



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

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2 October 2013

Dear Sir/Madam

You are requested to attend a meeting of Lerwick Community Council to be held in Room 10, Islesburgh, Lerwick at **7.00pm on Monday 7 October.**

The next meeting Lerwick Community Council will be on Monday 4 November 2013.

Yours faithfully

K Semple

Katrina Semple
Clerk to the Council

LCC Members Literature in Office

Lerwick Port Authority – Strategy & Business Plan 2013
Shetland Islands Citizens Advice Bureau – Annual Report 2012-2013

BUSINESS

1. Hold the circular calling the meeting as read
2. Apologies for absence
3. Approve minutes of the meeting held 2 September 2013
4. Business arising from the minutes
5. Update – Replacing Lerwick’s Power Station – Mr Gavin Steel, Liaison Manager, Mr Jim Laurie, Project Manager & Mr Darren Hitchin, Operations Manager - Scottish & Southern Energy
6. Consultation on Local Policing Plan Priorities & Multi Member Ward Policing Plan Issues
7. Festivity Proposal – New Year 2014 – Working with Living Lerwick
 - 7.1 Minute Extracts January & March 2013
 - 7.2 Archived Letter – New Year 2014, LivingLerwick
 - 7.3 Winter Festival – Ms Leigh-Ann McGinty, Admin Officer, LivingLerwick
8. Request for Comments- Interpretive Leaflet, Lerwick – Mr D Cooper, Shetland Amenity Trust
 - 8.1 For Information - Copy of Current Leaflet
9. Correspondence
 - 9.1 Grant Thanks – Replacement Safety Boat, Lerwick Boating Club
 - 9.2 Grant Thanks – Repair of Road, Lower Sound – Mr & Mrs Ramsay
 - 9.3 Cycling, Core Path along Sletts – Mr K Serginson, Outdoor Access Officer, SIC
 - 9.4 Cleaning of Lerwick’s Lanes Grass Cutting-Northern March Orchid – Mr J Emptage, Team Leader, Cleansing, Grounds & Burial Services
 - 9.5 Knab Toilets – Mr J Emptage, Team Leader, Cleansing, Grounds & Burial Services
 - 9.6 Damaged Gateway to Lerwick Sign (North) – Mr Paul Moar, Lerwick Resident
 - 9.7 Summary, Community Development Fund – Mr Michael Duncan, Grants Co-ordinator, SIC
10. Detailed Financial Report as at 1 October 2013
 - 10.1 Main Annual Running Costs 2012-2013
 - 10.2 Annual Grants & Projects
 - 10.3 Grants & Projects
11. Applications for Financial Assistance
 - 11.1 Winter Festival - Living Lerwick
12. Proposed Parking Place for Disabled Persons Vehicle
 - 12.1 Sletts
 - 12.2 Outside 12 Leog, Twageos Road
13. Application for Premises Licence.
 - 13.1 Sans Vitesse, Mairs Quay, Holmsgarth, Lerwick
 - 13.2 Monty’s Bistro, 5 Monthooly Street, Lerwick
14. Proposed New House
 - 14.1 Information, Proposed New House at Ness of Sound – Mr A Mackay, Lerwick Resident
 - 14.2 Location Plan
 - 14.3 Site Plan
 - 14.4 Sketch Views

(Additional documents will be available for viewing at October Meeting)
15. Planning Applications
 - 15.1 **2013/298/PPF** Peat workings reinstatement – phase 2, Gremista - Lerwick Port Authority
 - 15.2 **2013/311/PPF** Erect Dwellinghouse, Adjacent to 19 Ackrigarth, Lerwick - Mr Dennis Arthur
 - 15.3 **2013/329/PPF** Erect dwellinghouse and attached garage, Plot 3, Sands Of Sound, Lerwick - Mr & Mrs Robert Manson
16. Lerwick Planning Applications – September 2013
17. Any Other Business

MONDAY 2 SEPTEMBER 2013

At a meeting of LERWICK COMMUNITY COUNCIL held in Room16, Islesburgh, Lerwick, at 7.00pm

Members

Miss K Fraser	Mrs A Simpson
Mr D Ristori	Mr W Spence
Mr A Carter	Mr A Johnson
Mr A Henry	Mr J Anderson
Mr A Wenger	Mr S Hay Co-opted Member
Mr E Knight left 8.05pm	

Ex-Officio Councillors

Cllr P Campbell	Cllr A Wishart
Cllr M Stout	

Anderson High School Representatives 2013-2014

Ms M Nicolson	Mr G McAlister
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In Attendance

Ms Helen Budge, Director, Children's Services, SIC
Mr Chris Malcolm, Architect, Ryder Architects
Mr Trevor Smith, Project Manager, Capital Programmes, SIC
Mr James Armitage, Client Advisor, Children's Services, SIC
Mr J Edwards, Quality Improvement Officer, SIC
Ms Annie Nicolson, Clerical Assistant, Children's Services
Mrs K Semple, Clerk to the Council

Chairman

Mr J Anderson, Chairman to the Council presided.

09/13/01 **Circular**

The circular calling the meeting was held as read.

09/13/02 **Apologies for Absence**

Apologies for absence were received from Mr M Peterson, Ms A Westlake, Mrs E Williamson, Cllr M Ball, Cllr J Wills and Cllr C Smith.

09/13/03 **Welcome to Miss Megan Nicolson & Mr Gary McAlister**

The Chairman introduced Anderson High School representatives Miss Megan Nicolson and Mr Gary McAlister and thanked Anderson High School for once again nominating two of their 6th year students to represent their peer group on Lerwick Community Council.

Members were pleased to welcome the students as Anderson High School representatives and accept them as Additional Co-opted Members to the Council following their formal Acceptance of Office.

09/13/04 **Minutes**

The minutes of the meeting held on 1 July were approved on the motion of Mr D Ristori and seconded by Mr A Henry.

09/13/05 **Business Arising from the Minutes**

07/13/14 Public Toilets

Mr E Knight enquired if a letter had been written to Mr J Riise, Executive Manager, Governance & Law, SIC with regard to his proposal that a Charitable Trust be set up to manage public toilets throughout Shetland.

The Clerk confirmed that a letter had been written, and followed up by a reminder, but she had yet to receive a response.

Mr E Knight advised that he had recently read an article in the Press & Journal whereby a Community Council on the west coast of Scotland had initiated the same proposal for their area; their local Council agreed, and made funding available to 'make it happen'.

The Chairman asked Mr Knight if he could provide a copy of the article to the Clerk for forwarding on to Mr Riise.

(Action: Clerk of the Council)

09/13/06 **Proposed New AHS Pre Application Presentation Consultation-
Ms Helen Budge, Director, Children's Services; Mr Chris Malcolm, Architect; Mr Trevor Smith, Project Manager, Capital Programmes; Mr James Armitage, Client Advisor, Children's Services and Ms Annie Nicolson, Clerical Assistant, Children's Services**

The Chairman welcomed Ms Helen Budge, Mr Chris Malcolm, Mr Trevor Smith, Mr James Armitage and Ms Annie Nicolson to the meeting.

Ms H Budge thanked Lerwick Community Council for the opportunity to present at the meeting as it was an important part of the Pre-application Consultation.

She advised that the recent public meeting was well attended and that the Consultation had received a very good response in terms of written and verbal comments.

Ms H Budge clarified that they did not have full details of the cost of the proposed project but the figure so far was £42 million; if approved two thirds of the cost would be funded by the Scottish Government leaving the remaining third to be funded by Shetland Islands Council.

The project included a new Anderson High School, planned to be built on the Caravan & Campsite; Halls of Residence, behind the proposed school and alterations to the Clickimin Leisure Complex to provide PE facilities for the school pupils.

Mr C Malcolm, Architect, stressed that the plans for the school were very much a 'work in progress' but the aim was to ensure that the spaces were created for multi use, so that these spaces could be efficiently used throughout the day, and classrooms developed to maximise efficiencies.

The plan was to build the school four storeys high, to accommodate 1180 pupils. The school itself would be the basic exemplar model, a box shape, but given its own sense of identity by taking inspiration from the history and topography of the area, allowing the building to merge and integrate into the landscape to appear less imposing.

