



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
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Shetland ZE1 0AN

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Email: clerk@lerwickcc.org.uk
www.lerwickcc.org

29 April 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 5 May**.

The next meeting of Lerwick Community Council will be on Monday 2 June 2014.

Yours faithfully

K Semple

Katrina Semple
Clerk to the Council

LCC Members Literature in Office

No new literature

BUSINESS

1. Hold the circular calling the meeting as read
2. Apologies for absence
3. Approve minutes of the meeting held 7 April 2014
4. Business arising from the minutes
5. Presentation – Lerwick Port Authority Update
6. Draft Road Safety Leaflet – Cycling in Shetland
Draft leaflet will be available to view at May meeting
7. Name suggestions – Proposed New Flats - Malcolmson's, Commercial Road
8. Correspondence
 - 8.1 Railings and Steps at Hillhead – Mr D Coupe, Executive Manager, Roads, SIC
 - 8.2 Use of Former Campsite during Relay for Life Event – Mr James Johnston, General Manager, SRT
 - 8.3 Temporary Campsite Provision Request – Mr Magnus Malcolmson, Team Leader, Leisure Facilities, SIC
 - 8.4 Vandalism to 'Fat Little Pony', Commercial Street & Parking Issues – PS D Livitt, Police Scotland
 - 8.6 Uneven Road Surfaces, Verges – Mr D Coupe, Executive Manager, Roads, SIC
 - 8.7 Place Name – Fort Road, Flats Phase 2 – Mr Paul Leask, Property Services Manager, HHA
 - 8.8 Clickimin Paths Upgrade-Successful Bid - Ms E Skinley, Road Safety Officer, SIC
 - 8.9 Salvation Army Food Parcels – Envoy Angela Nunn, Corps Officer, Lerwick Salvation Army
9. Financial Reports
 - 9.1 Core Funding Financial Report as at 29 April 2014
 - 9.2 CDF Funding Financial Report as at 29 April 2014
 - 9.3 Main Annual Running Costs 2014-15 & Comparison Figures 2013-14
 - 9.4 Annual Grants and Projects 2014-15 & Comparison Figures 2013-14
 - 9.5 Grants & Projects 2014-15 & Comparison Figures 2013-14
10. Application for Grant Funding
 - 10.1 Large Print Shetland Directory
Draft cover will be available to view at May meeting
11. Parking Orders
 - 11.1 Parking Place for Disabled Persons Vehicle – Frontage of 1 Sandveien
12. Planning Applications
 - 12.1 2014/110/PPP – Erect Dwellinghouse (Planning Permission in Principal) – Wasterhus, Upper Sound – Mr & Mrs Stansbury
12. For Information Only, Lerwick Planning Applications – April 2014
13. Any Other Business

MONDAY 7 APRIL 2014

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

Members

Ms K Fraser	Mr A Henry
Mr D Ristori	Mrs A Simpson
Mr A Johnston	Mr A Wenger
Mr J Anderson	Mr W Spence
Mr E Knight left 8.45	Mr A Westlake left 8.30pm

Ex-Officio Councillors

Cllr M Bell	Cllr A Wishart
Cllr M Stout	Cllr C Smith

In Attendance

Mr P Clelland, Manager, Tesco Lerwick
Mrs K Semple, Clerk to the Council

Chairman

Mr J Anderson, Chairman to the Council presided.

04/14/01

Circular

The circular calling the meeting was held as read.

04/14/02

Apologies for Absence

Apologies for absence were received from Mr A Carter, Mr S Hay, Mr M Peterson, Cllr J Wills and Cllr P Campbell

04/14/03

Minutes

The minutes of the meeting held on 3 March were approved on the motion of Mr D Ristori and seconded by Mrs A Simpson.

04/14/04

Business Arising from the Minutes

The Clerk confirmed that, to date, no responses had been received regarding the Salvation Army food bank, or the ground at Longland.

The Chairman advised that Mr J Riise, Executive Manager, Governance & Law, SIC had been written to again, with regard to the Public Toilet/Charitable Trust proposal. He hoped that as the Chief Executive, Mr M Boden, had now been copied into the communication, a response would be forthcoming.

04/14/05

Presentation-Tesco DotCom Facility – Mr Paul Clelland, Manager, Tesco Lerwick

Mr P Clelland, Manager, Tesco Lerwick gave a presentation with regard to the new DotCom Facility.

The new DotCom facility will be opened on Tuesday 27th May and Click and Collect will go live on Wednesday 4th June.

Three grocery home shopping vans will serve the Mainland, Burra, Trondra and Muckle Roe and a fourth van retained for flexibility when needed. Click and collect will also provide a service for customers, both in these areas, and the outer isles.

Consideration will be given as to the most appropriate way to deliver to the outer isles, and islanders will be consulted as to the best way forward.

Deliveries will be made every day of the week, from 9am to 11pm. Each of the three catchments, North, Central and South, will be served on different days of the week to give customers the best delivery slot offering and availability.

The store will be delivering seven days a week from 9am to 11pm. The catchment is split into 3 delivery areas and will be served different days of the week, this is to ensure that customers have the best slot offering and availability.

Only Tesco Clubcard customers may use the service.

Concern was raised with regard to how country shops will be affected by the service.

Mr P Clelland advised that reaction from rural shops had been mixed; some retailers were happily coexisting as they were operating in different markets, some purchased stock from Tesco, and some accepted that customers did their weekly shop at Tesco and 'topped up' at their local store through the week.

Cllr A Wishart commented that he was sure that, underneath it all, rural shop owners were quite worried.

Mr P Clelland responded that by saving money on fuel and ferry fares, people living in rural communities would have more money in their pocket to spend locally.

Ms A Westlake welcomed the move, noting that it would be a benefit to many, particularly the elderly and disabled.

Mr P Clelland confirmed that there would be a charge for the service, but in six months Click and Collect would be free and hopefully, in time, DotCom deliveries would be free too.

The Chairman enquired as to what plans were in place to deal with delivering in poor weather conditions, such as deep snow.

Mr P Clelland replied that customers would be contacted and offered the option to choose another delivery date, or find an alternative way of getting their shopping.

He advised that he had presented at Bressay and Yell Community Councils and presentation was planned for Whalsay Community Council. In addition, open evenings were planned to demonstrate how the system will work.

