation Team  
War Memorials Trust  
2nd Floor  
42a Buckingham Palace Road  
London  
SW1W 0RE  
Telephone: 020 7233 7356 or 0300 123 0764  
Email: [grants@warmemorials.org](mailto:grants@warmemorials.org)

On receipt of this form, you will be advised on eligibility and which grant scheme is appropriate for your project as soon as possible.

© War Memorials Trust, 2013

Clerk to Lerwick Community Council

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**From:** Michael.Duncan@shetland.gov.uk  
**Sent:** 20 January 2014 13:05  
**To:** joyceadamson@btinternet.com; fetlarcc@yahoo.co.uk; dcc.alison@btinternet.com; laurena.fraser1@btinternet.com; clerk@gqc-communitycouncil.co.uk; northmavenc@yahoo.co.uk; info@sandwick-community.co.uk; kjamiesoncc@live.co.uk; clerk@dunrossnesscc.shetland.co.uk; e.ganson@btinternet.com; ednanicol@btinternet.com; dougatwalls@yahoo.co.uk; clerk@lerwickcc.org.uk; jamesshepherd08@btinternet.com; clerk.ycc@btinternet.com; tww.communitycouncil@goolemail.com; marinatait@btinternet.com; clerk@unstcc.shetland.co.uk; audreymullay@gmail.com; clark768@btinternet.com; marinajbrown@btinternet.com; bertha.brown@hotmail.com; j.w.stout@btinternet.com; nicboxall@btinternet.com; robert@fetlar.org; sheilagear9@gmail.com; sarafoxforce5@btinternet.com; info@livinglerwick.co.uk; Neville.Martin@shetland.gov.uk; fstirling580@btinternet.com; keldahoul@btinternet.com; maree.hay@btinternet.com; me@mikey98.com; garry\_jamieson@hotmail.com; valeriemcmillan@live.co.uk; Gordonthomson880@btinternet.com; unst\_partnership@btconnect.com; baidlea@btinternet.com; vadlure@yahoo.co.uk; eva.ganson@shetland.gov.uk; joyce.adamson@shetland.gov.uk  
**Cc:** Vaila.Simpson@shetland.gov.uk; nrj.grant@shetland.gov.uk; kate.massie@shetland.gov.uk  
**Subject:** Community Development Fund - review  
**Attachments:** Community Development Fund - survey form.doc

Dear all,

I am writing to you in respect of the above.

As you may recall, Shetland Islands Council approved the introduction of the Community Development Fund at its meeting on 12 June 2013. As part of this decision it was agreed that the CDF scheme should be reviewed and that a report be brought back to the Council for consideration before the end of March 2014.

Accordingly you are invited to submit feedback on the CDF scheme. I hereby attach a short questionnaire for your attention. This form should be completed and returned to **myself by no later than 28 February 2014**. See contact details on the form.

Following receipt of all returns the feedback will be collated and analysed. The findings will then be shared and discussed with the Joint Liaison Group in early March. After receiving comments from the JLG, a report will be finalised for consideration by the Council. The report is scheduled to be considered at the Council meeting on 26 March 2014. After the Council has considered the report, you will be notified of the outcome as soon as possible.

Thank you in advance of the above. However should you need to discuss this matter please get in touch with Vaila Simpson (tel. 744375) or myself (tel. 743828).

Kind regards,

Michael D

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This email has been scanned by the Symantec Email Security.cloud service.  
For more information please visit <http://www.symanteccloud.com>

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**Community Development Fund – Questionnaire**

The Community Development Fund (CDF) was approved at a meeting of Shetland Islands Council on 12 June 2013. As part of this decision it was agreed that the CDF scheme be reviewed and that the findings of the review be reported back to the Council before the end of financial year 2013/14.

Accordingly please find below a number of questions to be completed by your organisation and returned to Mr Michael Duncan, Grants Co-ordinator. See contact details at bottom of form.