In order to make the most of the natural light, the classrooms would be around the periphery, leaving a multi use central atrium.

The proposal was that the atrium would include a stage area, which would be open to the public, with the capacity to accommodate the entire school role.

Mr C Malcolm added that there would be three points of entrance, the main entrance to the east, ASN entrance to the west and plant & services entrance to the rear.

Their team was working with Roads, SIC to develop a pick up and drop off strategy and part of the project Clickimin Leisure Complex would be refurbished and extended, to accommodate school pupils, whilst keeping a large section still open to the public.

Mrs H Budge advised that once their application was submitted, HubCo had twenty days to decide if they would take the project on. If HubCo did, they would start from stage 1 and would have six months to develop the design.

She advised members that the views of residents, bus drivers and Roads regarding the road system, were being taken on board and carefully discussed.

She stated that parts of Clickimin Leisure Complex would be zoned for school use during school days. In order to make the complex effective for combined use, alterations and extensions would be necessary and come under the new Anderson High School project and budget, with future maintenance being carried out by SRT.

Mrs H Budge stated that the current APEX suite was not suitably positioned for its required location in the public zone so would be replaced, along with some of the toilets and changing rooms, and an additional multi use gymnasium for school use added.

She added that it was their aspiration to have an astro turf pitch, which would go on the existing football pitch, immediately south.

Ms H Budge expressed concern for the loss of the Caravan and Campsite but added that there was a possibility of a proposal being considered regarding a new Caravan & Campsite, but they would just have to see how things progressed.

She furthered that Shetland Amenity Trust had offered to remove, store and replant the trees when appropriate and that their offer had been accepted.

Referring to the loss of the Caravan and Campsite, Mr E Knight expressed concern and enquired as to who were the landowners.

Mrs H Budge replied that it was currently SRT, but added that SRT and SIC were in the process of exchanging missives.

Mr E Knight stated that he believed that the land could only be sold to another Trust.

The Chairman clarified that funds received from the sale of the land had to be used for charitable purposes.

Mr E Knight remained concerned and thought that the sale of the land could be challenged. He asked when the application would be submitted to Planning.

Mrs H Budge explained that as part of the Pre Application Consultation, everything had to be analysed before submitting a planning application; she hoped that this would be around Christmas time.

Mr E Knight noted his unease that the heavy use of Clickimin Leisure Complex by the new Anderson High may impinge on public use.

Mrs H Budge noted that the school already made use of the Complex but made her assurances that they would be as flexible as possible. She pointed out that the school would not be making use of the Complex in the evenings or at weekends.

The Chairman asked what plans there were for the existing games hall, refurbished six years previous, and recently re-harled.

Mrs H Budge replied that she was focusing on the new Anderson High School project but Capital Programmes, led by Mr R Sinclair was looking at the whole of the Knab site.

Mr E Knight challenged the necessity for a Halls of Residence and enquired if the need for one had been looked at thoroughly.

Mrs H Budge advised that the Halls of Residence was needed for secondary 1-4 pupils from Fair Isle, Foula and Fetlar and for older students from the larger islands. She thought that the total number of children currently staying in the Halls of Residence, including seniors, was 64 but she would check and get the information for the Clerk of the Council.

Mr E Knight enquired as to why the children could not be accommodated in private lodgings.

Mrs H Budge explained that nowadays checks and standards had to be followed and the Care Commission preferred children to be accommodated in a Halls of Residence.

Mrs A Simpson asked if there were to be any changes to Staney Hill Road.

Mr J Armitage, Client Advisor, replied that the bottom of the road would have to be re-routed, but only by ten yards.

Mrs H Budge informed members that during the Consultation, some parents had indicated that their children would use the Staney Hill road to walk home and enquired if lighting would be considered.

Safety concern was raised due to the perceived increase of vehicles using the road and there being no pavements.

Mr J Armitage stated that by law, vehicles could use the road but they were working with Roads to 'stop it up'.

Mr S Hay noted that he was impressed with the work that had been done to date.

He stressed that the design had to be visionary, equitable, reflect the best of what Shetland can do and move forward.

Cllr P Campbell expressed concern at the segregation of ASN pupils.

Mrs H Budge was quick to clarify that the ASN entrance was reserved for pupils with severe and complex difficulties. These students needed, and welcomed, a different type of space and it would be a better experience for these children to enter the school calmly, avoiding the hustle and bustle. Other ASN pupils would be integrated into the school, as usual.

On behalf of residents, Cllr A Wishart expressed concern at the loss of parking due to the proposed new roundabout off Lochside.

Mr J Armitage noted the concern and advised that he would consult with residents.

The Chairman asked what would happen if HubCo did not take the project on.

Mrs H Budge responded that the project would not progress. They had done all they could to meet the criteria and worked closely with HubCo to ensure the project would be accepted, but would not know for twenty days following the submission of their application.

The Chairman asked what would be done to ensure and assist the safety of the majority of children who walk or cycle to and from school.

Mrs H Budge replied that they hoped to purchase a strip of land around the back of Clickimin Loch for pupils to use; cycle paths would be looked into.

Mr J Armitage added that there was a lot of Policy to look at, depending on traffic, local preferences, footpaths, cycle paths or combined.

The Chairman hoped that they would ensure that the application conformed to; Scottish Planning Policy 17; Planning Advice Note 75; and Shetland Structural Plan 2001-2016, Chapter 12, unlike the previous application which was objected to by Lerwick Community Council in that the site did not constitute a sustainable transport accessible site. **(Agenda Item 09/04/07, 7.1)**

Mrs H Budge concluded that they were a few months away from the detail and that it was all just concepts at the moment. They wanted the building to be innovative and forward thinking for the 21st century with a flexible approach allowing teaching to spill out into the social and surrounding areas.

The Chairman thanked Mrs H Budge and her team for attending the meeting and giving their presentation.

The presentation concluded at 8.05pm and Ms Helen Budge, Mr Chris Malcolm, Mr Trevor Smith, Mr James Armitage and Ms Annie Nicolson left the meeting.

Mr E Knight left the meeting, 8.05pm.

09/13/07

Variable Muster Modes – Serco/NorthLink

The Chairman stated that he had travelled on the Ferry twice after having flights cancelled; he thought that Serco had coped well with the sudden swell of passengers.

He asked the Clerk of the Council to check if Mr L Angus, who had requested the issue to be further discussed at a later meeting, would like the issue put on the October agenda.

(Action: Clerk of the Council)

09/13/08

Correspondence

8.1 Verge Reinstatement, Dales Voe Road – Mr D Coupe, Executive Manager, Roads, SIC

Noted

8.2 Suspected Raw Sewage, Sea Road – Ms M Sandison, Executive Manager, Environmental Health, SIC

Noted

8.3 Mareel Lighting Concern – Mr G Gibbons, Director, Shetland Arts Development Agency

The Chairman asked the Clerk of the Council to write to SLAP and request a response to their letter.

(Action: Clerk of the Council)

8.4 Japanese Knotweed – Mrs M Sandison, Executive Manager, Environmental Health, SIC

Noted

8.5 Sheep Roaming Free, North Road area – Mr T Nicolson

Noted

8.6 Sheep Roaming Free – Mr A Johnson

Noted

Although not everyone who had been written to had responded, the problem seemed to have eased. The Chairman asked Members to make it known if the issue occurred again.

8.7 Pegasus Place Sign – Mr A Robertson, Garriock Bros. Ltd

Noted

8.8 Conservation Area Funding – Mr R MacNeill, Planning Officer, SIC

Noted

8.9 Trolleys, Refuse, Car Park Lighting – Mr P Clelland, Manager, Tesco Lerwick

Noted

8.10 Victoria Pier Car Parking, Accommodation Barges & Fish Market – Ms S Laurensen, Chief Executive, Lerwick Port Authority

The Chairman asked the Clerk of the Council to extend an invitation to Ms S Laurensen, Chief Executive, Lerwick Port Authority, or a member of her team to attend a future meeting of Lerwick Community Council.