Cllr M Stout stated that the responsibility to support local shops lay with the local community; it was a significant change and it had to be acknowledged that rural shops would find things difficult.

Cllr A Wishart enquired as to how many staff would be employed to run the facility.

Mr P Clelland replied that Tesco hoped to employ nine customer delivery assistants, fourteen personal shoppers, a manager, team leader and twelve re stockists.

He added that the reason for offering the facility was as a result of listening to customers, and responding to their needs.

Mr P Clelland advised members that they would be welcome to have a look at the facility once it was ready.

The Chairman thanked Mr Clelland for attending the meeting.

The presentation concluded at 7.40pm and Mr P Clelland left the meeting.

04/14/06

Cycling in Shetland – Road Safety Leaflet

Mr A Wenger informed members that his meeting with Ms E Skinley, Safety Officer, SIC and Road Safety Advisory Panel had been very productive.

The outcome was that an A3 leaflet would be the best option, divided up by 2 A4 sides for cyclists, 1 A4 side for drivers and 1A4 side for the Highway Code. He hoped to present a draft copy of the leaflet at Lerwick Community Councils next meeting.

Cllr M Stout added that in order to be effective, the brochure needed to be locally based and unique to Shetland to have more impact.

Ms K Fraser suggested adding quotes from local cyclists, local photographs and highlighting problem roads. She informed members that some of Shetland's roads were not very accommodating for cyclists and most could recount a near miss.

Mr A Wenger advised that the leaflet would be designed to encourage drivers to think of their behaviour on the road and to give cyclists due consideration.

Cllr M Stout stated that the Road Safety Advisory Panel were happy to support the proposed new brochure.

04/14/07

Accommodation in Lerwick

Members were advised that sometimes, like this year, a summer school was held in the Janet Courtney Hostel; it was therefore unlikely to be available for additional accommodation. Also during this year's holidays, there was to be some maintenance work on the fire doors.

As an accommodation provider, Ms A Westlake stated that without statistics showing that Shetland was at bursting point, she would remain unconvinced that there were any accommodation issues.

Mr D Ristori stated that his feedback was from the general public and a local Hotelier.

Ms A Westlake replied that he could not go on the word of one Hotelier.

Ms K Fraser noted that what was certain, was that there was a demand for a campsite in Lerwick offering low price accommodation.

Mrs A Simpson noted that the accommodation provided at Cullivoe Hall was excellent, but unfortunately not all Halls had the funds to provide the same.

The Chairman added that he was not aware of any visiting work colleagues experiencing issues with regard to securing accommodation for their stay.

04/14/08

Da Voar Redd Up – 2014

Ms K Fraser stated that she would appreciate assistance in the cleanup of Hoofields, Cunningham Way, Clickimin Road and field opposite Unicorn View.

She hoped that anyone interested in helping would contact her.

(Action: Clerk of the Council)

04/14/09

Correspondence

9.1 Railings and Steps at Hillhead – Mr N Hutcheson, Engineer, Roads, SIC

Members approved the style of railing under consideration to replace the current railings between Upper and Lower Hillhead.

The preferred choice of colour agreed was black gloss.

9.2 Proposed Lerwick Caravan Site – Mr F MacBeath

The Chairman stated that it was his understanding that caravanners and campers would be allowed temporary use of Seafield this year.

Cllr M Bell suggested that Lerwick Community Council could write formally to ask.

(Action: Clerk of the Council)

Cllr M Stout expressed concern at the tone of the letter.

He reminded members that it was Shetland Recreational Trust who had supplied the original site. Shetland Islands Council was under no obligation to supply a camping site, and could not do so due to financial constraints; it was up to a commercial company to identify a suitable location and set it up. SIC would not unnecessarily block the venture.

Ms A Westlake pointed out the Mr F MacBeath's letter was borne out of frustration due to lack of communication.

Cllr M Bell responded that he was personally not aware of any communication issues and that Mr F MacBeath was restricting himself by only considering Seafield.

Cllr A Wishart added that he had not been approached by Mr MacBeath and noted that the letter only showed one side of the storey.

Mr D Ristori suggested that it may be an option to offer the small pitch, to the south of the pavilion at Gilbertson Park to campers.

The Chairman asked the Clerk of the Council to write to Shetland Islands Council with the suggestion.

(Action: Clerk of the Council)

Cllr M Bell suggested that a formal letter should be written to Shetland Islands Council requesting temporary use of Seafield for caravans and campers, acknowledge SIC's private concern, and ask for site details.

(Action: Clerk of the Council)

The Chairman hoped that arrangements could be made for the facilities at the vacated Clickimin Campsite to be available during the Relay for Life weekend at the end of May.

Cllr M Stout suggested that the best route would be to write to Shetland Recreational Trust, who could then approach Shetland Islands Council.

(Action: Clerk of the Council)

9.3 Proposal of Planning Application – North Staney Hill – Mr A Farningham, Farningham Planning Ltd

Noted

9.4 Information Boards, Harrison Square – Ms Eileen Brook Freeman, Project Officer, Shetland Amenity Trust

Noted

9.5 Stage 2 Notice of Hearing – Planning Application 2013/376/PPF to Erect Dwellinghouse, Bankfield, Lower Sound

Noted

9.6 Stage 2 Confirmation of Hearing – Planning Application 2013/376/PPF to Erect Dwellinghouse, Bankfield, Lower Sound

Noted

9.7 Surface Dressing & Resurfacing Programme 2014 – Mr D Coupe, Executive Manager, Roads

Mr A Wenger discussed the issue of uneven road surfaces at verges and displayed a number of photographs to illustrate the issue. He informed members that the uneven surface at verges could be very hazardous to cyclists, cycling close to the verge to keep a safe distance from motorists.

The Chairman asked the Clerk to write to Mr D Coupe, Executive Manager, Roads, SIC, with regard to the issue, and include a copy of Mr Wenger's photographs for information.

(Action: Clerk of the Council)

9.8 Community Development Fund Update '14 -'15 – Mr M Duncan, Grants Officer, SIC

Noted

Ms A Westlake left the meeting 8.30pm

Additional Agenda Item - CDF 2014-15

An application form, guidelines and covering email regarding the CDF for 2014-15 was discussed; the Clerk emailed it to all members the previous day as it had arrived too late to be included in the agenda.

Members agreed to apply for project funds of £1,000 to complete the series of Information Boards proposed for the wall of the public toilets in Harrison Square.

