



# 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  
1 Stouts Court  
Lerwick  
Shetland ZE1 0AN

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[www.lerwickcc.org](http://www.lerwickcc.org)

27 May 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 2 June**.

The next meeting of Lerwick Community Council will be on Monday 7 July 2014.

Yours faithfully

*K Semple*

Katrina Semple  
Clerk to the Council

## LCC Members Literature in Office

Lerwick Port Authority – Strategy & Business Plan 2013  
Lerwick Port Authority – Bulletin September 2013

## **BUSINESS**

1. Hold the circular calling the meeting as read
2. Apologies for absence
3. Approve minutes of the meeting held 5 May 2014
4. Business arising from the minutes
5. Presentation – Premier Oil Activity – Mr Chris Walker, External Affairs Manager, Premier Oil
6. Draft Road Safety Leaflet – Cycling in Shetland  
**Draft leaflet will be available to view at June meeting**
7. Correspondence
  - 7.1 2014 117 PPF – Proposed New AHS - Cladding Material Percentages  
**Architects drawing of proposed new AHS will be distributed at June meeting**
  - 7.2 Temporary use of AHS Multicourt for Campsite – Ms S Thompson, Executive Manager, Schools
  - 7.3 Use of Undeveloped Land, Longland – Ms L Arcus, Secretary, Sound Community Association
  - 7.4 2013/376/PPF – Planning Application Approved-Bankfield, Lower Sound – Mr J Holden, Team Leader, Development Management
  - 7.5 2014/065/PPF – Planning Application Refused-12 Bank Lane, Extend opening in boundary wall and form vehicle access – Mr J Holden, Team Leader, Development Management
  - 7.6 CAB Update - Ms Dorothy Jamieson, Patient Advisor, Citizens Advice Bureau
8. To be approved - Unaudited Financial Accounts for Year End 31 March 2014  
**Accounts will be available to view at June meeting**
9. Community Development Fund 2014-2015
  - 9.1 CDF Project 2014-15 – Notification of Funding Offer
  - 9.2 CDF Distribution 2014-15 – Notification of Funding Offer
10. Financial Reports
  - 10.1 Core Funding Financial Report as at 27 May 2014
  - 10.2 2013-14 CDF Financial Report as at 27 May 2014
  - 10.3 2014-15 CDF Financial Report as at 27 May 2014
11. Planning Applications for Approval
  - 11.1 2014/048/PPF – Re-Consultation-Erect Dwellinghouse, North of Mavine Cottage, Lower Sound – Mr & Mrs S Paul
  - 11.2 Comments from LCC – Planning Application 2014/048/PPF and Public Right of Way
  - 11.3 2014/048/PPF and Public Right of Way - Mr G Burgess, GB Design Services Building Design
12. For Information Only, Lerwick Planning Applications – June 2014
13. Resignation/Recruitment of Clerk
14. Any Other Business

**MONDAY 5 MAY 2014**

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

**Members**

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

**Ex-Officio Councillors**

Cllr P Campbell	Cllr M Stout
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**In Attendance**

Ms S Laurenson, Chief Executive, Lerwick Port Authority  
Captain C Grains, Harbourmaster, Lerwick Port Authority  
Mr H Jamieson, Chairman, Lerwick Port Authority  
Mrs K Semple, Clerk to the Council

**Chairman**

Mrs A Simpson, Vice Chairman to the Council presided.

05/14/01 **Circular**

The circular calling the meeting was held as read.

05/14/02 **Apologies for Absence**

Apologies for absence were received from Mr J Anderson, Mr S Hay, Mr W Spence, Mr A Henry, Ms A Westlake, Mrs E Williamson, Cllr A Wishart, Cllr J Wills, Cllr M Bell and Cllr C Smith

05/14/03 **Minutes**

The minutes of the meeting held on 7 April were approved on the motion of Mr D Ristori and seconded by Ms K Fraser.

05/14/04 **Business Arising from the Minutes**

**April Apologies** - Mr Knight stated that Mrs Williamson's apologies had not been noted in the minute as requested.

**Parking Issues** – Mr Knight noted that the areas of poor parking that he had issues with were on Twageos Road and at Bains Beach.

The Clerk advised that she had noted these areas in her letter to PS D Livitt.

**Da Voar Redd Up** – Ms Fraser thanked members who helped her in her Redd Up of Hoofields, Cunningham Way, Clickimin Road and field opposite Unicorn View. Their effort was well worthwhile as 25 bags of rubbish had been collected.

**Undeveloped Land at Longland** – The Vice Chairman advised that, to date, no comments had been received from either ‘Sound Choices’ or Sound Primary School with regard to suggestions for use of the undeveloped land at Longland.

**Charitable Trust Proposal for Public Toilets** – The Vice Chairman advised that she was not aware of a response from Mr J Riise, Executive Manager, Governance & Law, SIC.

05/14/05

**Presentation-Update, Lerwick Port Authority – Ms S Laursen, Chief Executive, LPA, Captain Calum Grains, Harbormaster and Mr H Jamieson, Chairman, LPA**

The Vice Chairman warmly welcomed Ms Laursen, Captain Grains and Mr Jamieson to the meeting.

A power point presentation commenced providing details on new investments under consideration, and proposed projects in Lerwick Port Authority’s Capital Programme.

Five projects have recently been brought to the LPA Board; two of these projects, the North Holmsgarth Jetty and Dales Voe quay extension are being developed in the short term, and HIE are being engaged with for funding.