(Action: Clerk of the Council)

8.11 Cycling, Core Path along Sletts – Mr K Serginson, Outdoor Access Officer, SIC

Concern was raised for the safety of both cyclists and walkers, if cyclists were to be encouraged to cycle on the Sletts path.

It was agreed that the path was too narrow and had several blind bends.

As Chairman of the Road Safety Group, Cllr M Stout stated that the perception was that Shetland was not bike friendly. One conclusion was that it was less about cycle paths and signs, but more about attitude.

Generally the message should be spread round the community to look out for, and give consideration to, cyclists. He thought that it was more about public information than anything else.

The Chairman asked the Clerk of the Council to email Cllr M Stout in his capacity as Chairman of the Road Safety Group to offer the support of Lerwick Community Council.

(Action: Clerk of the Council)

8.12 Review-Traffic Warden Provision, Public Service & Opening Hours – J Innes, Divisional Commander, Police Scotland

Noted

8.13 Request early release of grant - Ms K Williamson, Treasurer, Shetland Skatepark Association

The Chairman stated that he was sympathetic to the situation but expressed concern that releasing the funding before the project was completed would set a precedent.

Members agreed to the Chairman's suggestion that Finance, SIC should be written to and asked if they would, on this occasion, give approval to Lerwick Community Council releasing the funds early.

(Action: Clerk of the Council)

09/13/09

Financial Report as at 28 August 2013

Noted

The Chairman was pleased to inform members that Lerwick Community Councils grant applications for Community Development Project and Distribution funds had both been successful.

He asked the Clerk of the Council to write a letter of thanks to Ms V Simpson, Community Planning & Development.

(Action: Clerk of the Council)

The Chairman asked the Clerk of the Council to advise Ms J Porter, Community Work Officer, that applications may now be made to Lerwick Community Council for funding, and to arrange for the information to go on the LCC website.

(Action: Clerk of the Council)

09/13/10

Planning Applications

10.1 2013/222/PPF To continue quarrying activity and associated development and deepening of existing working quarry area, Ladies Drive – Mr B Anderson

No objections

(Action: Clerk of the Council)

10.2 2013/278/PPF Erect extension to west elevation, 8 Thorfinn Street – Mr & Mrs Johnston

Members agreed to object to the application on the grounds that the windows in the extension overlook the sitting room and kitchen windows of the neighbouring property, the plans do not show the extent of the underbuilding and loss of daylight to the neighbouring property.

(Action: Clerk of the Council)

10.3 2013/283/PPF Demolish existing building and erect new building comprising of a shop on the ground floor and 14 no. flats on the three floors above, 74 Commercial Road – Irvine Contractors

Members agreed that the proposals would provide much needed accommodation in Lerwick which is currently suffering from a chronic housing shortage.

No objections

(Action: Clerk of the Council)

09/13/11 **Parking Place for Disabled Persons Vehicle**

11.1 Haldane Burgess Crescent

No objections

09/13/12 **Lerwick Planning Applications – August 2013**

Noted

09/13/13 **Any Other Business**

Policies for Adoption by LCC - The Chairman displayed the following policies for Lerwick Community Councils approval and adoption.

Child & Adult Protection Policy

Approved and adopted on the motion of Mrs A Simpson.

Seconded by Mr A Carter.

Code of Conduct – Groups Working with Children

Approved and adopted on the motion of Mr A Henry.

Seconded by Mr D Ristori.

Child and Adult Protection Procedures

Approved and adopted on the motion of Mr D Ristori.

Seconded by Mrs A Simpson.

Equal Opportunities Policy

Approved and adopted on the motion of Mr A Carter

Seconded by Mr S Hay.

Meeting Venue - There was some concern that Islesburgh was not proving to be entirely suitable as a meeting venue.

Cllr A Wishart suggested that the Clerk of the Council write to the Lerwick Councillors requesting positive action to allow meetings to again take place in the Town Hall.

The Chairman agreed, and asked the Clerk to write as suggested.
(Action: Clerk of the Council)

Abattoir Tour - Ms K Fraser asked for a letter to be written to Mr R Eunson, Shetland Livestock Marketing Group, to thank him for providing such an interesting and informative tour of the abattoir.
(Action: Clerk of the Council)

Lighting, Co-op Car Park - Mr D Ristori noted that the lights in the Co-op's overspill car park flickered on and off; he thought that it may be a safety concern.

The Chairman advised that Mr Jim Shanks, Manager, Co-op would be attending a future meeting of Lerwick Community Council to give a presentation and suggested that Mr D Ristori raise the issue directly, at that meeting.

There being no further competent business the meeting concluded at 9.10pm.

Minute ends.

MR J ANDERSON
CHAIRMAN
LERWICK COMMUNITY COUNCIL

Chairman.....

Date.....

From: Macinnes, Angus [Angus.MacInnes@scotland.pnn.police.uk]
Sent: 25 September 2013 21:12
Subject: Police Scotland Shetland

Consultation on Local Policing Plan priorities & Multi Member Ward Policing Plan issues:

Police Scotland Shetland are currently carrying out a consultation process which will help identify the Local Policing Plan priorities as well as the Multi Member Ward Policing Plan issues for the coming year(s). This process involves a public consultation survey, various community meetings as well as engagement with community councils and other community groups.

As part of this process I would like to ask you to consider what you and your community council / community group feel should be the priorities and issues for the coming year(s).

For 2013/2014 the Local Policing Plan Priorities were:

- Priority 1 - Increase Public Confidence and Local Engagement
- Priority 2 - Protecting People
- Priority 3 - Road Safety
- Priority 4 - Violence, Disorder and Antisocial Behaviour
- Priority 5 - Serious Crime
- Priority 6 - Emergency Planning & Resilience

For 2013/2014 the Multi Member Ward Policing Plan issues were:

1 - Substance Abuse (Alcohol, Illegal drugs & synthetic highs)

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

2 - Road Safety

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

3 - Community Engagement

Community engagement remains of significant importance to you, together with enhanced police liaison and visible and accessible policing, in particular foot patrols in built up areas and mobile patrols in the rural and more remote areas.

Please let me know how you feel we've done in addressing the priorities and issues.

The consultation process continues until the end of October, however I would really appreciate if you could **submit comments by the 22nd of October** as I'm meeting the SIC councillors, who are members of the Shetland Community Safety Board, on the 24th of October and I would like to include your comments in the discussions.

Ch Insp Angus MacInnes

Shetland Area Commander
Highland & Islands (N) Division
Police Scotland

Lerwick Police Station
Market Street
Lerwick
ZE1 0JN

Tel: 101

E-mail: angus.macinnes@scotland.pnn.police.uk

Web: www.scotland.police.uk

Twitter: @shetlandpolice @policescotland

Facebook: www.facebook.com/policescotland

Minute Extracts

Festivity Proposal – New Year 2014

Minute Extract – January 2013

01/13/13 Any Other Business

New Year

Ms A Simpson commented that, in the Market Cross, no clear indication of the New Year was heard by those present. She suggested that Lerwick Community Council could approach Living Lerwick with a view to work together in order to arrange some festivities to bring in the New Year. She suggested live music or fireworks, something to mark the event like that which was done in years past.

(Action: Clerk of the Council)

Minute Extract – March 2013 (Responding to LivingLerwick's letter of 15 February 2013)

03/13/10 Correspondence

10.9 Festivity Proposal, New Year 2014 – Ms C Irvine, BID Manager, LivingLerwick Mrs A Simpson asked for the letter to be included for discussion at the October meeting of Lerwick Community Council.

(Action: Clerk of the Council)

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

15 February 2013



7 Mounthooly Street
Lerwick, Shetland, ZE1 0BJ

T: 01595 696932
E: info@livinglerwick.co.uk
W: www.livinglerwick.co.uk

Dear Katrina

Thank you for your letter dated 9th January 2013 regarding New Year 2014.

The directors and specifically the events sub-group have discussed the possibility of doing something for New Year 2014.

They think New Year celebrations could be incorporated in the wider Winter Festival project.

At present, they are concentrating on defining Easter and Street Market projects but they are open to discussing the possibilities and working in partnership with Lerwick Community Council on New Year 2014.