(Action: Clerk of the Council)

9.9 SSE Standing Charge-Pay As You Go Tariff – Alistair Carmichael, MP

Noted

Additional Agenda Item – SSE Standing Charge-Pay As You Go Tariff – Scottish Hydro

A response from Scottish Hydro with regard to the Standing Charge to the Pay As You Go Tariff was discussed; the Clerk had emailed it to all members the previous day as it arrived too late to be included in the agenda.

Mr A Wenger expressed concern that Scottish Hydro was not addressing the issue; people who had key meters usually had fewer funds, so why were they being forced to pay more.

The Clerk was asked to write to OFGEM with regard to the concern; Mr A Carmichael, was to be copied into the letter and a copy of the response from Scottish Hydro enclosed.

(Action: Clerk of the Council)

Additional Agenda Item – Burgh Road Parking Issues – BP

A response from Mr H Gruner, Area Operations Manager, BP was discussed, it had arrived the day of the meeting.

Ms A Simpson reported that she had not seen any more than two cars parked in the Gilbertson Park; she did note that parking was not such an issue on Burgh Road at the moment, but was unsure if it could be attributed to BP employees not taking up the parking spaces

Mr E Knight expressed concern with regard to inconsiderate parking on Twageos Road causing access issues for a Fire Engine, and illegal and inconsiderate parking on South Commercial Street.

(Action Clerk to the Council)

Mr E Knight left the meeting – 8.45pm

04/14/10

Financial Reports

10.1 Core Funding Financial Report as at 31 March 2014

Noted

10.2 CDF Funding Financial Report as at 31 March 2014

Noted

10.3 Main Annual Running Costs 2013-14 & Comparison Figures 2012-13

Noted

10.4 Annual Grants and Projects 2013-14 & Comparison Figures 2012-13

Noted

10.5 Grants & Projects 2013-14 & Comparison Figures 2012-13

Noted

For information, the Chairman advised that Mr K Serginson, Outdoor Access Officer, SIC was progressing the Grotty Buckie stiles project with a view to SIC supporting it internally.

04/14/11

Funding Opportunity

11.1 Peoples Millions

The Chairman drew members' attention to the limited time given to apply for funds.

He suggested that it would be worthwhile pooling together thoughts and ideas for projects which could be progressed in the future.

04/14/12

Application for Grant Funding

12.1 Cycling in Shetland – Road Safety Leaflet

Mr J Anderson proposed a grant of £300, on the condition that LCC receive recognition for their input and financial assistance.

He suggested that the other 17 Community Councils each provide funding assistance to make up the shortfall as the leaflet would be of Shetland wide benefit.

Mr A Wenger proposed that the full amount of £551.40 should be awarded. He was aware that without full funding the project would not go ahead, he added that the majority of cyclists would be in and around Lerwick.

Mrs K Fraser seconded Mr A Wengers proposal, on the condition that the payment of any future reprints is borne by other CC's.

There being no seconder to Mr Andersons proposal, the proposal to award the full amount of £551.40 was carried.

Cllr Bell Suggested that LCC's crest should also be included on the leaflet.

(Action: Clerk of the Council)

04/14/13

Application for Premises Licence

As members of the Licensing Board, Cllr M Bell and Cllr C Smith declared an interest regarding the next two agenda items.

13.1 Staney Hill Shop

No objections

(Action: Clerk of the Council)

13.2 Da Wheel Bar

No objections

(Action: Clerk of the Council)

04/14/14

Planning Applications

As members of the Planning Board, Cllr M Bell and Cllr C Smith declared an interest regarding the next two agenda items.

14.1 2014/065/PPF Extend opening in boundary wall and form vehicle access, 12 Bank Lane – Mr & Mrs Williamson

No objections

(Action: Clerk of the Council)

14.2 2014/067/PPF Erect two dwellinghouses, Upper Sound, Lerwick – Mr M Williamson

No objections

(Action: Clerk of the Council)

14.3 2014/069/PPF Erect plant maintenance workshop, Lower Blackhill Industrial Estate – DITT Construction

No objections

(Action: Clerk of the Council)

14.4 2014/076/PPF Erect dwellinghouse, Plot 3, Sands of Sound – Mr & Mrs Robert Manson

No objections

(Action: Clerk of the Council)

14.5 2014/087/PPF Site containers for storage of scrap materials, Old Magazie Yard, Stoney Hill, Ladies Drive - Lukasz Domagala

No objections

(Action: Clerk of the Council)

14.6 2014/092/PPF Site a container, Ian Reid, Lower Blackhill Industrial Estate – John F Leask

No objections

(Action: Clerk of the Council)

Additional Agenda Item – 2014/089/PPF - Installation of pipeline between Greenhead Base and the replacement Lerwick Power Station for the transportation of light fuel oil- Lerwick Port Authority

No objections

(Action: Clerk of the Council)

04/14/15 **Lerwick Planning Applications – March 2014**

Noted

04/14/16 **Any Other Business**

Tingwall Greenhouses

Ms K Fraser reported that Transition Shetland were going for the minimum spend of £500,000 to get the greenhouses up and running and were looking to form a steering group. Transition Shetland were confident they could secure the funds but needed people to commit to taking on allotments.

She asked members to spread the word and garner as much support as possible.

Proposed New Flats – Malcolmson's, Commercial Road

Mr D Ristori advised that Lerwick Community Council had been tasked with coming up with a name for the flats.

He proposed Joseph Gray Court after several people had suggested the name over the last few months.

Waste to Energy Plant – Tour Request

Mr A Wenger expressed an interest in a tour of the waste to Energy Plant.

Mr W Spence advised that he would be happy to give interested members a tour some evening.

The Chairman asked the Clerk of the Council to arrange a visit.

(Action: Clerk of the Council)

Vandalism, Smashed Window - Fat Little Pony, Commercial Street

Although LCC members who attended a viewing of CCTV in operation at the Lerwick Police Station were impressed by the set up, there was disappointment that the perpetrator had not been apprehended.

The Clerk of the Council was asked to write to Police Scotland to enquire what manpower would be required to have someone continuously monitor the CCTV recordings.

(Action: Clerk of the Council)

There being no further competent business the meeting concluded at 9.25 pm.

Minute ends.

MR J ANDERSON
CHAIRMAN
LERWICK COMMUNITY COUNCIL

Chairman.....