The plans are to extend the Dales Voe Quay from 50m to 70-75m and dredge to 12.5m depth allowing any of the large ships to be berthed.

Dredged material will be pumped into landfill and not dumped.

The design for the 270m long L-shaped Holmsgarth Jetty is complete and out for tender and it is hoped that a contractor will be on site by September. The Dales Voe project still requires consent and is a few months behind the Holmsgarth project, but it is hoped that both could be built at the same time. Once the Holmsgarth Jetty is done, LPA could then look to developing the new Fish Market.

In the medium to long term Arlanda, Point of Scatland and Alexandra Wharf will all be developed and improved.

It was also hoped that the Kebister and the harbour radar system could be replaced within the next few years.

Mr Carter paid tribute to Lerwick Port Authority’s excellent portfolio and presentation; he enquired as to what extent of LPA’s success was down to its business model.

Ms Laurenson replied that the Trust Port model was the right one; common in Scotland it focused on being commercial, which was key to reinvesting.

Mr Peterson enquired if there was any possibility that the Port could be privatised.

Ms Laurenson replied that the Scottish Government had no aspirations to do so and may bring in legislation to ensure that Trust Ports cannot be compulsory purchased.

Referring to the Nigg Bay development in Aberdeen, Mr Ristori enquired if LPA had any thoughts or input for the proposed use of the port, including a possible solution for the North Boats in future, and asked if it would be a good idea to involve Shetland as a whole to add support to the project.

Ms Laurenson replied that they would soon be commencing a series of meetings with ZetTrans and the idea could be raised there.

Mr Ristori enquired how many years would it be before Alexander Wharf was developed.

Captain Grains replied that he was unsure, the income from the Wharf was not significant on its own and needs and customer requirements had to be tended to first.

Mr Carter asked what LPA's position was with regard to fixed links to Bressay.

Ms Laurenson replied that they would welcome a tunnel; it was by far the cheaper option. She explained that the span and height that would be required for a bridge made it a significantly dearer option. LPA had preserved a tunnel portal on the Lerwick side, and land which they owned at Heogan could also be developed, should the tunnel option become a reality.

Mr Carter enquired what use could be made of Alexander Wharf for contingency parking.

Ms Laurenson replied that their main focus was for Port customers and it was not uncommon for vehicles to park with part of the car hanging over the pier, prohibiting ships from parking alongside. In addition, it caused difficulties for fishermen wishing to lay out their nets.

Mr Carter enquired if there was any possibility that the Norrona could come back to Shetland.

Ms Laurenson replied that Smyril Line focused on the routes which made money and unfortunately it did not prove profitable for them to operate in Shetland.

Mr Peterson suggested that perhaps some discretion could be used, regarding harbor dues, to encourage Smyril Line to try again.

Ms Laurenson responded that it was a sensitive issue, consideration had to be given to the airline; the market was very small and it would only take a gentle nudge to lose it.

Mr Jamieson, Chairman, Lerwick Port Authority expressed his thanks to members for giving LPA the opportunity to present at their meeting.

The presentation concluded at 8.10pm.

The Vice Chairman thanked Ms Laurenson, Captain Grains and Mr Jamieson for attending the meeting and providing their very interesting and informative presentation.

05/14/06 **Draft Road Safety leaflet – Cycling in Shetland**

Mr Wenger advised members that he hoped that the draft leaflet would be ready to view at the June meeting of Lerwick Community Council.

05/14/07 **Name Suggestions – Proposed New Flats – Malcolmson's, Commercial Road**

Members agreed that 'Joe Gray's Place' would be good choice of name for the proposed flats.

The Vice Chairman asked the Clerk of the Council to write to the property developer, Mr L Irvine, with the LCC's suggestion and ask that consent is requested from Joe Gray's family prior to the name being used.

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

05/14/08 **Correspondence**

**8.1 Railings and Steps at Hillhead – Mr D Coupe, Executive Manager, Roads, SIC**

Noted

**8.2 Use of Former Campsite during Relay for Life Event – Mr James Johnston, General Manager, SRT**

Mr Peterson enquired why the site had to be closed to campers now, rather than wait until autumn.

Cllr Stout replied that clear access to the site was required for test drilling and that the site now belonged to Shetland Islands Council.

**8.3 Temporary Campsite Provision Request – Mr Magnus Malcolmson, Team Leader, Leisure Facilities, SIC**

Mr Carter raised concern at the possibility of Campervans randomly parking around the town due to the loss of a suitable site in Lerwick.

Mr Peterson suggested that Historic Scotland could be approached and asked if Fort Charlotte could be made available.

There was general concern that access to Fort Charlotte could prove too difficult for caravans and campervans to access, but Mr Peterson was resolute that access could be gained via the lower entrance.

Mr Carter thought that, during the summer holidays, the multicourt behind Anderson High School may be a suitable option.

The Vice Chairman asked the Clerk of the Council to write to Ms S Thompson, Executive Manager, Schools, with regard to the suggestion.

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

Cllr Stout advised members that the setting up and running of a Campsite was a business opportunity and one which Shetland Islands Council would hope to support.

He reminded members that there was a choice of excellent campsites, with facilities, out with the town that campers could choose to go to.

**8.4 Vandalism to 'Fat Little Pony', Commercial Street & Parking Issues – PS D Livitt, Police Scotland**

Mr M Peterson stated that he believed that the shop owner had identified the culprit but the Police did not appear to be taking things forward.