Yours sincerely

A handwritten signature in black ink that reads 'Christena m Irvine'.

Christena Irvine
BID Manager

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



7 Mounthooly Street
Lerwick, Shetland, ZE1 0BJ

T: 01595 696932
E: info@livinglerwick.co.uk
W: www.livinglerwick.co.uk

1 October 2013

Dear Jim and Katrina,

We would like to invite Lerwick Community Council to be part of our Winter Festival this year.

2012 Winter Festival was an overall success which was a big achievement for Living Lerwick as it had to be planned with in the first 6 weeks of the BID forming. Although the feedback we received was broadly very positive, it was clear that people thought there were not enough events other than the parade/switch-on day.

With this in mind, the directors are in the midst of planning a bigger, better and bolder festival for this year. Plans, both new and original, being considered at this stage include:

- Hanging street lights
- Performances and acts incorporated into the switch on parade
- Christmas trees outside shops on Commercial Street
- Advent box competition in shop windows
- Santa's Grotto
- Thursday late night shopping throughout the town centre
- Live music and performances throughout the festival, particularly during late night shopping hours
- Street market at an indoor location
- An indoor skating rink

On top of this, the festival will last until February with a Shetland literary event on Robert Burn's Day and events and activities to coincide with Up Helly Aa and Valentine's Day.

Working together is the corner stone of Living Lerwick and this is why we would like to collaborate with Lerwick Community Council in any way we can to ensure this Winter Festival is all that it should be.

If any of your members would like to assist in any way with any of the projects within the winter festival, we would be most grateful.

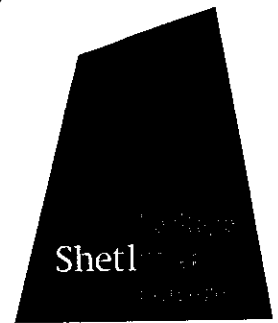
We look forward to hearing from you.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Leigh-Ann McGinty', written over a light blue horizontal line.

Leigh-Ann McGinty
Administration Officer

Mrs K. Semple
Lerwick Community Council
Community Council Office
1 Stouts Court
LERWICK
ZE1 0AN



1/6/c DC/sf

16th September, 2013

Dear Mrs Semple,

Geographic Interpretive Leaflets

Please find enclosed a copy of the interpretive leaflet pertaining to your community council area. This leaflet is due for a reprint this year and we are anxious to ensure that the information included is as up to date as possible. Could you please check through the text and images and let us know where you feel updates may be required.

Our leaflets pack a lot of content into a limited space so please be aware that any major additional information about a new or upgraded visitor attraction must inevitably lead to a reduction in content somewhere else on the leaflet.

We look forward to receiving your comments and suggestions.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'D. Cooper'.

D. Cooper
Communications Officer

Enc.

DC-CC Leaflet Letter

Lerwick Boating Club

12a Commercial Street
LERWICK
Shetland ZE1 0AN

Phone: 01595 692407



Website: www.lerwickboatingclub.co.uk

e-mail: info@lerwickboating.shetland.co.uk

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

15th September 2013

Dear Mrs Semple

I am writing to acknowledge receipt of your cheque for £950 to assist with the purchase of our replacement safety boat.

The Club has a busy year ahead in 2014, and the RIB will be put to good use. On behalf of the Committee and members of the Club, may I thank the Community Council for their support.

Yours sincerely

A handwritten signature in blue ink that reads "Susan Johnston".

Susan Johnston
Hon Treasurer

Clerk to Lerwick Community Council

From: Alison Ramsay [alokayrmsy@aol.com]
Sent: 08 September 2013 10:56
To: Clerk to Lerwick Community Council
Subject: Application for Road Grant - Lower Sound

Dear Ms Semple

Thank you for your letter dated 5 September 2013 and enclosed cheque.

Regards

Alison K Ramsay

Hoolsberg
Lower Sound
Lerwick
Shetland
ZE1 0RL

tel: (01595) 696397
alokayrmsy@aol.com

To 2013-098 Cyclists, Sletts Core Path (CPPLO4)

From: kevin.serginson@shetland.gov.uk

Sent: 05 September 2013 10:39

To: clerk@lerwickcc.org.uk

Subject: RE: Core Path (CPPL04) along the Sletts

Hi Katrina,

Thank you for the letter from the Community Council regarding the Sletts path. I have noted the councils concerns and appreciate your stance on improving standards and safety for cyclists.

Best wishes

Kevin

From: jonathan.emptage@shetland.gov.uk

To: clerk@lerwickcc.org.uk

Subject: RE: 1. Washing of Lerwick Lanes 2. Orchid Grass Cutting letters 2013-075 & 079

Date: 30 September 2013 18:36:02

Katrina, hello,

Thank you for your email and I would provide the following information in reply to your letters:

1. 2013-075: Cleaning of Lerwick's Lanes.

At certain periods during this summer, with the damp, warm air and weather conditions, sections of some of the Lanes did get more slippery than usual this year. These conditions resulted in the Lanes being a potential hazard for pedestrians. Cleansing Service staff were aware of this situation and treated the affected Lanes, either by sweeping them or washing them using a pressure washing machine and cleaning materials as required. In this way the risk of injury to members of the public was minimised.

Cleansing staff sweep the Lanes at least once a week in order to keep them clear of litter. In addition, staff respond to requests to treat lanes received from concerned members of the public.

2. 2103-079: Northern March Orchid - Grass Cutting

On receipt of your letter I spoke to the Council's grass-cutting contractor, Shetland Grasscutting Services, and brought this matter to his attention. I reminded him of the need to cut around wildflowers, such as orchids, red clover and primroses, wherever practicable. I also informed him to ensure that his staff took more careful in future when cutting the grass in the Upper Sound area. Following this incident, his activities in the area were more closely monitored during the next few cuts to ensure that his staff complied with the request.

I confirm that this year the Council arranged for grass cutting to begin at the end of April. I accept that this year at the end of April the grass was still relatively short, but, by cutting it then, it meant that the next time it was scheduled to be done it was more manageable to cut rather than having grown too long. As you will appreciate, grass cutting is a seasonal activity and relates to how much, and how quickly, the grass grows, which is dependent on the prevalent weather conditions which vary during the grass-cutting period.

The Council's arranges for the grass of amenity areas to be cut during the period from April to September. The contractor is scheduled to carry out twelve cuts during this period (this was reduced from thirteen cuts two years ago as a way for the Council to save money).

I trust this information is of help to your Members.

Jonathan.

Jonathan Emptage

Cleansing, Grounds and Burial Services - Team Leader

A: Shetland Islands Council, Environmental Services, Gremista, Lerwick, Shetland, ZE1 0PX

T: 01595 74 4898 M: 079 172 338 13 F: 01595 74 4804

E: jonathan.emptage@shetland.gov.uk

W: www.shetland.gov.uk/waste

To 2013-089 Knab Toilets - Costs & Gravediggers, Keyholders

From: jonathan.emptage@shetland.gov.uk

To: clerk@lerwickcc.org.uk

Subject: RE: 2013-089 Knab Toilets - Costs & Gravediggers, Keyholders

Date: 30 September 2013 18:36:16

Attachments: [Knab Public Toilets Maintenance Costs 2009 to 2012.xlsx](#)

Katrina, hello,

Thank you for your email relating to The Knab Public Toilets. Please see the attached spreadsheet which gives the costs of carrying out maintenance to the building during the past three financial years; 2009-10, 2010-11 and 2011-12. You will see that one significant item of expenditure was the repair to the roof to the building in 2010 which made up the majority of the total expenditure.

I note your Members suggestion that consideration be given to the Knab Burial Ground staff opening the toilets for the public to use when there is a funeral taking place. This suggestion was also discussed at the meeting of the Council's Environment and Transport Committee on 4 September 2013 and, following that meeting, is being considered amongst other options with a view to keeping the toilets open when they are needed rather than closing them completely.

I trust this information is of assistance to your Members.

Jonathan.