Date.....

Shetland Islands Council



Executive Manager: Dave Coupe
Director: Maggie Sandison

Lerwick Community Council
Per, Mrs Katrina Semple, Clerk
Community Council Office
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If calling please ask for
Neil Hutcheson
Direct Dial: 01595 744882
Email:
neil.hutcheson@shetland.gov.uk

Our Ref: NH/SMG/G/Y8
Your Ref: 2014-027/KS

Date: 09 April 2014

Dear Mrs Semple

Railings and Steps – Hillhead

Thank you for your letter of 8th April 2014 regarding the above matter.

I have noted your Councils opinion regarding the style and colour of the proposed railing. I will inform you of the outcome of the gateway application in due course.

Yours sincerely

A handwritten signature in black ink that reads "David Coupe".

Executive Manager, Roads
[HL04091401.doc]

Clickimin Leisure Complex

Lochside

Lerwick

ZE1 0PJ

18 April 2014

Telephone: +44(0)1595 741026

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

Dear Mrs Semple

Clickimin Campsite

Thank you for your letter of 15 April 2014 regarding use of the campsite at the Relay for Life event.

Further to my email of 3 March 2014 I can advise you that Shetland Recreational Trust sold the site to the Shetland Islands Council in March 2014. Any queries relating to use of the campsite should therefore be directed to the Council.

I can also advise you that Robert Geddes, manager of the complex, has had discussions with the Relay for Life organisers and is helping as much as possible with the arrangements for what we all hope will be another very successful event.

Yours sincerely



James Johnston
General Manager



Director of Children's Services: Helen Budge
Executive Manager: Neil Watt

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

Sport & Leisure Service

Children's Service
 Hayfield House
 Hayfield Lane
 Lerwick.
 Shetland. ZE1 0QD

Telephone: 01595 744000
 Fax: 01595 744010
 sportandleisure@shetland.gov.uk
 www.shetland.gov.uk

If calling please ask for
 Magnus Malcolmson
 Direct Dial: **01595 744047**

Our Ref: MM/LM/55217
 Your Ref: 2014-029/KS

Date: 17 April 2014

Dear Mrs Semple

Temporary Campsite Provision Request – Gilbertson Park and/or Seafield

I refer to your letter dated 15 April 2014, regarding the possibility of offering accommodation and facilities for campers at Seafield and/ or Gilbertson Park, on a temporary basis.

The two areas highlighted in your letter, are both areas which are well used during the busy summer months and because of this usage Sport & Leisure would be unable to make these areas available for general use as campsites.

The small pitch in the Gilbertson Park is a free to use, ad-hoc kick about area popular to local children. The two pitches at Seafield are used throughout the summer for football, archery and equestrian bookings. Although primarily used by groups who book the the sports fields the Seafield car park also doubles up as a parking area for staff who work at the nearby social care centres – Taing House, New Craigielea and Edward Thomason house.

Although we are unable to make these sites available for general use as campsites, we have however agreed to make the car park and equestrian area at Seafield available for campers, on a limited basis, for three specific events - the Shetland Folk Festival, the Classic Car Show and the Relay for Life. Bookings have been moved or cancelled to accommodate these events and to avoid continued disruption to users we would not be offering Seafield for any further events during the year.

I trust this is helpful, but please do not hesitate to get in touch if you need further information.

Yours Sincerely

A handwritten signature in black ink, appearing to read 'Magnus', with a long horizontal flourish extending to the right.

Magnus Malcolmson
Team Leader – Leisure Facilities

Clerk to Lerwick Community Council

From: Livitt, Douglas [Douglas.Livitt@scotland.pnn.police.uk]
Sent: 26 April 2014 11:45
To: 'Clerk to Lerwick Community Council'
Subject: RE: 2014-032 Vandalism-Fat Little Pony-CCTV Issues [NOT PROTECTIVELY MARKED]
Attachments: BRIEFING PAPER COMMUNITY COUNCILS APRIL.doc

GPMS Classification: **NOT PROTECTIVELY MARKED**

Dear Katrina

Thankyou for your letters.

It is indeed frustrating when, what look to be promising lines of enquiry into offences, are thwarted by issues and despite best efforts those responsible are not immediately identified. However, like all crimes and offences reported to the police, into which enquiries do not bring about an immediate result, this incident, although stalled at present, will remain in a state that it can be moved forward should more information come to light.

We are very fortunate that, living in a small community, with good community spirit it is gratifying to note that it is not unknown for information to be passed to the police regarding an incident which was stalled and for it to be brought to a successful conclusion.

As for incidents of vandalism within the area covered by the CCTV system, I thought the Community Council would be pleased to note that, although any incidents are one too many, I can only find a record of one other reported incident of vandalism, in the total area covered by the CCTV system between the beginning of January and the incident at the Little Pony shop, and for that incident a person was charged with causing the damage.

As for the parking issues raised, I will highlight the councils concerns to shift supervisors for inclusion, where resources permit, in their patrols plans.

I attached the Area Commanders April Briefing Paper for your information.

Douglas



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

From: Clerk to Lerwick Community Council [<mailto:clerk@lerwickcc.org.uk>]
Sent: 15 April 2014 12:15
To: Livitt, Douglas
Subject: 2014-032 Vandalism-Fat Little Pony-CCTV Issues

Dear Douglas



Shetland Islands Council

Executive Manager: Dave Coupe
 Director: Maggie Sandison

Lerwick Community Council
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 Roads@shetland.gov.uk
 www.shetland.gov.uk

If calling please ask for
Neil Hutcheson
 Direct Dial: 01595 744882

Our Ref: NH/SMG/G/Y8
 Your Ref: 2014-034/KS

Date: 25 April 2014

Dear Mrs Semple

Uneven Road Surfaces at Verges

Thank you for your letter of 15 April 2014 regarding the above matter.

We are aware of this issue especially on the A970 and A968 between Lerwick and the TOTAL Gas Plant site. The large number of HGV's and buses that are currently using these roads are over running the verges on a regular basis. This is causing damage as shown on your Council's photographs with the verge material being compacted or dragged from the road edge. The insides of bends usually suffer the most damage and we have recently completed repairing the verge at a number of bends along the Dales Lees road. We will be moving onto "Da Kames" in the next couple of weeks to undertake verge repairs there. We will check the verges in the Vidlin junction area and prioritise them according to their condition.