Noted

**8.5 Uneven Road Surfaces, Verges – Mr D Coupe, Executive Manager, Roads, SIC**

Mr Wenger identified additional areas of uneven road at verges on the A970 above Gulberwick.

**8.6 Place Name – Fort Road, Flats Phase 2 – Mr Paul Leask, Property Services Manager, HHA**

The Vice Chairman expressed concern that having two addresses, Excelsior Place and Lyndhurst Place, for one building, may cause confusion.

Noted.

**8.7 Clickimin Paths Upgrade-Successful Bid - Ms E Skinley, Road Safety Officer, SIC**

Cllr Stout stated that the successful bid for funding was very good news as it involved a significant sum of money.

**8.8 Salvation Army Food Parcels – Envoy Angela Nunn, Corps Officer, Lerwick Salvation Army**

The Vice Chairman asked the Clerk of the Council to write a letter of thanks to Envoy A Nunn for her informative letter.

She asked the Clerk to make a note to write to Envoy Nunn, early on in the New Year to request an update.

**(Action Clerk to the Council)**

05/14/09

**Financial Reports**

**9.1 Core Funding Financial Report as at 29 April 2014**

Noted

**9.2 CDF Funding Financial Report as at 29 April 2014**

Noted

### **9.3 Main Annual Running Costs 2014-15 & Comparison Figures 2013-14**

Noted

### **9.4 Annual Grants and Projects 2014-15 & Comparison Figures 2013-14**

The Clerk clarified that the figure of £2,000 set aside for fireworks was only there as historically the Lerwick Fireworks Display had been supported by Lerwick Community Council. However, the money did not have to be spent on fireworks, there was no fireworks display in 2013 and the money had been used elsewhere.

Mr Peterson proposed that the money should be 'put back in the pot' and used elsewhere, if needed.

Mr A Wenger seconded the proposal.

There being no counter proposal, the motion was carried.

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

### **9.5 Grants & Projects 2014-15 & Comparison Figures 2013-14**

Noted

05/14/10

### **Application for Grant Funding**

#### **10.1 Large Print Shetland Directory**

Cllr Stout enquired if consideration had been given to charging for the directory.

Ms Fraser replied that they decided against charging as the directories were distributed via Health Centres and shops. Charging was not impossible, but it would be less easy to distribute the directories to those who needed them.

Mr Wenger enquired if a smaller quantity of the directories could be printed.

Ms Fraser replied that they could, but the price difference would be minimal.

Mr Ristori proposed a funding offer of £500.

Mr Knight moved that the full amount of £1,000 should be granted.

Mr Carter seconded Mr Knight's proposal of £1,000.

M D Ristori withdrew his proposal and the motion to award £1,000 was carried.

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

**The following item arrived too late to be included in the agenda but was brought to the meeting for discussion.**

#### **Application for Funding - Summer Scheme-Living Lerwick**

Members were pleased with the proposals for Living Lerwick's 2014 Summer Scheme and fully approved the application for funding.



Mr D Ristori moved that the full £1,000 requested should be awarded.

Ms K Fraser seconded the motion.

There being no counter proposal, the motion was carried.

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

05/14/11

**Parking Orders**

**11.1 Parking Place for Disabled Persons Vehicle – Frontage of 1 Sandveien**

No objection

05/14/12

**Planning Applications**

**12.1 2014/110/PPF – Erect Dwellinghouse (Planning Permission in Principal) – Wasterhus, Upper Sound – Mr & Mrs Stansbury**

No objection

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

**The following Planning Application arrived too late to be included in the agenda but was brought to the meeting for discussion:-**

**2014/117/PPF- Erect New High School and Halls of Residence – Shetland Islands Council**

Cllr Stout stated that to provide any meaningful input, a presentation should accompany the Planning Application.

Mr Carter was reluctant to procrastinate but recalled a concern with regard to the use of steel cladding during a pre application presentation given by Mrs Budge, Director, Children's Services and her colleagues in February.

Cllr Stout advised that wooden cladding was now being looked at, although expensive, this was balanced off by the fact that steel cladding would have to be washed annually to get rid of the corrosive effects of salt.

**Mr A Johnston left - 9.00pm**

Mr Peterson suggested that it may be worthwhile considering organising an extraordinary meeting to accommodate a presentation to go with the planning application.

Mr Carter again voiced his reluctance at holding up proceedings.

Cllr Campbell suggested a caveat that steel could not be used as cladding material.

Cllr Stout stated the use of metal cladding was not the only concern to be raised.

Mr Carter suggested that the application should be approved, provided that steel is not used to clad the proposed new AHS.

The Vice Chairman noted that the main points of concern raised at the February meeting were the use of metal cladding; classrooms with south facing windows getting too hot; no free space for children to run about; part of the hillside would have to be excavated to accommodate car park and concerns regarding the access and egress road to the proposed school.

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

05/14/13 **Lerwick Planning Applications – April 2014**

Noted

05/14/14 **Any Other Business**

**Disrepair – Shop Premises**

Mr Ristori noted that the exterior of the premises formally known as The Spinning wheel was in very poor condition and that the gable end of SpecSavers was in need of a coat of paint.

Mr Peterson suggested that it was something that Living Lerwick could deal with.

The Vice Chairman asked the Clerk to write to Living Lerwick with regard to the issues.

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

**Minority Status Within the UK**

Mr Peterson advised that the Cornish had received minority status within the UK affording them the same status under the European Framework Convention for the Protection of National Minorities and opening up avenues of funding.