Jonathan Emptage

Cleansing, Grounds and Burial Services - Team Leader

A: Shetland Islands Council, Environmental Services, Gremista, Lerwick, Shetland, ZE1 0PX

T: 01595 74 4898 M: 079 172 338 13 F: 01595 74 4804

E: jonathan.emptage@shetland.gov.uk

W: www.shetland.gov.uk/waste

The Knab Public Toilets - Maintenance work and associated costs carried out on the building from 2009 to 2013

Date	Description	Actual Cost
30/07/2013	Windows and Doors Service and lubricate all window and door ironmongery	-
30/07/2013	Rainwater System Clean out all gutters, downpipes and rainwater heads	-
26/07/2013	Legionella Risk Assessment - Review (Simple) Legionella Risk Assessment - Review (Simple) For use in simple properties with minimal systems i.e. public toilets	-
02/07/2013	Repair/Replace toilet seat	33.70
10/04/2013	Repair arm of cistern in Gents - need to key from Harbour House Staff	205.31
27/02/2013	Carry out site surveys to the waste discharge pipes and septic tanks for the public toilets highlighted above. Routes/Directions to be marked on drawings, will also require a video of the internal pipe condition. FAO Ronnie Leslie	-
16/10/2012	Fit new battery to urinal control in mens toilet at Knab. Review to ensure that control is provided and cistern is not continually filling and flushing.	77.38
12/10/2012	Keegans Survey Visit 5 - Sept. 2012 - As per invoice 1654 - Keegans Survey Visit 5 - Sept. 2012	129.52
18/07/2012	The toilet was repaired on 16th July but is still leaking (formerly HC15497) Investigate and repair	68.55
03/07/2012	The first toilet in the ladies is leaking around the rim Investigate and repair	51.17
31/05/2012	Windows and Doors Service and lubricate all window and door ironmongery	15.29
31/05/2012	Rainwater System Clean out all gutters, downpipes and rainwater heads	30.57
25/11/2011	Repair flush sensor to urinals	-
22/11/2011	Rainwater System Clean out all gutters, downpipes and rainwater heads	30.57
22/11/2011	Windows and Doors Service and lubricate all window and door ironmongery	30.57
20/10/2011	Repair outside light above gents door flashing Legionella Risk Assessment - Review (Simple) Legionella Risk Assessment - Review (Simple) For use in simple properties with minimal systems i.e. public toilets	10.13
07/09/2011	Urinal does not appear to flush often enough - rectify (See Ertie)	45.00
05/04/2011		38.69
30/03/2011	Inv/repair cistern not working for the urinal	37.29
18/10/2010	Repair lock to gents getting very hard to open	43.88
31/08/2010	Roofing works	7,880.00
25/01/2010	Unblock urinals - FAO J. Wood	30.23
19/11/2009	Investigate and report back on leaking roof (mostly into Ladies area - FAO Martin Leask - JR	27.14
16/11/2009	Legs to basins in Ladies toilets have come loose. To be repaired - JR	54.28
30/10/2009	Re-secure plastic toilet in Ladies toilet - temp screwed on but needs tightened - JR	27.14
24/09/2009	Replace light tube in store - EN	32.53
16/06/2009	Building Electrical Testing - A1 - BET - 07.07.09 - EN	110.31
01/06/2009	Make safe electrics to vandalised hand drier at Mens side urgently. Arrange for repair or to replace hand drier - EN	460.19
		<u>9,469.44</u>

From: jonathan.emptage@shetland.gov.uk
To: clerk@lerwickcc.org.uk
Subject: RE: The Knab Public Toilet - Running Costs
Date: 01 October 2013 16:30:38

Katrina,

The additional variable costs / running costs are:

A. Water

2009/10 £1099

2010/11 £1074

2011/12 £1059

B. Cleaning and related materials

About £200-300 per year.

C. Electricity

The electricity appears to be connected to the Street Lighting circuit and so is not charged directly to the toilet building – which is normally closed from 8pm to 8am at night.

Jonathan.

Jonathan Emptage
Cleansing, Grounds and Burial Services - Team Leader

A: Shetland Islands Council, Environmental Services, Gremista, Lerwick, Shetland, ZE1 0PX
T: 01595 74 4898 M: 079 172 338 13 F: 01595 74 4804
E: jonathan.emptage@shetland.gov.uk
W: www.shetland.gov.uk/waste

From: [Paul Moar](#)
To: clerk@lerwickcc.org.uk
Subject: Damaged Gateway Sign
Date: 06 September 2013 00:48:48
Attachments: [IMG_2670.JPG](#)
[IMG_2671.JPG](#)
[IMG_2672.JPG](#)

Dear Katrina, hello.

As I was travelling back into Lerwick on Thursday afternoon I was saddened to see that one of the Lerwick gateway signs(up past Gear's Autobody Repair) has been bit by something and badly damaged.

I can't understand how something like this can happen and when I went for a look and to take some photos I could see that one of the bracket attachments on the back of the sign has actually been snapped by the force(see IMG 2672) of the impact.

If the LCC were to decide and can find the funds to replace the sign with a new one I do so hope that it will be "like for like" because these signs have proved to be so popular since being erected.

Warmest wishes,

Paul

From: cw.scalloway@shetland.gov.uk
Subject: Community Development Fund
Date: 26 September 2013 10:22:50
Attachments: [CDF awards.xls](#)

Dear all,

I am writing to advise you that the deadline for bidding round 2 of the Community Development Fund is Monday 30th September 2013. Any grant applications received after this date will not be considered in bidding round 2.

As you will recall the Community Development Fund has a budget of £68,000. In bidding round 1, a total of £50,684 has been awarded with one further application of £3,000 pending. Taking this application into account there remains an uncommitted grant budget of £14,316 available in round 2. I have attached a summary of all awards for your information.

Accordingly please find below a link to the Council's website where you can access the scheme guidelines and application form. Should you have any queries on this matter please do not hesitate to get in touch.

Kind regards,

Michael Duncan
Grants Co-ordinator
Tel. 01595 743828
http://www.shetland.gov.uk/grants/community_development_fund.asp

Community Development Fund

Budget Allocated £68,000.00

Budget Spent £50,684.00

Budget Remaining £17,316.00

Description	Name of Group	Award Date	Total Cost	Grant Approved	Budget Balance	Community Work Area
					£68,000.00	
					£68,000.00	
Distribution fund	Northmaven Community Council	28.08.2013	£3,000.00	£3,000.00	£65,000.00	North Mainland & Whalsay
Distribution fund	Sandness & Walls Community Council	28.08.2013	£3,000.00	£3,000.00	£62,000.00	West & Central Mainland
War Memorial repairs	Sandness & Walls Community Council	28.08.2013	£4,000.00	£1,000.00	£61,000.00	West & Central Mainland
Information Map & Trail Panels	Lerwick Community Council	28.08.2013	£4,000.00	£1,000.00	£60,000.00	Lerwick, Gulberwick & Bressay
Distribution fund	Lerwick Community Council	28.08.2013	£3,000.00	£3,000.00	£57,000.00	Lerwick, Gulberwick & Bressay
Install information Board & fence/benches - Breckon beach	Yell Community Council	28.08.2013	£1,000.00	£1,000.00	£56,000.00	North Isles
Distribution fund	Yell Community Council	28.08.2013	£3,000.00	£3,000.00	£53,000.00	North Isles
Purchase community marquee	Sandwick Community Council	28.08.2013	£1,500.00	£1,000.00	£52,000.00	South Mainland
Distribution fund	Sandwick Community Council	28.08.2013	£3,000.00	£3,000.00	£49,000.00	South Mainland
Distribution fund	Fetlar Community Council	28.08.2013	£3,000.00	£3,000.00	£46,000.00	North Isles
Distribution fund	Unst Community Council	28.08.2013	£3,000.00	£3,000.00	£43,000.00	North Isles
Distribution fund	Dunrossness Community Council	28.08.2013	£3,000.00	£3,000.00	£40,000.00	South Mainland
					£37,000.00	
Distribution fund	Gulberwick, Quarff & Cunningsburgh Community Council	28.08.2013	£3,000.00	£3,000.00	£34,000.00	South Mainland
Manage two public toilets	Sandsting & Aithsting Community Council	28.08.2013	£1,000.00	£1,000.00	£33,000.00	West & Central Mainland
Distribution fund	Sandsting & Aithsting Community Council	28.08.2013	£3,000.00	£3,000.00	£30,000.00	West & Central Mainland
Recycling pilot project	Unst Partnership Ltd	28.08.2013	£2,884.28	£2,884.00	£27,116.00	North Isles
					£27,116.00	
Distribution fund	Tingwall, Whiteness & Weisdale Community Council	29.08.2013	£3,000.00	£3,000.00	£24,116.00	West & Central Mainland
					£24,116.00	
Distribution fund	Scalloway Community Council	16.09.2013	£3,000.00	£3,000.00	£21,116.00	West & Central Mainland
Environmental improvements	Scalloway Community Council	16.09.2013	£800.00	£800.00	£20,316.00	West & Central Mainland
Equipment purchase	Living Lerwick Limited	16.09.2013	£7,600.00	£3,000.00	£17,316.00	Lerwick, Gulberwick & Bressay
					£17,316.00	
Distribution fund	Whalsay Community Council	25.09.2013	£3,000.00	£3,000.00	£17,316.00	North Mainland & Whalsay