When a road is overlayed with bitmac the verge is always raised and regraded before we leave the site. This is not an issue that will be exacerbated by future works.

Should your Council have any further queries regarding this matter please contact Neil Robertson or Neil Hutcheson at the above address.

Yours sincerely

Executive Manager, Roads
[HL04241402.doc]

PP

Enc.

Clerk to Lerwick Community Council

From: Damien Ristori [damien.r@live.co.uk]
Sent: 12 April 2014 10:20
To: Clerk to Lerwick Community Council
Subject: Paul Leask - Fort Rd Flats phase 2

Hi Katrina just got this email and passing it on to you

Damien

Following a staff & committee vote on the names you have suggested it is our intention to use and pass on the following address to the planning department for approval:

Flats 1 – 12 Lyndhurst Place
Fort Road
Lerwick
Shetland

Thank you for your suggestions and I hope you are happy with the choice we have made.

Regards

Paul Leask
Property Services Manager
Hjaltland Housing Association Ltd

Clerk to Lerwick Community Council

From: elaine.skinley@shetland.gov.uk
Sent: 08 April 2014 10:14
To: e.burke2@live.co.uk; june.porter@shetland.gov.uk; kevin.serginson@shetland.gov.uk; colin.smith@shetland.gov.uk; clerk@lerwickcc.org.uk; austin.taylor@shetland.gov.uk; Juan.Brown@snh.gov.uk
Subject: Funding Bid

Hi All

Just wanted to let you know that we were successful in the application to Sustrans for funding to upgrade the paths around Clickimin and the new AHS.

I am working on a press release at the moment and it should be out in the next day or 2 but I wanted to email you all to tell you and to thank you for all the help and information you gave me for the bid.

I would also like for you to continue to help me with the work as we have to have community events and workshops to keep the public up to date on the work we will do/ are doing and completion dates etc, so if you are happy to help please let me know.

thanks again
Elaine

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

Clerk to Lerwick Community Council

From: Angela.Nunn@salvationarmy.org.uk
Sent: 16 April 2014 14:29
To: clerk@lerwickcc.org.uk
Subject: Emergency Feeding ministry
Attachments: 2013 Food Parcel Statistics Lerwick.docx; Food parcel comps slip.docx; Emergency Food Relief Criteria.doc

Good afternoon!

Thank you for contacting me about the food parcel work. Although the parcels come out of our building it is very much a joint effort of different churches and different sectors of the community. I've attached our latest statistics for you to have a look at, also the letter we put in each parcel and the service-provider's list of criteria for referring someone. Between them, these will give you a good idea of how the service works. As you can see from the figures, the work has grown in the last few years and I don't see this changing; the cost of living is very high here, benefits and wages don't keep up with cost of living rises and as benefit sanctions increase and Universal Credit is introduced more people will struggle to manage.



If you require any further information, please don't hesitate to get in touch. I would be happy to meet with you or with the community council to answer any questions you have.

Kind Regards
Angela

Envoy Angela Nunn

Corps Officer

Lerwick Salvation Army

45 North Road, Lerwick, Shetland ZE1 ONT

Tel 01595 693094

The Salvation Army is a Christian church and registered charity, working in 126 countries worldwide, that offers support, friendship and practical help to people of all ages, backgrounds and needs.

Visit our ever-growing website to find out what The Salvation Army is doing across the United Kingdom and Ireland... and near you - www.salvationarmy.org.uk.

This email (and any attachment), unless clearly personal and unrelated to our business, is sent by the sender on behalf of The Salvation Army. If the content of this email is personal and unconnected with our business, we accept no liability or responsibility for it.

This email (and any attachment) is confidential, may be legally privileged and is intended solely for the use of the individual or entity to whom it is addressed. If you are not the intended recipient please do not disclose, copy or take any action in reliance on it. If you received this message in error please tell us by reply (or telephone the sender) and delete all copies on your system. Whilst we have taken reasonable precautions to ensure that any attachment to this e-mail has been swept for viruses, we cannot accept liability for any damage sustained as a result of software viruses and would advise that you carry out your own virus checks before opening any attachment. Please note that communications sent by or to any person through our computer systems may be viewed by other Salvation Army personnel and agents.

Registered Charity Numbers: 215174 and 214779 (England and Wales); SC009359 and



2013 Food Parcel Statistics Lerwick

2013 was a busy year for the emergency feeding ministry with a total of 268 parcels distributed, of which 60 were Christmas extras. This is a big increase on 2012: 161 parcels distributed, of which 40 were Christmas extras. This year has got off to a flying start with 24 in January, 17 in February and 25 in March.

	Total Parcels	Christmas extras	Monthly average
Aug – Dec 2011	38	6	7.6
2012	163	40	13.5
2013	268	60	22.3

The Job Centre now signposts clients to us; other agencies making referrals include Housing, Social Services, Community Mental Health, Bridges, Criminal Justice, CADSS, Red Cross, Annsbrae, Through Care and after Care, Bruce Family Centre, Young Mums' group, Adult Learning, Shetland College, and healthcare providers. About 97% of food parcel requests come as referrals from these agencies.

A food parcel contains a week's worth of food (we aim to provide a balanced diet) and basic toiletries: oral hygiene packs, soap, deodorant, shampoo, shower gel, laundry tablets and toilet roll. In each parcel is a letter explaining where the food has come from and a magazine. Clients are often very embarrassed to be asking for a parcel and it is hoped that the letter will make them feel less awkward; we respect people's independence and dignity.

Donations come from a variety of churches, Rotary Club; collecting boxes in CAB, Walls shop and Bigton shop, plus the twice-yearly FairShare Collection where customers donate food at Tesco.

Parcels are available Mon, Tue, Thur, Fri 2 – 4.30 and Wed 10 – 12 from the hall.

If you have any comments to make or improvements to suggest, please contact me at 45 North Rd, Lerwick; phone me on 01595 693094 or email me at: angela.nunn@salvationarmy.org.uk

Salvation Army Emergency Food Relief May 2013

The Salvation Army collects donations of food and toiletries from churches and the community to operate a distribution service to people who find themselves in **desperate** need. The service is very much 'a crutch in a crisis, not a walking stick for every day'. We are in the business of giving a hand up, not simply hand-outs. We have sometimes felt that the service is seen as an easy option to fall back on when folk run out of benefits before the next payment. To overcome this we now ask that anyone looking for a food parcel has to be referred to us by another agency: mental health team, benefits, social services, criminal justice, drugs and alcohol team, housing. We do not accept self-referrals. We also feel that there are lots of folk who would never dream of asking for a food parcel, but who could really benefit from a little extra help when times are difficult. Because demand has increased so much recently I am being stricter with referral criteria.