He suggested that Shetland could also apply for minority status.

Cllr Stout stated it was a legitimate enquiry and one worthwhile putting forward.

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

**Shetland Integrated Plan - Proposed New Power Station**

Cllr Stout raised concern as to why Ofgem appeared to have found legitimate reasons why the proposed new power station could not go ahead.

In addition he stated that questions should be asked as to why we were being charged more than on the mainland, why was there not a uniform tariff.

The Vice Chairman asked the Clerk of the Council to write to SSE with the enquiries.

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

**Promotion of LCC**

The Vice Chairman suggested that more should be done to promote LCC and the fact that funding was available. She asked the Clerk to draw up a poster which could be distributed to various places such as Youth Clubs, Sports Centres and halls to advertise the fact that LCC could be approached for funding.

She also suggested that much more could be done to promote LCC on Facebook, including uploading the agenda each month to make the general public more aware of issues currently under discussion.

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

There being no further competent business the meeting concluded at 9.20pm.

***Minute ends.***

MRS V SIMPSON  
VICE CHAIRMAN  
LERWICK COMMUNITY COUNCIL

**Chairman.....**

**Date.....**



Executive Manager: Robert Sinclair  
Director: Christine Ferguson

Capital Programme Service  
**Corporate Services Department**  
8 North Ness Business Park  
Lerwick  
Shetland  
ZE1 0LZ

Item 7.1

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

Telephone: 01595 744140  
Fax: 01595 744667  
capital.programme.service@shetland.gov.uk  
www.shetland.gov.uk

If calling please ask for  
**Trevor Smith**  
Direct Dial: 01595 744174

Our Ref: TCIS/RS/L-1-3  
Your Ref: 2014-037/KS

Date: 15 May 2014

Dear Katrina

## **Anderson High School, Clickimin**

Thank you for your letter dated 7 May 2014 regarding the new Anderson High School planning application. The decision on the selection of external cladding materials has been influenced by feedback from Lerwick Community Council, the Planning Authority, Historic Scotland and other key consultees. We are grateful to Lerwick Community Council for your positive approach to the project and for the constructive comments received.

A key principle in developing the architectural design of the buildings is that the cladding materials are light in appearance at upper levels with a heavier, more solid appearance at lower levels. It is considered that this helps reduce the apparent mass of the building. It is also considered important that natural, self coloured materials are used where possible, which will help the buildings blend with the existing landscape. Masonry, timber and profiled natural aluminium sheeting are considered to achieve this and the potential use of these materials has been favourably received by Historic Scotland and the Planning Authority during pre-planning consultations.

In selecting suitable materials there is a balance to be achieved between aesthetic qualities, costs and technical matters. In addition to aesthetic considerations the other key issues which must be taken into account are durability, life cycle costs and building insurance. For timber cladding in particular, the insurance issue is one that will require further technical discussion with insurance companies as the detailed design is developed. The exact percentages of external cladding materials has not been finalised, but the following breakdown can be taken as an indication:

Masonry (e.g. rendered blockwork or architectural masonry)	17%
Glazing and window frames	38%
Spandrel panels to cover structural elements at windows	10%
Timber cladding	25%
Profiled metal cladding to lightwells	6%
External door and louvers	4%

I trust this answers your query. Please do not hesitate to contact me if you require further information.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Trevor Smith', written in a cursive style.

Trevor Smith, Contract Manager  
[117TCISRS]

cc: Helen Budge, Executive Director Children's Services



Director of Children's Services: Helen Budge

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

Our Ref: ST/kk/S40/Corr/14/007  
Your Ref:

Children's Services  
Hayfield House  
Hayfield Lane  
Lerwick  
Shetland, ZE1 0QD

Item 7.2

Telephone: 01595 744000  
Fax: 01595 744074  
www.shetland.gov.uk

If calling please ask for:  
**Shona Thompson**

Direct Dial: 01595 74 3965

Date: 19 May 2014

Dear Mrs Semple

## Temporary Campsite Request – Multicourt, Anderson High School

Thank you for your letter of 07 May 2014, in respect of the above.

Whilst I would have no difficulty agreeing to your request in principle, I am afraid that there are a number of existing bookings during July and August for the use of the multicourt. The area is regularly used by the Driving Standards Agency and Shetland Motorbike Training for those sitting either their HGV or Motorcycle tests.

I am therefore unable to agree to your request at this time.

Yours sincerely

Shona Thompson  
Executive Manager – Schools

**From:** [louise](#)  
**To:** [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Subject:** Re: Undeveloped Land-Longland - Sound Choices  
**Date:** 21 May 2014 13:21:24  
**Attachments:**

Hi Katrina

Our members had a bit of a think about the land and didn't have any strong or original views for use of it.

As most are parents or grandparents, they thought a play area would be useful - not furnished with play equipment but just a fenced in grassy area for playing with a ball & running about (no dogs so no mess to worry about).

Also, can I ask, the committee is considering upgrading the air conditioning in the Hall and are looking at how to fund the project. It was thought the Lerwick Community Council sometimes gave out grants. Can you advise me if this is the case, and if so would we be eligible to apply.