LERWICK COMMUNITY COUNCIL

Financial Report as at 1 October 2013

	£	£
<u>INCOME</u>		
Balance at at 1 April 2013		9,619.83
SIC Grant 2013-2014		20,923.00
SIC Grant Funding for Distribution (Community Development Fund)		3,000.00
SIC Grant Funding for Project (Community Development Fund)		1,000.00
Sale of TH Guides		78.56
Sale of LCC Ties		12.00
		34,633.39
<u>EXPENDITURE</u>		
Office Costs	3,193.92	
Employment Costs	4,561.20	
Administration	289.63	
Chambers	102.88	
Accountancy	250.00	
Misc.	117.00	
Grants/Projects	5,951.30	
		14,465.93
		20,167.46
<u>REPRESENTED BY</u>		
Balance as at 1 October 2013		22,955.86
<u>Indication of Free Funds:</u>		
Main Annual Running Costs-Forecast £15,320.40		
Amended Costs Remaining	6,805.77	
Annual Grants & Projects Forecast - £4,575.55		
Payments Remaining	3,973.68	
Committed Funding:		
LivingLerwick-Summer Event - Bunting & Re-usable Planters	927.75	
Benches - Cunningham Way (?)	1,300.00	
Heritage Place Names Map - <i>Estimate</i>	1,600.00	
Renewal of damaged office floorcoverings	490.00	
Funding for Project (Community Development Fund)	1,000.00	
		16,097.20
Estimated Free Funds		4,070.26

LERWICK COMMUNITY COUNCIL - Main Annual Running Costs

Budget 2013-2014	Forecast	Amended	Actual to date
	£	£	£
SIC-Rent	2,700.00	0.00	2,700.00
SIC-Office Insurance	55.00	0.00	53.33
Data Protection Registry Renewal	38.00	0.00	0.00
Meeting Room	220.00	0.00	102.88
Business Stream	180.00	0.00	90.00
Hydro-Office	675.00	0.00	350.59
Telephone & Broadband	490.00	0.00	191.79
SIC-Refuse Collection	0.00	0.00	0.00
Clerks Salary	9,122.40	0.00	4,561.20
Postage	25.00	0.00	0.00
Office/Liability Insurance	840.00	0.00	0.00
Accountants Fees	240.00	0.00	250.00
Membership of VAS	185.00	0.00	0.00
Solution X (Xerox)	200.00	0.00	97.84
Office Supplies	100.00	0.00	0.00
Rates-LCC Qualifies for 100% Business Rates Relief	0.00	0.00	0.00
Contingency	250.00	0.00	117.00
Total	15,320.40	0.00	8,514.63

Forecast Costs	15,320.40
Actual to Date	<u>8,514.63</u>
Forecast Costs Remaining	6,805.77

LERWICK COMMUNITY COUNCIL - ANNUAL GRANTS & PROJECTS

Budget 2013-14	Forecast	Amended Forecast	Actual to Date
	£	£	£
Lighting at Clickimin Broch	2,500.00	0.00	601.87
Lerwick Fireworks Display	2,000.00	0.00	0.00
Peerie Galley Shed Ground Rent	75.55	0.00	0.00
	4,575.55	0.00	601.87
Forecast	4,575.55		
Less Actual to Date	<u>601.87</u>		
Estimated Spend Remaining	<u>3,973.68</u>		

Lerwick Community Council Grants/Projects 2013-2014
--

Date	Description	£	£
		Grants	Projects
08/04/13	Clickimin Broch - Lighting		270.06
08/07/13	Clickimin Broch - Lighting		255.27
15/07/13	Leslie-Vagar Road Grant Payment	300.00	
15/07/13	Clickimin Broch - Lighting repair (vandalism)		76.54
28/08/13	Lerwick Marina Users Association	324.43	
03/09/13	Shetland Skatepark	1,000.00	
04/09/13	Shetland Skatepark	2,000.00	
05/09/13	Lerwick Boating Club	925.00	
05/09/13	Ramsay Road Repairs - Sands of Sound	800.00	
		5,349.43	601.87

TOTAL

5,951.30



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
Website: www.lerwickcc.org

APPLICATION FOR GRANT

Name of group/organisation:	Living Lerwick Ltd
Contact name & position held:	Christena Irvine, BID Manager
Address:	7 Mounthooly Street, Lerwick, ZE1 0BJ
Mobile & telephone numbers:	07767 446617, 01595 696932
Email address:	info@livinglerwick.co.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)*

Living Lerwick Ltd is working towards creating a Winter Festival 2013, which will encompass the Christmas period, Up Helly Aa, a literary event and Valentines Day celebrations. The events within the festival are designed to give a real community and family feel to Lerwick town centre over the winter months. We are building on the success of the previous year to create a bigger and better event.

There are many strands to the Christmas part of the Winter Festival. Estimated additional costs which will be covered by Living Lerwick associated with these include:

- £ 5,000 Hanging and wiring in of Christmas lights (employment of contractors)*
- £ 500 Christmas Light switch-on event incorporating various local groups and performers (staff time to co-ordinate groups and performers)*
- £ 2,000 Live music throughout (employment of Davie Gardner to arrange)*
- £ 250 Christmas trees and advent boxes for shops (staff time to co-ordinate)*
- £ 500 Indoor winter street market (hire of venue)*
- £30,000 Awaiting confirmation - Family entertainment throughout (hire and transportation of dry ice rink, entertainment stalls). It is intended to charge for this in order to claw back costs.*

Living Lerwick would appreciate any grant funding available from Lerwick Community Council to help with the following aspects of the Christmas part of the Winter Festival:

- £ 456 Replacement of Christmas trees which have not survived the year*
- £ 1,000 Santas grotto (rent, utilities and decoration)*

Type of organisation (e.g. voluntary / charitable): Ltd Company (not for profit business improvement district)

Number of members in group/organisation: 174 and what percentage reside in Lerwick: 100%.

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

Current financial position of group/organisation: Businesses are contributing a levy of approximately £77,750 to achieve all aspects of the Living Lerwick Ltd Business Plan.