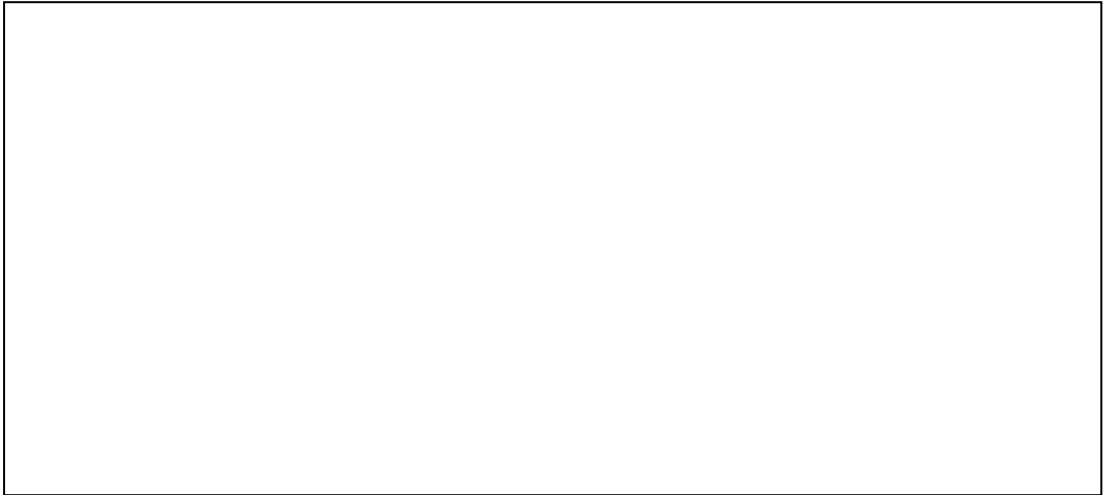
Organisation Name: \_\_\_\_\_

1. Please provide a brief update on your Community Development Fund grant (s) as applicable below.

**Distribution Fund grant** (e.g. how much £s spent to date, how much £s remaining, what has monies been allocated to, etc.)

**Project grant** (e.g. when is project due to be completed, what works complete so far etc.)

2. Please tell us what has worked well with the Community Development Fund?

A large, empty rectangular box with a thin black border, intended for the respondent to provide their answer to question 2.

3. Please tell us what has not worked so well with the Community Development Fund?

A large, empty rectangular box with a thin black border, intended for the respondent to provide their answer to question 3.

4. What do you think of the CDF scheme application process and application packs?

A large, empty rectangular box with a thin black border, intended for the respondent to provide their answer to question 4.

5. Has the funding made a difference to your organisation and/or community? If so, please provide feedback.

6. Do you have any other comments about the Community Development Fund?

Completed forms must be returned to Mr Michael Duncan, Grants Co-ordinator as follows:

Email: [michael.duncan@Shetland.gov.uk](mailto:michael.duncan@Shetland.gov.uk)

Post: Grants Unit, Solarhus, 3 North Ness, Lerwick, Shetland, ZE1 0LZ

**All completed forms must be returned by no later than 28 February 2014.**

## **SHETLAND ISLANDS AREA LICENSING BOARD**

Clerk: Jan-Robert Riise  
Depute Clerk: Susan Brunton

Governance & Law  
Corporate Services Department  
Office Headquarters  
8 North Ness Business Park  
Lerwick  
Shetland  
ZE1 0LZ

Mrs Katrina Semple  
Clerk to Lerwick Community Council  
Community Council Office  
Stouts Court  
Lerwick  
Shetland  
ZE1 0AF

Telephone: (01595) 744550  
Fax : (01595) 744585

[legal@sic.shetland.gov.uk](mailto:legal@sic.shetland.gov.uk)  
[www.shetland.gov.uk](http://www.shetland.gov.uk)

If calling please ask for  
**Paul Wishart**  
Direct Dial: 01595 744090

Your Ref: -  
Our Ref: SI/PREM/116 PW/AM

Date: 22 January 2014

### **By email**

Dear Madam

### **Licensing (Scotland) Act 2005 Application for Variation of Premises Licence Captain Flints**

### **Closing Date for any Objections or Representations: Sunday 16 February 2014**

Shetland Islands Area Licensing Board has received an application for variation of a premises licence under the above Act and is obliged to give notice of the application to the relevant community council. I therefore attach a notice of the application received.

If the community council wishes to make objections or representations, you may access a pro-forma form (preferred) and guidance for your use on the Council's website at [www.shetland.gov.uk/licensing](http://www.shetland.gov.uk/licensing).

Any objections must be lodged with the Clerk to the Licensing Board via this office by the above closing date.

If you have any queries, please don't hesitate to contact me.