Thank you

Louise Arcus



# Shetland Islands Council

Executive Manager: Iain S McDiarmid  
Director: Neil Grant

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

Planning  
**Development Services**  
8 North Ness Business Park  
Lerwick  
Shetland  
ZE1 0LZ

Telephone: 01595 744293  
[www.shetland.gov.uk](http://www.shetland.gov.uk)

If calling please ask for:  
Mr John Holden  
Team Leader - Development  
Management  
[john.holden@shetland.gov.uk](mailto:john.holden@shetland.gov.uk)  
Direct Dial: 01595 743898

Our Ref: 2013/376/PPF – LR15

Date: 15 May 2014

Dear Ms Semple

**The Town and Country Planning (Schemes of Delegation and Local Review Procedure) (Scotland) Regulations 2013**  
**Local Review Ref: 2013/376/PPF – LR15 - Erect dwellinghouse and garage and create new access track: Bankfield, Lower Sound, Lerwick, Shetland, ZE1 0RN.**  
**Applicant: Mr & Mrs Alan & Radina McKay**  
**Planning Application Ref: 2013/376/PPF**

I refer further to the review of the above case.

I hereby inform you that the Shetland Islands Council Local Review Body (LRB) considered the matter at its meeting on 15 April 2014. At this meeting the LRB was provided with copies of the Notice of Review and supporting documents submitted by the applicant. The LRB decided to carry out the review on the basis of a public hearing session.

The LRB was also provided with copies of the decision notice, the report of handling (and the documents referred to in that report) and representations received, submitted by the Team Leader – Development Management. The LRB also heard from: a Planning Officer (R MacNeil) who summarised the issues raised and presented plans as had been submitted and photographs and key information; Mr A McKay (as the applicants' representative); and Mr I McDiarmid (Executive Manager - Planning), from whom the LRB wished to receive further information at the hearing session.



The LRB, having taken all the above matters into consideration, was of the opinion that the application be approved contrary to the appointed officer's decision, as a departure to the approved development plan, for the following reason: . "The development, being properly designed and screened, will not be detrimental to the area. The development has been welcomed by neighbours and supported by the Lerwick Community Council."

Copies of the decision notice are available for inspection on the Council's website, and at the offices for the Planning Service, 8 North Ness Business Park, Lerwick, Shetland, ZE1 0LZ during normal office hours.

Yours sincerely

A handwritten signature in black ink, appearing to be 'J. Brown', written over a horizontal line.

Team Leader – Development Management



# Shetland Islands Council

Executive Manager: Iain S McDiarmid  
Director: Neil Grant

Mrs Katrina Semple (Clerk)  
Lerwick Community Council  
Community Council Office  
1 Stouts Court  
Lerwick  
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Planning  
**Development Services**  
8 North Ness Business Park  
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ZE1 0LZ

Telephone: 01595 744293  
[www.shetland.gov.uk](http://www.shetland.gov.uk)

If calling please ask for:  
Mr John Holden  
Team Leader - Development  
Management  
[john.holden@shetland.gov.uk](mailto:john.holden@shetland.gov.uk)  
Direct Dial: 01595 743898

Our Ref: 2014/065/PPF – LR17

Date: 16 May 2014

Dear Ms Semple

**The Town and Country Planning (Schemes of Delegation and Local Review Procedure) (Scotland) Regulations 2013**  
**Local Review Ref: 2014/065/PPF – LR17 - Extend opening in boundary wall and form vehicle access: 12 Bank Lane, Lerwick, Shetland, ZE1 0DT.**  
**Applicant: Mr & Mrs M Williamson**  
**Planning Application Ref: 2014/065/PPF**

Under the terms of The Town and Country Planning (Schemes of Delegation and Local Review Procedure) (Scotland) Regulations 2013, Regulation 10, I hereby inform you that a notification for review of the above case has been received in relation to the refusal by an appointed officer of planning permission for a proposal to: Extend opening in boundary wall and form vehicle access: 12 Bank Lane, Lerwick, Shetland, ZE1 0DT. (Planning Application Ref. 2014/065/PPF).

Copies of any representations previously made to the Planning Authority with respect to the application will be considered by the Shetland Islands Council Local Review Body when determining the review.

Should the Community Council wish to make further representations these may be made in writing to the Local Review Body c/o Planning Service, Development Services Department, 8 North Ness Business Park, Lerwick, Shetland, ZE1 0LZ within 14 days of the date of this notice. In doing so you should quote the reference for the review, which is: 2014/065/PPF – LR17, and mark them for the attention of

Mr John Holden. A copy of the representation will be sent to the applicant for comment.

A copy of the notice of review and other documents related to the review may be inspected at this office. They may also be found online on the Council's website at: <http://pa.shetland.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=N1O10UOA01E00>

The review will be determined by the Local Review Body by the holding of a public hearing to which all parties involved in the process will be invited to make oral representations to the Local Review Body. You will receive a formal letter of invitation to the meeting of the Local Review Body at which the case will be reviewed in due course.

If you require further information or require further assistance, please feel free to call me on the above number.

Yours sincerely



John Holden  
Team Leader – Development Management

**Shetland Islands Citizens Advice Bureau**



Mrs Katrina Semple  
Community Council Office  
Stouts Court  
Lerwick

Market House  
14 Market Street  
Lerwick  
Shetland  
ZE1 0JP

3<sup>rd</sup> May 2014

Tel: Lerwick (01595) 69 4696  
Fax: Lerwick (01595) 69 6776  
Email: [sicab@shetland.org](mailto:sicab@shetland.org)

Dear Mrs Semple

**PATIENT ADVICE AND SUPPORT SERVICE**

I am writing to all local councils as part of a Shetland-wide campaign to ensure everyone in the community is aware of the Patient Advice and Support Service, which is one important aspect of the Citizens Advice Bureau.