Costs of proposed project: £39,706

Funding/grants received from other sources (e.g. fundraising): Levy contribution £38,250

Grant requested from Lerwick Community Council: £1,456

Details of last grant received from Lerwick Community Council: Date: 23/4/13. Amount: £927.75

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): Christena Irvine, BID Manager

of (group/organisation): Living Lerwick Ltd

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:

Date: 1/10/13

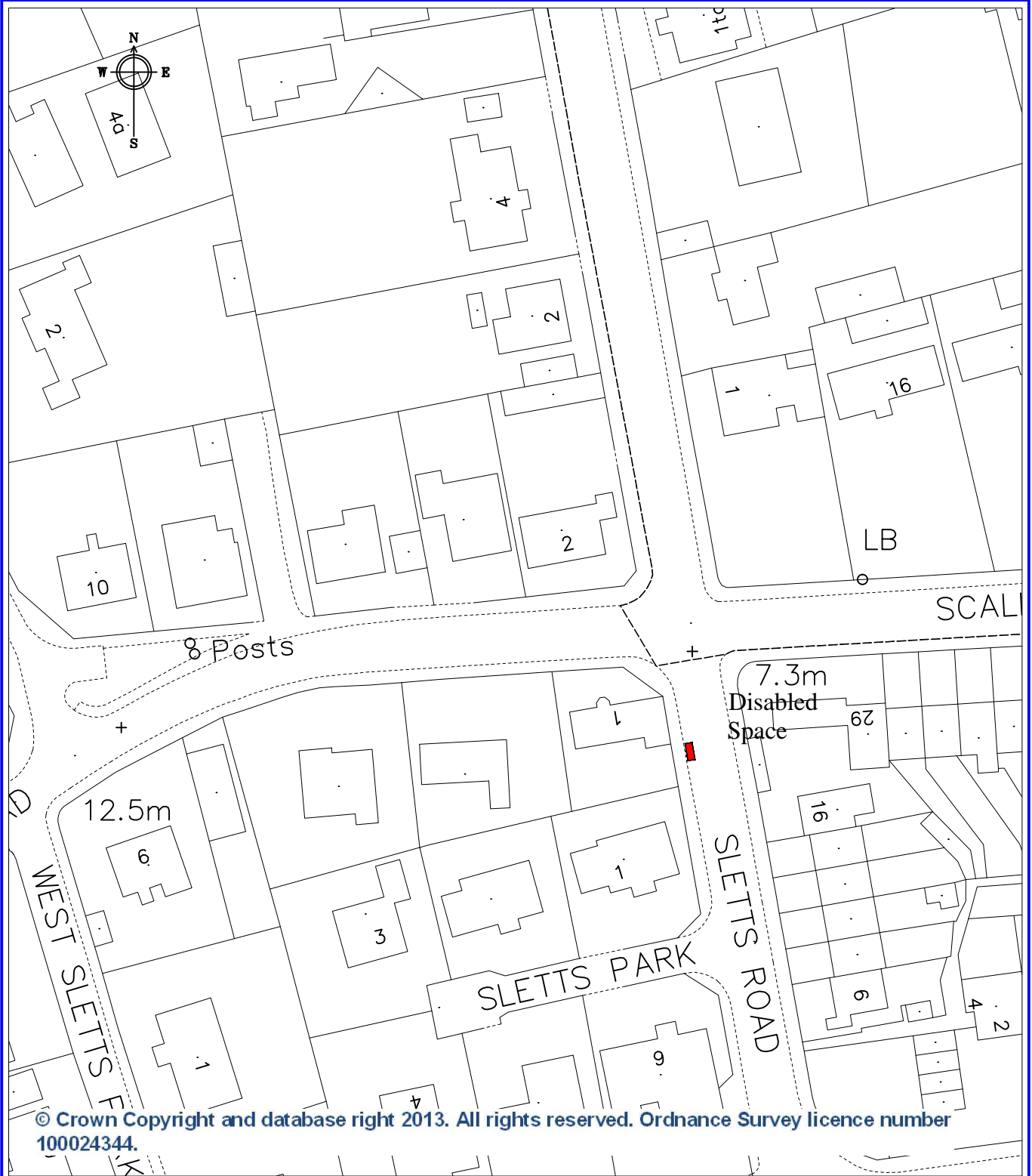
SHETLAND ISLANDS COUNCIL
(Sletts Road, Lerwick)
(Parking Place for Disabled Person's Vehicle)
Order 2013

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 Sletts Road, Lerwick, outside Number 1 South Road, 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 4 October 2013.

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

3 September 2013



This is the plan referred to in the foregoing
 "Shetland Islands Council
 (Sletts Road, Lerwick)
 (Parking Place for Disabled Person's
 Vehicle) Order 2013"

Shetland Islands Council

Roads Service
Department of Infrastructure Services
Gremista, Lerwick, Shetland



Tel: 01595 744866 Fax: 01595 744869

.....
 Director of Infrastructure Services

Date: Sept 2013	Drawn: J.H.J.	Checked:	Scale: 1:1,000
Drg No: P13/2013			Rev:

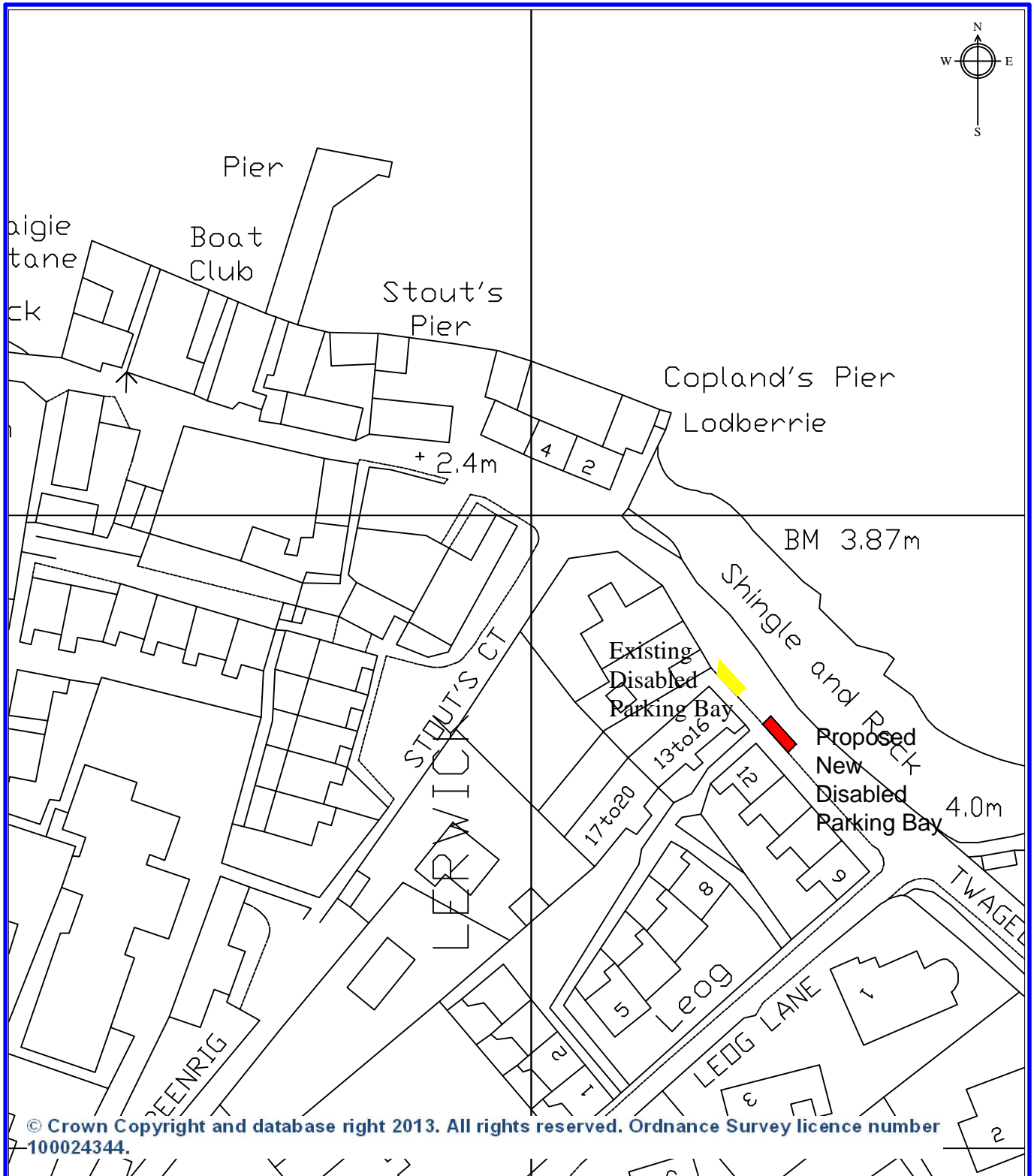
SHETLAND ISLANDS COUNCIL
(Twageos Road, Lerwick)
(Parking Place for Disabled Person's Vehicle)
Order 2013

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 Twageos Road, Lerwick, outside Number 12 Leog, 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 11 October 2013.