We are happy to help people on JSA or ESA, disability living allowance, pension, tax credits etc who are:

- Newly homeless or moving house
- In between different kinds of benefit, but have a claim in place
- Experiencing a delay in benefit payments, but have a claim in place
- New parents
- Recently bereaved
- On sick pay instead of full pay
- newly employed and waiting for pay but benefits have stopped
- On benefits and had unexpected expense: e.g. new washing machine
- Just out of hospital/care/rehab/prison

This list is not exhaustive, so please phone to discuss individual clients' situations, where it is felt there is a genuine need outwith these guidelines.

We will occasionally help people with addiction issues who have run out of benefit and used up their crisis loans, but only as a one-off, not a regular thing. We can offer support in help with budgeting, shopping and cooking on a budget. We seek to encourage responsibility not dependence on the service, nor do we wish to support the addictive behaviour. The service is for genuine emergencies.

Please look at the above checklist before referring a client to us and please suggest the service to folk who don't ask for it, but would benefit from it. Please e-mail the form attached to refer people to the service. You can still phone initially, but follow that with sending the form to:

Angela.nunn@salvationarmy.org.uk

Emergency Food Relief Salvation Army Food Parcels

Client's Name	
Date	
Person making referral	
Agency	
Tick any of the following which apply:	
Newly homeless / moving house	
In between different benefits	
Delay in benefit payment	
Just out of prison/care/hospital/rehab	
On sick pay/ newly unemployed	
Recently had a baby or bereavement	
On benefits and had unexpected expense	
Have they used the service before?	
Vegetarian, other dietary needs, food allergies?	
Any other relevant information about the referral	

The information supplied on this form is held in the strictest confidence and helps us to monitor the scheme, provide anonymous statistical evidence for seeking funding and spot patterns of need both seasonally and individually.

Lerwick Salvation Army

45 North Road

ZE1 0NT

Tel 01595 693094

This food parcel has been prepared for you with donations from the Shetland Churches and the community. It comes with prayers and good wishes. It's your turn to be helped right now, so I hope you don't feel bad about getting a parcel. The folk who have donated these items understand that people get into all kinds of difficulties and they wanted to help you. Your parcel is a sign of their care and God's love.

We also run a project called "The Front Room" offering pre-loved household goods and equipment to anyone who happens to need them. Please ask to take a look if you need kitchenware, crockery, cutlery, towels, bedding etc.

We meet on Sunday at 6.00pm for worship followed by tea and cake. You are warmly invited to attend. It doesn't matter if you're not sure what you believe, or if you've never been to church before. We are all on a journey together, seeking God and encouraging each other.

If you would like someone to pray for you or with you, we'd love to do that – please just ask.

God bless

Angela and the Lerwick Corps

LERWICK COMMUNITY COUNCIL

Core Funding Financial Report as at 28 April 2014

	£	£
<u>INCOME</u>		
Balance as at 28 April 2014		6,966.86
SIC Core Funding Grant 2014-15 (agreed as at 21.04.14 - awaiting lodgement)		20,923.00
Sale of TH Guides		0.00
Sale of LCC Ties		0.00
		27,889.86
<u>EXPENDITURE</u>		
Office Costs	33.00	
Employment Costs	760.20	
Administration	77.76	
Chambers	0.00	
Accountancy	0.00	
Misc.	0.00	
Grants/Projects	303.62	
		1,174.58
		26,715.28
<u>REPRESENTED BY</u>		
Balance as at 28.04.14		10,558.18
<u>Indication of Free Funds:</u>		
Main Annual Running Costs Amended Forecast - £14,569.40		
Amended Costs Remaining	13,698.44	
Annual Grants and Projects Amended Forecast - £3,880.00		
Amended Payments Remaining	3,880.00	
Committed Funding:		
Benches-Cunningham Way/Staney Hill installation costs	787.26	
Heritage Place Names Map - Estimate	1,600.00	
Renewal of damaged office floorcoverings	490.00	
Winter Festival Fireworks Display	1,000.00	
Grottie Buckie Stiles - Paths For All 50% Match Funding - Estimate	850.00	
		22,305.70
Estimated Free Funds		4,409.58

LERWICK COMMUNITY COUNCIL

CDF Funding Financial Report as at 28 April 2014

FUNDING FOR PROJECT

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

FUNDING FOR DISTRIBUTION

	£	£
<u>Funds Received</u>		
Balance at at 1 April 2013		0.00
CDF Grant Funding For Distribution 2013-14		3,000.00
		<u>3,000.00</u>
<u>Funds Awarded</u>		
Junior Up Helly Aa - Boat Shed Ground Rent	78.04	
Living Lerwick - Christmas Festival	956.00	
		1,034.04
		<u><u>1,965.96</u></u>
<u>Funds Committed</u>		
Nil to date	0.00	
		0.00
Estimated Free Funds		<u><u>1,965.96</u></u>

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

LERWICK COMMUNITY COUNCIL - Main Annual Running Costs

Budget 2014-2015	Forecast	Amended	Actual to date	2013-14	Forecast	Amended	Actual to date
	£	£	£		£	£	£
SIC-Rent	2,700.00	2,700.00	0.00		2,700.00	2,700.00	2,700.00
SIC-Insurance	56.00	56.00	0.00		55.00	53.33	53.33
Data Protection Registry Renewal	38.00	38.00	0.00		38.00	35.00	35.00
Meeting Room	30.00	30.00	0.00		220.00	145.38	145.38
Business Stream	363.00	363.00	33.00		180.00	213.00	213.00
Hydro-Office	725.00	725.00	0.00		675.00	695.97	695.97
Telephone & Broadband	395.00	395.00	28.84		490.00	377.35	377.35
SIC-Refuse Collection	0.00	0.00	0.00		0.00	0.00	0.00
Clerks Salary	9,122.40	9,122.40	760.20		9,122.40	9,122.40	9,122.40
Postage	25.00	25.00	0.00		25.00	31.90	31.90
Office/Liability Insurance	420.00	420.00	0.00		840.00	402.30	402.30
Accountants Fees	260.00	260.00	0.00		240.00	250.00	250.00
Membership of VAS	160.00	160.00	0.00		185.00	160.00	160.00
Solution X (Xerox)	200.00	200.00	48.92		200.00	195.68	195.68
Office Supplies	75.00	75.00	0.00		100.00	81.14	81.14
Rates-LCC Qualifies for 100% Business Rates Relief	0.00	0.00	0.00		0.00	0.00	0.00
Total	14,569.40	14,569.40	870.96		15,070.40	14,463.45	14,463.45
Amended Forecast Costs	14,569.40				14,463.45		
Less Actual to Date	870.96				14,463.45		
Forecast Costs Remaining	<u>13,698.44</u>				<u>0.00</u>		
SIC Grant			20,923.00	SIC Grant			20,923.00