I am happy to attend a meeting of your council to give a short presentation and answer any questions. Please get in touch to make an arrangement. In the meantime I enclose some information about the service.

Yours sincerely



Dorothy Jamieson

Patient Advisor

**DATA PROTECTION ACT 1998**

Please be aware that the Shetland Islands Citizens Advice Bureau is operating under the guidelines required by the above. For further information, please contact us.

Registered in Scotland as a company limited by guarantee, registration No. 176817

Shetland Islands Citizens Advice Bureau is registered as a charity in Scotland – No. SC019785

Registered office Market House, 14 Market Street, Lerwick, Shetland ZE1 0JP

Sylvia Jamieson, Company Secretary



## Patient Advice & Support Service

Use your rights  
Know your responsibilities  
Share your experience  
Make a difference

The **Patient Advice and Support Service** is an independent service which provides free, accessible and confidential information, advice and support to patients, their carers and families about NHS healthcare.

The Patient Advice and Support Service:

- can provide you with **information, advice and support** if you want to give feedback or comments, or raise concerns or complaints, about healthcare provided by NHS Scotland
- helps you **understand your rights and responsibilities** as a patient
- works with the National Health Service (NHS) in Scotland to **improve healthcare provision** – work that can be done because of the feedback you provide.

**You can access this service from any citizens advice bureau in Scotland.** Your CAB adviser will refer you to a Patient Adviser if it is appropriate, who can provide specialist help or support regarding the NHS in Scotland.

Visit [www.cas.org.uk](http://www.cas.org.uk) or use the phone book to find your local CAB.

## What can a Patient Adviser do?

If you are referred to a Patient Adviser, the assistance they can offer includes:

- **explaining the NHS complaint procedure** and providing the information and advice to help you make a complaint
- **helping you to write letters and make phone calls**
- **supporting you** if you have to attend a meeting with your local NHS healthcare provider
- **giving you information** on how to find health services, social care, and other related services
- **giving you advice** on how to access the treatment, care or support
- **helping you access your medical records**, and providing practical help with getting clinical records. Patient Advisers can also help you to understand the information once you have it.

## Advice is good for your health

Lots of problems such as debt, employment, housing and legal difficulties – whether big or small – can affect your health and wellbeing, not just those relating to healthcare and treatment.

The Patient Advice and Support Service is provided by Scottish citizens advice bureaux, a network of local, independent charities. This means our trained advisers can also give you information, advice and support on just about anything. Solving your problems will help you feel better.



# Shetland Islands Council

Chief Executive: Mark Boden  
Executive Manager: Vaila Simpson

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

Our Ref: VS/MD/57192/F6.1  
Your Ref:

Grants Unit  
Community Planning & Development  
Solarhus  
3 North Ness  
Lerwick  
Shetland  
ZE1 0LZ

Telephone: 01595 743888

grants.unit@shetland.gov.uk  
www.shetland.gov.uk

If calling please ask for  
Mr Michael Duncan  
Direct Dial: 01595 743828

Date: 20 May 2014

Dear Katrina

**Community Development Fund - Reference: 578/3888**  
**Project Grant- £1,000**

I am pleased to inform you that your application was considered by officers of the Community Planning and Development Service under delegated authority for this scheme, and it has been agreed to award a grant of up to £1,000.00. This grant has been approved to assist with costs as detailed in the Project Schedule on page 3.

Please find enclosed the following information:

- Grant conditions
- Grant Acceptance docquet
- Project schedule

**This letter is sent to you in duplicate in order that you have the acceptance docquet signed by your officer bearers. Once each officer bearer have signed the docquet, one whole copy of this grant award letter must be returned for the attention of the Grants Officer to this office prior to 4 July 2014, with the other being retained for your records.**

Following receipt of the completed acceptance docquet the total amount of grant due will be paid into your group's bank account.

Yours sincerely

Executive Manager - Community Planning & Development

Enc.



# Shetland Islands Council

Chief Executive: Mark Boden  
Executive Manager: Vaila Simpson

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

Our Ref: VS/MD/57186/F6.1  
Your Ref:

Dear Katrina

**Community Development Fund - Reference: 578/3871**  
**Distribution Fund - £3,000**

I am pleased to inform you that your application was considered by officers of the Community Planning and Development Service under delegated authority for this scheme, and it has been agreed to award a grant of up to £3,000.00. This grant has been approved to assist with costs as detailed in the Project Schedule on page 4.

Please find enclosed the following information:

- Grant conditions
- Grant Acceptance docquet
- Project schedule

**This letter is sent to you in duplicate in order that you have the acceptance docquet signed by your officer bearers. Once each officer bearer have signed the docquet, one whole copy of this grant award letter must be returned for the attention of the Grants Officer to this office prior to 4 July 2014, with the other being retained for your records.**

Following receipt of the completed acceptance docquet the total amount of grant due will be paid into your group's bank account.