Yours faithfully

*Signe: Paul Wishart*

Assistant Clerk to the Licensing Board  
Enc



**LICENSING (SCOTLAND) ACT 2005**

**PREMISES LICENCE VARIATION APPLICATION**

<b>Applicant's Name</b>	<b>Name &amp; Address of Person (if any) representing the applicant</b>	<b>Name &amp; Address of Premises to which application relates</b>	<b>Whether for sale of alcohol for consumption on the premises, off the premises, or both</b>	<b>Proposed Variation</b>	<b>Date by which objections or representations may be made to the Board</b>
Brae Stores Ltd Ellesmere Stores Esplanade Lerwick ZE1 0LL		Captain Flints Market Cross Lerwick ZE1 0LL	On and Off the premises	Amend Operating Plan to:- increase On Sale hours on Friday and Saturday to 11am-3am and operate as a Nightclub on Friday and Saturday; play live or recorded music Friday and Saturday; allow fee to be charged whilst operating as a nightclub; amend layout plan to include dancing area; amend Off Sale hours to 11am-10pm each day (a decrease in existing hours of 10am-10pm)	Sunday 16 February 2014

## **SHETLAND ISLANDS AREA LICENSING BOARD**

Clerk: Jan-Robert Riise  
Depute Clerk: Susan Brunton

Governance & Law  
Corporate Services Department  
Office Headquarters  
8 North Ness Business Park  
Lerwick  
Shetland  
ZE1 0LZ

Mrs Katrina Semple  
Lerwick Community Council  
Community Council Office  
1 Stouts Court  
Lerwick  
ZE1 0AN

Telephone: (01595) 744550  
Fax : (01595) 744585

[legal@sic.shetland.gov.uk](mailto:legal@sic.shetland.gov.uk)  
[www.shetland.gov.uk](http://www.shetland.gov.uk)

If calling please ask for  
**Paul Wishart**  
Direct Dial: 01595 744090

Your Ref: -  
Our Ref: PW/AM

Date: 24 January 2014

[clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)

Dear Madam

### **Licensing (Scotland) Act 2005 Application for Premises Licence Clickimin Leisure Complex**

Please note that the Shetland Islands Area Licensing Board has received an application for a premises licence under the above legislation and is obliged to give notice to the relevant community council. The attached notice gives some detail of the application received for a premises in the area of your community council.

Any objections must be lodged with the Clerk to the Licensing Board via this office by 16 February 2014.

If the community council wishes to make objections or representations, you may access a pro-forma form (preferred) and guidance for your use on the Council's website at [www.shetland.gov.uk/licensing](http://www.shetland.gov.uk/licensing).

If you have any queries, please don't hesitate to contact me.

Yours faithfully

*Signed: Paul Wishart*

Assistant Clerk to the Licensing Board  
Enc

## LICENSING (SCOTLAND) ACT 2005

### THE LICENSING (PROCEDURE) (SCOTLAND) REGULATIONS 2007

#### NOTICE OF PREMISES LICENCE APPLICATION

<b>Applicant's Name</b>	<b>Name &amp; Address of Person (if any) representing the applicant</b>	<b>Name &amp; Address of Premises to which application relates</b>	<b>Whether for sale of alcohol for consumption on the premises, off the premises, or both</b>	<b>Core Times when Alcohol will be sold for Consumption on the premises, off the premises, or both</b>	<b>Date by which objections or representations may be made to the Board</b>
Shetland Recreational Trust		Clickimin Leisure Complex Lochside Lerwick ZE1 0PJ	On the premises	Mon: 11am - 1am Tues: 11am - 1am Wed: 11am - 1am Thurs: 11am - 1am Fri: 11am - 1am Sat: 11am - 1am Sun: 11am - 1am	16 February 2014

## Lerwick Planning Applications – January 2014

The applications noted below are a list of Lerwick Planning Applications for January 2014. They are for added information only and do not require comment from Lerwick Community Council.

- [Erect 5 sign boards](#)

Esplanade Lerwick Shetland ZE1 0LL

Ref. No: 2014/010/ADV | Received: Thu 16 Jan 2014 | Validated: Thu 16 Jan 2014 |  
Status: Pending Consideration

- [Erect flagpole, walls and fences, provide external retail/display area and general laydown area to rear of building](#)

Blackhill Mills Lower Blackhill Industrial Estate Lerwick Shetland ZE1 0DG

Ref. No: 2014/001/PPF | Received: Mon 06 Jan 2014 | Validated: Mon 06 Jan 2014 |  
Status: Pending Consideration

- [Erect 5 signs](#)

Tesco South Road Lerwick Shetland Shetland ZE1 0RD

Ref. No: 2013/459/ADV | Received: Fri 20 Dec 2013 | Validated: Fri 10 Jan 2014 |  
Status: Pending Consideration