LERWICK COMMUNITY COUNCIL - ANNUAL GRANTS & PROJECTS

2014-15	Forecast	Amended Forecast	Actual to Date
	£	£	£
Lighting at Clickimin Broch	1,800.00	1,800.00	0.00
Lerwick Fireworks Display	2,000.00	2,000.00	0.00
Peerie Galley Ground Rent	80.00	80.00	0.00
	3,880.00	3,880.00	0.00

Amended Forecast	3,880.00
Less Actual to Date	0.00
Estimated Spend Remaining	<u>3,880.00</u>

2013-14	Forecast	Amended Forecast	Actual to Date
	£	£	£
Lighting at Clickimin Broch	2,500.00	1,529.13	1,529.13
Lerwick Fireworks Display	2,000.00	0.00	0.00
Peerie Galley Ground Rent	75.55	0.00	0.00
	4,575.55	1,529.13	1,529.13

Amended Forecast	1,529.13
Less Actual to Date	1,529.13
Estimated Spend Remaining	<u>-</u>



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: SHETLAND LIBRARY

Contact name & position held: KAREN FRASER, EXECUTIVE

Address: LOWER HILLHEAD, MANAGER
LERWICK ZE1 0EL

Mobile & telephone numbers: 01595 743868 078 166 73454

Email address: Karen.fraser@shetland.gov.uk

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

Please see attached sheet.

Type of organisation (e.g. voluntary / charitable): Local Authority (though the Directory is not a core library service)

Number of members in group/organisation: 7000 and what percentage reside in Lerwick: 30%

Number of residents in the Lerwick area likely to benefit from project - Adults: 2000 Children:

Current financial position of group/organisation: The library can assign £1000 from our budget

Costs of proposed project: £8,500

Funding/grants received from other sources (e.g. fundraising): None yet confirmed, but bids submitted to 6 community councils, Rotary and Unison

Grant requested from Lerwick Community Council: £1,000

Details of last grant received from Lerwick Community Council:

Date: Amount:

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): KAREN FRASER

of (group/organisation): SHETLAND LIBRARY

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: 18/04/14

For Official Use Only:

Date application received:

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:

Large print directory: part-funding of printing costs

A large print edition of the local phone book has been published periodically over the years, organised by Shetland Library. The last edition was printed in 2010, with special funding from the Shetland Islands Council. There are an increasing number of requests for an updated version.

Because of the budget situation facing the SIC at present, we have been unable to identify funding from any SIC departments. To ensure that this useful publication can continue, we would like to establish it as a wider community project with funding from local organisations that appreciate its benefit to the public. For this reason we are approaching community councils, trade unions and local charitable organisations to share the costs. The Library itself is prepared to pay a proportion of the costs of this edition since this is a way to get information about relevant Library services to one of our more disadvantaged client groups.

The directory is invaluable for the visually impaired for whom it is a practical aid to independent living, and very popular with a much larger section of the population who struggle with small print. Adult literacy advisors have identified small print as a barrier to reading, and young children also benefit from clarity of print. The directory aids efficient access to local businesses and services.

There are over 300 people in Shetland registered blind or partially sighted, but local charity Vision Shetland advise that this is not a good measure as there is much more visual impairment that is not officially registered, and the number is growing. A large proportion of the people in need are elderly.

Although the directory is not a core part of the Library's service, it is still appropriate that the library co-ordinates its production, as we provide reading materials in large print as well as other services for the visually impaired. We are also able to organise distribution of the directory through static and mobile libraries and a range of partner organisations. We have recently begun working in close partnership with Vision Shetland, and the directory has been identified as one of several practical projects that will help local people.

The plan is to print 3,000 copies, which we have found to be an appropriate and economical print run. It will list the business and private A-Z phone numbers in the new edition of the Shetland Times version, omitting the classified business section as this would be too bulky. The inside and back covers will be printed with accessible information about useful services, some of it similar – but more professionally formatted - to the leaflet we currently produce with Vision Shetland (example attached). Distribution will first of all target the known visually impaired as well as workplaces and all local services that serve the public. Thereafter, copies will be made freely available to all other households which may benefit from them.

On this occasion, we are approaching the six community councils which serve the largest populations. Ideally we would approach all 18 community councils, but since this is a time-consuming undertaking - and we wish to proceed quickly with production - the plan is to ask the remaining community councils to fund the next edition of the directory. I hope this means you will consider this project qualifies for your assistance, although it is Shetland-wide. We also hope to source some funding from other local organisations. All funders will be acknowledged on the title page of the directory.

I hope this is a project which your council will consider worthy of support. We have very appreciative feedback about the large print directory as it is a tangible and useful aid to many households. It also attracts positive publicity for the organisations involved.

I attach a rough draft of the proposed cover for the new edition, a leaflet about some of the services the Library and Vision Shetland provide and a press photo from the launch of the 2010 edition.

Please feel free to contact me if you would like more information.