Yours sincerely

Executive Manager - Community Planning & Development

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If calling please ask for  
Mr Michael Duncan  
Direct Dial: 01595 743828

Date: 20 May 2014

## LERWICK COMMUNITY COUNCIL

### Core Funding Financial Report as at 27 May 2014

	£	£
<b><u>INCOME</u></b>		
Balance as at 28 April 2014		6,966.86
SIC Core Funding Grant 2014-15		20,923.00
Sale of TH Guides		0.00
Sale of LCC Ties		0.00
		27,889.86
<b><u>EXPENDITURE</u></b>		
Office Costs	33.00	
Employment Costs	1,520.40	
Administration	77.76	
Chambers	0.00	
Accountancy	0.00	
Misc.	154.86	
Grants/Projects	303.62	
		2,089.64
		<b>25,800.22</b>
<b><u>REPRESENTED BY</u></b>		
Balance as at 15 May 2014		30,692.14
<b><u>Indication of Free Funds:</u></b>		
Main Annual Running Costs Amended Forecast - £14,569.40		
Amended Costs Remaining	12,675.21	
Annual Grants and Projects Amended Forecast - £1,880.00		
Amended Payments Remaining	1,576.38	
<b><u>Committed Funding:</u></b>		
Benches-Cunningham Way/Staney Hill installation costs	787.26	
Heritage Place Names Map - <i>Estimate</i>	3,000.00	
Renewal of damaged office floorcoverings	490.00	
Winter Festival Fireworks Display	1,000.00	
Stiles Project	850.00	
Road Safety Leaflet	551.40	
Large Print Shetland Directory	1,000.00	
Repair of office ceiling	200.00	
		22,130.25
<b>Estimated Free Funds</b>		<b>3,669.97</b>



## LERWICK COMMUNITY COUNCIL

### 2013-14 CDF Financial report as at 27 April 2014

#### FUNDING FOR PROJECT

	£	£
<b><u>Funds Received</u></b>		
Balance at at 1 April 2013		0.00
CDF Grant Funding for Project 2013-14		1,000.00
		<u>1,000.00</u>
<b><u>Funds Awarded</u></b>		
Nil to date	0.00	
		0.00
		<u><b>1,000.00</b></u>
<b><u>Funds Committed</u></b>		
Lerwick Map Information Panel	1,000.00	
		1,000.00
<b>Estimated Free Funds</b>		<u><b>0.00</b></u>

#### FUNDING FOR DISTRIBUTION

	£	£
<b><u>Funds Received</u></b>		
Balance at at 1 April 2013		0.00
CDF Grant Funding For Distribution 2013-14		3,000.00
		<u>3,000.00</u>
<b><u>Funds Awarded</u></b>		
Junior Up Helly Aa - Boat Shed Ground Rent	78.04	
		78.04
		<u><b>2,921.96</b></u>
<b><u>Funds Committed</u></b>		
Living Lerwick - Christmas Festival	956.00	
Living Lerwick - Fair Isle Festival	1000.00	
		1,956.00
<b>Estimated Free Funds</b>		<u><b>965.96</b></u>

Close of '13-'14 Funding Offer - 28 August 2014

## LERWICK COMMUNITY COUNCIL

### 2014-2015 CDF Financial Report as at 27 April 2014

#### FUNDING FOR PROJECT

	£	£
<b><u>Funds Received</u></b>		
Balance as at 1 April 2014		0.00
CDF Grant Funding for Project 2014-15*		<u>1,000.00</u>
		1,000.00
<b><u>Funds Awarded</u></b>		
Nil to date	0.00	
		<u>0.00</u>
		<u><u>1,000.00</u></u>
<b>Funds Committed</b>		
Lerwick Map Information Panel	1,000.00	
		<u>1,000.00</u>
<b>Estimated Free Funds</b>		<u><u>0.00</u></u>

#### FUNDING FOR DISTRIBUTION

	£	£
<b><u>Funds Received</u></b>		
Balance as at 1 April 2014		0.00
CDF Grant Funding for Distribution 2014-15*		<u>3,000.00</u>
		3,000.00
<b><u>Funds Awarded</u></b>		
Nil to date	0.00	
		<u>0.00</u>
		<u><u>3,000.00</u></u>
<b>Funds Committed</b>		
Nil to date	0.00	
		<u>0.00</u>
<b>Estimated Free Funds</b>		<u><u>3,000.00</u></u>

**Close of '14-'15 Funding Offer - 31 March 2015**

\*Awaiting Lodgement of Approved Funds

**From:** [Clerk to Lerwick Community Council](#)  
**To:** ["planning.control@shetland.gov.uk"](mailto:planning.control@shetland.gov.uk)  
**Subject:** 2014 048 PPF–North of Mavine Cottage, Lower Sound-Objection  
**Date:** 05 March 2014 10:41:00

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<b>Planning Ref:</b> 2014/048/PPF
<b>Proposal:</b> Erect dwellinghouse
<b>Address:</b> North of Mavine Cottage, Lower Sound, Lerwick
<b>Applicant:</b> Mr & Mrs S Paul
<b>Date of Consultation:</b> 19 February 2014

#### **2014/048/PPF – North of Mavine Cottage, Lower Sound, Lerwick**

The above application was discussed at the March meeting of Lerwick Community Council, **minute ref 03/14/14, item 14.2**

Concern was raised as the application affects a public right of way which goes through the site and past the proposed property. Members agreed to **object** to the application, unless the right of way is of suitable width, and fenced off, in order to protect the privacy of the residents and of the people using the right of way.

Regards

Katrina Semple  
Clerk  
Lerwick Community Council

Tel: 07818 266876

## Clerk to Lerwick Community Council

**From:** Greg Burgess

**Sent:** 23 May 2014 17:12

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

**Subject:** Planning Application 2014/048/PPF Erect dwellinghouse, Lower Sound, Lerwick

With reference to the above application we note the objection raised by the Lerwick Community Council (ref 03/14/14 item 14.2), following on from the comments made by the SIC Outdoor Access Officer.