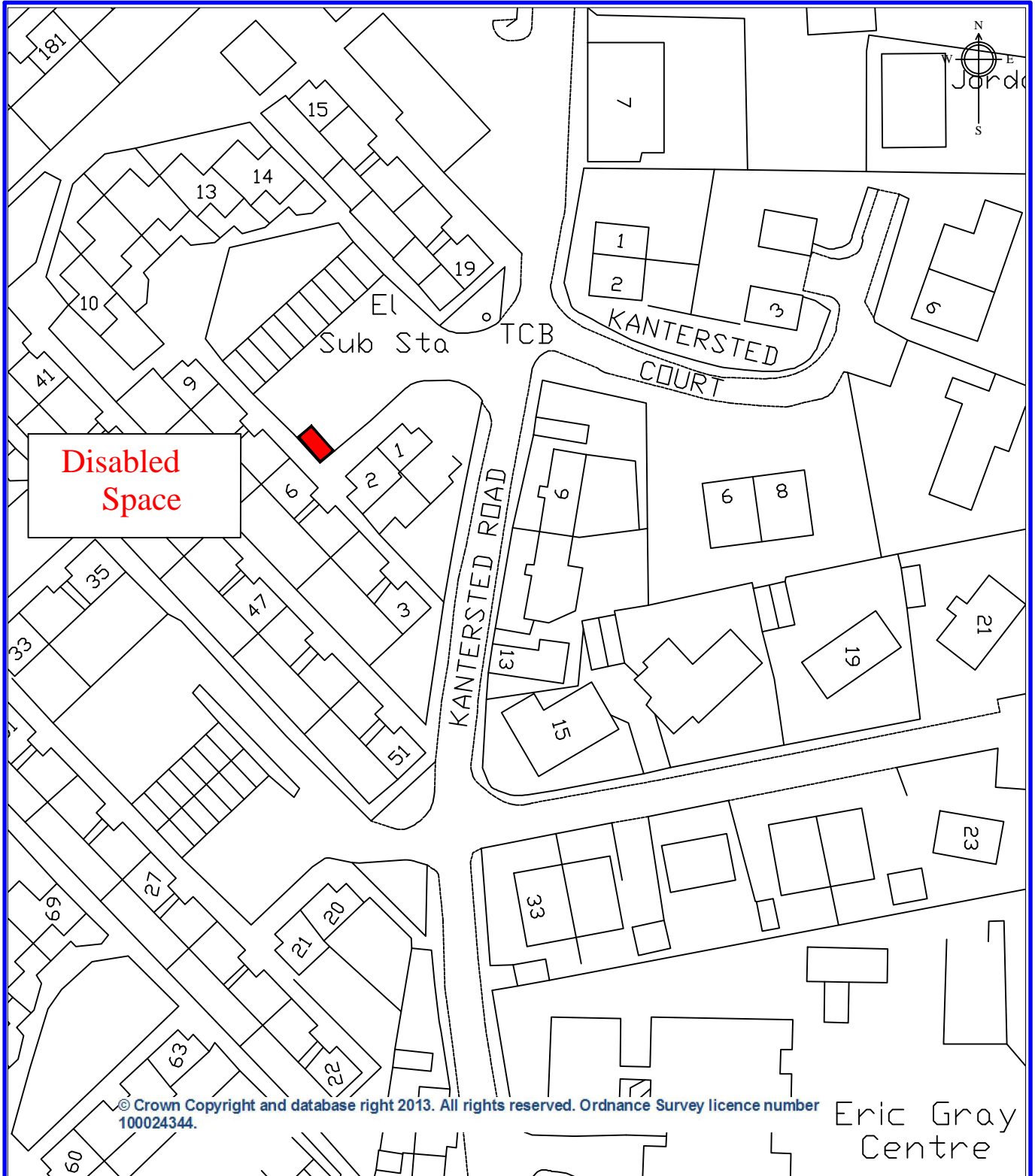
SHETLAND ISLANDS COUNCIL
(Sandveien, Lerwick)
(Parking Place for Disabled Person's Vehicle)
Order 2014

NOTICE is hereby given that Shetland Islands Council propose to make the above named Order under Sections 1, 2, 32 and 35 of the Road Traffic Regulation Act 1984, as amended.

- 1 The general effect of the proposed Order is that a parking place in Sandveien, Lerwick, at the frontage of Number 1, shall be used exclusively for the causing to remain at rest or the leaving of any vehicle which is being driven by a disabled person or used for the transportation of a disabled person and which displays in the relevant position a disabled persons badge.
- 2 Nothing in Article 1 above shall apply so as to prevent the permitting to stay at rest of any;
 - Police or Emergency Service Vehicle;
 - Vehicle used by Shetland Islands Council in the pursuance or exercise of statutory power or duties.
- 3 A copy of the proposed Order together with a plan showing the area of road affected and a Statement of Reasons for the making of the proposed Order, may be inspected at the Roads Service, Gremista, Lerwick, ZE1 0PX during normal office hours.
- 4 Any person wishing to object to the proposed Order must send an objection in writing specifying the grounds on which the objection is made to the undersigned by 9 May 2014.

Maggie Sandison
Director of Infrastructure Services
Proper Officer for Shetland Islands Council
Infrastructure Services Department
Grantfield
Lerwick
ZE1 0NT

28 April 2014



This is the plan referred to in the foregoing "Shetland Islands Council (Sandveien, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2014"

.....
Director of Infrastructure Services

Shetland Islands Council

Roads Service
Department of Infrastructure Services
Gremista, Lerwick, Shetland



Tel: 01595 744866 Fax: 01595 744869

Date: April 2014	Drawn: J.H.J.	Checked:	Scale: N.T.S.
Drg No: P03/2014			Rev:

Lerwick Planning Applications – April 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.

[To site two portacabins](#)

L Williamson Fish Sales Unit 2 Blydoit Industrial Estate East Voe Scalloway Shetland ZE1 0UG

Ref. No: 2014/111/PPF | Received: Tue 15 Apr 2014 | Validated: Tue 15 Apr 2014 | Status: Pending Consideration

[Demolish existing store and leave clear site](#)

Arlanda Yard Gremista Lerwick Shetland ZE1 0PX

Ref. No: 2014/108/PPF | Received: Mon 14 Apr 2014 | Validated: Wed 16 Apr 2014 | Status: Pending Consideration

[Demolish existing lean-to extension and erect new lean-to extension](#)

Jawbones 23 Mounthooly Street Lerwick Shetland ZE1 0BN

Ref. No: 2014/105/PPF | Received: Tue 08 Apr 2014 | Validated: Wed 09 Apr 2014 | Status: Pending Consideration

[Replace 3 windows on front elevation with sash and case lookalike windows](#)

2 Carlton Place Lerwick Shetland ZE1 0ED

Ref. No: 2014/098/PPF | Received: Thu 03 Apr 2014 | Validated: Thu 03 Apr 2014 | Status: Pending Decision