Following receipt of consultee comments we have met with the Councils Outdoor Access Officer and agreed a solution to ensure that the development will not have an adverse effect on the public right of way. Revised plans have been submitted to the planning authority and the objection from the Access Officer has been removed. I understand that the SIC Planning Department have undertaken further consultation with yourselves in this regard. The solutions agreed and more importantly the reasons behind these solutions however may not be fully apparent.

As the agent for the planning application I would therefore be happy if considered appropriate to attend the next meeting of the Community Council to explain the reasons and solutions agreed with the Access Officer, so that the Community Council can make an informed decision whether to remove or retain their current objection.

I would be grateful if you could advise if you consider that this would be beneficial.

Kind regards

Greg Burgess

GB Design Services Building Design, Energy and Consultancy Services 55 Burgh Road Lerwick Shetland ZE1 0HJ

Tel: 01595 694382

## Lerwick Planning Applications – June 2014

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

[Installation of one DSLAM telecoms cabinet measuring 1300mm x 450mm x 800mm](#)

Clairmont Place Lerwick Shetland ZE1 0BR

Ref. No: 2014/147/PPF | Received: Thu 15 May 2014 | Validated: Thu 15 May 2014 |  
Status: Pending Consideration

[Installation of one DSLAM telecoms cabinet measuring 1300mm x 450mm x 800mm](#)

Prince Alfred Street Lerwick Shetland ZE1 0EP

Ref. No: 2014/148/PPF | Received: Thu 15 May 2014 | Validated: Thu 15 May 2014 |  
Status: Pending Consideration

[Installation of one DSLAM telecoms cabinet measuring 1300mm x 450mm x 800mm](#)

Esplanade Lerwick Shetland ZE1 0EH

Ref. No: 2014/149/PPF | Received: Thu 15 May 2014 | Validated: Thu 15 May 2014 |  
Status: Pending Consideration

[Installation of one DSLAM telecoms cabinet measuring 1600mm x 450mm x 1200mm](#)

Harbour Street Lerwick Shetland ZE1 0JP

Ref. No: 2014/150/PPF | Received: Thu 15 May 2014 | Validated: Thu 15 May 2014 |  
Status: Pending Consideration

[Install air source heat pump](#)

Freefield Pharmacy North Road Lerwick Shetland ZE1 0NP

Ref. No: 2014/146/PPF | Received: Wed 14 May 2014 | Validated: Wed 14 May 2014  
Status: Pending Consideration

[Erect sign board \(Retrospective Application\)](#)

Tulloch Developments Ltd Gremista Lerwick Shetland ZE1 0PX

Ref. No: 2014/143/ADV | Received: Tue 13 May 2014 | Validated: Tue 13 May 2014 |  
Status: Pending Consideration

[Installation of vehicle electric charging pod point](#)

Grantfield Offices Grantfield Lerwick Shetland ZE1 0NT

Ref. No: 2014/132/PPF | Received: Thu 08 May 2014 | Validated: Mon 12 May 2014 |  
Status: Pending Consideration

[Installation of vehicle electric charging pod point](#)

Clickimin Centre North Lochside Lerwick Shetland ZE1 0PJ

Ref. No: 2014/134/PPF | Received: Thu 08 May 2014 | Validated: Mon 12 May 2014 |  
Status: Pending Consideration

[Installation of vehicle electric charging pod point](#)

Lerwick Health Centre South Road Lerwick Shetland ZE1 0RB

Ref. No: 2014/131/PPF | Received: Thu 08 May 2014 | Validated: Mon 12 May 2014 |  
Status: Pending Consideration

[Renew advert consent 2009/131/ADV - To retain existing sign](#)

South Gable Of 72 Commercial Street Lerwick Shetland ZE1 0DL

Ref. No: 2014/126/ADV | Received: Mon 05 May 2014 | Validated: Mon 05 May  
2014 | Status: Pending Consideration

Katrina Semple  
Lower Wick  
Gulberwick  
ZE2 9JX

10 May 2014

Mr Jim Anderson  
Chairman  
Lerwick Community Council  
Stouts Court  
Lerwick  
ZE1 0AL

Dear Jim

I am writing to formally advise you of my resignation from my position as Clerk to Lerwick Community Council. I provide four weeks notice, as of the date of this letter.

I have enjoyed my time at Lerwick Community Council, and wish to take this opportunity to thank you for the assistance given to me over the last 7 ½ years, however, in the best interests of my career, I feel that the time is right to move on.

Finally, if there is anything I can do to ensure a smooth and efficient handover process, please do not hesitate to let me know.

I wish you all the very best.

Thank you.

Yours sincerely

Katrina Semple

## **Situations Vacant**

Lerwick Community Council has the following vacancy:

Part-time Clerk (50 - 60 hours per month, currently under review)

The post holder will be responsible for general clerical duties including the administration of Community Council meetings, general correspondence and maintenance of financial records.

Applicants should have a good general education, an understanding of basic accounting practices and knowledge of computer applications including word and excel.

For further information and an application pack please contact Jim Anderson by telephone on 0780 334 2304 or email [chair@lerwickcc.org.uk](mailto:chair@lerwickcc.org.uk).

Closing date for applications is midday Friday 30<sup>th</sup> May 2014.