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

11 September 2013



This is the plan referred to in the foregoing "Shetland Islands Council (Twageos Road, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2013"

.....
Director of Infrastructure Services

Shetland Islands Council

Roads Service
Department of Infrastructure Services
Gremista, Lerwick, Shetland



Tel: 01595 744866 Fax: 01595 744869

Date: Sept. 2013	Drawn: J.H.J.	Checked:	Scale: N.T.S.
Drg No: P14/2013			Rev:

SHETLAND ISLANDS AREA LICENSING BOARD

Clerk: Jan-Robert Riise
Depute Clerk: Susan Brunton

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

Your Ref: -
Our Ref: DKA/JI

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

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

legal@sic.shetland.gov.uk
www.shetland.gov.uk

If calling please ask for
Keith Adam
Direct Dial: 01595 744096

Date: 24 September 2013

Dear Madam

**Licensing (Scotland) Act 2005
Application for Premises Licence
Sans Vitesse, Mairs Quay, Mairs Yard, Holmsgarth, Lerwick**

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

Any objections must be lodged with the Clerk to the Licensing Board via this office by **Tuesday 29 October 2013**.

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

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

Yours faithfully

DKAdam

Assistant Clerk to the Licensing Board
Enc

LICENSING (SCOTLAND) ACT 2005

THE LICENSING (PROCEDURE) (SCOTLAND) REGULATIONS 2007

NOTICE OF PREMISES LICENCE APPLICATION

Applicant's Name	Name & Address of Person (if any) representing the applicant	Name & Address of Premises to which application relates	Whether for sale of alcohol for consumption on the premises, off the premises, or both	Core Times when Alcohol will be sold for Consumption on the premises, off the premises, or both	Date by which objections or representations may be made to the Board
Sodexo Remote Sites Scotland 5 th Floor The Exchange No. 2 62 Market Street Aberdeen AB11 5PJ		Sans Vitesse Mairs Quay Mairs Yard Holmsgarth Lerwick Shetland ZE1 0PW	On the Premises	Mon: 17.00 – 24.00 Tue: 17.00 – 24.00 Wed: 17.00 – 24.00 Thur: 17.00 – 24.00 Fri: 17.00 – 24.00 Sat: 17.00 – 24.00 Sun: 17.00 – 24.00	29 October 2013

SHETLAND ISLANDS AREA LICENSING BOARD

Clerk: Jan-Robert Riise
Depute Clerk: Susan Brunton

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

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

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

legal@sic.shetland.gov.uk
www.shetland.gov.uk

If calling please ask for
Keith Adam
Direct Dial: 01595 744096

Your Ref: -
Our Ref: SI/PREM/055 DKA/JI

Date: 25 September 2013

Dear Madam

Licensing (Scotland) Act 2005
Application for Variation of Premises Licence
Monty's Bistro, 5 Mounthooly Street, Lerwick
Closing Date for any Objections or Representations: 22 October 2013

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

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

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

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

Yours faithfully

DK Adam

Assistant Clerk to the Licensing Board

Enc

LICENSING (SCOTLAND) ACT 2005

PREMISES LICENCE VARIATION APPLICATION

Applicant's Name	Name & Address of Person (if any) representing the applicant	Name & Address of Premises to which application relates	Whether for sale of alcohol for consumption on the premises, off the premises, or both	Proposed Variation	Date by which objections or representations may be made to the Board
Raymond J Smith		Monty's Bistro 5 Mounthooly Street Lerwick Shetland ZE1 0BJ	On the premises	Change to premises licence so televised sport can be shown on the premises during licensed hours:- Monday: 11.30am – 1.00am Tuesday: 11.30am – 1.00am Wednesday: 11.30am – 1.00am Thursday: 11.30am – 1.00am Friday: 11.30am – 1.00am Saturday: 11.30am – 1.00am Sunday: 12.00 noon – 11.00pm	22 October 2013

From: [Alan Mckay](#) **To:** clerk@lerwickcc.org.uk **Subject:** Re: Proposed new house at Ness Of Sound **Date:** 18 September 2013 11:48:03

Attachments:

Hi Katrina,

Thanks for your advice this morning regarding contacting the Community Council with our project.

As spoken on the phone, we are thinking to put in a planning application to build a new house at a site that is potentially available to us at the Ness of Sound.

I'll outline the background for information:

Chris Johnson, who is a friend of ours lives in Bankfield cottage which is next to Westhall. He's not been able to find work for the last 3 years and is now in a position that he now has to sell the house and leave due to lack of funds. Knowing his situation, we asked if he would be willing to sell us a house site if we could obtain planning approval to build on it. He thought about and came back saying he would be happy to offer us a site but cautioned us that it would be unlikely to get planning approval. The income from the site sale would mean that he wouldn't have to sell up and could stay in the house he's been in for 25 years.

There have been 2 previous applications for development on his site: -the first in 1995 for outline planning permission for 3 house sites which was refused and a subsequent appeal unsuccessful (Chris Johnson submitted this application).

-the 2nd in 2003 for outline planning permission for 3 house sites which was again refused (JHB, the former Building Contractors submitted this application)

The main reasons for refusal were: -The Ness of Sound acts as the lung of Lerwick – having additional houses on this prominent site could detract from the amenity of the area which has been designated as Zone 4 to protect it from uncontrolled development. -There were concerns that the existing infrastructure in the area could be inadequate to support additional houses. -There were also concerns that approval of 3 houses site in the area could lead to creeping unplanned development.

Having read all the reports responses etc from these previous applications, I felt there could be a good case for proposing to build only 1 new house on the site and provide detailed drawings of what this could look like. Submitting a detail application rather than an outline application would have the benefit that everybody could see what was proposed rather than be asked to give approval for the principal only.

Addressing the main concerns previously raised:

Amenity of area

The Ness of Sound is a most beautiful area and it would be very important to have a house that would fit-in and compliment the area. Our intention is to build a house that would hopefully be attractive, look right in the area and be a model of sustainability. We are very keen on growing organic vegetables and plan to create an attractive garden with planted terraces using local species.

Infrastructure / services

I have consulted with SIC Roads, SIC Drainage & SEPA and submitted the proposals for their informal comments. Both SIC Roads and Drainage have come back with comments saying they are happy with the proposals. SIC Roads would require the existing access to be widened and the stone boundary wall to the north of the junction to be reduced in height / re-positioned to allow better sight lines. SIC Drainage confirm that providing French drains on site would provide sufficient attenuation to the surface-water which could expel into the existing sea outfall. SEPA have commented informally in a phone-call that the proposal to provide a new septic tank to serve both the new house and the existing cottage with the outfall connected to the existing sea outfall should be acceptable particularly as this removes having raw sewage from Bankfield expelling directly into the sea as is it does currently. They will make formal comments as a statutory consultee through the planning application process.

Creeping development concerns

The site is fairly rocky and not suitable for agriculture (this has been acknowledged by Planning previously). It is the only site in the area which would be suitable to build a house on. The SIC owns all the ground surrounding the site and most of the Ness of Sound and so have complete control on what happens in the whole area hence it is not possible for creeping development to take place.

Initial Consultation with Planning on new proposal:

We have put forward sketch proposals of our proposed design to Planning who have provided us with informal pre-application comments:

Their informal response is that although they consider the design proposed to be attractive and conforms to all the policy requirements for development in a rural area, they feel could not support an application as it would infringe the existing Zone 4 policy and that a house on this prominent site would detract from a high value amenity area. They advise that if we do submit an application, it would need to be accompanied by a robust justification as to why they should set aside adopted policy for the area.

I would appreciate if the Lerwick Community Council could comment on whether it agrees with this view or not. We feels that building one house on a unique site in the area should hopefully not detract from its amenity and may actually enhance it.

I note from reading the reports on the previous 2 planning applications that the Community did not object to either of these.

On other point to mention is that, should our application be unsuccessful, Chris intends to carry on with his plans to sell his house to the highest bidder. He has had many approaches over the

years from people who are keen to obtain the site with a view to building a replacement house on it which would more than likely be a sizeable one! Development on this site is therefore inevitable.

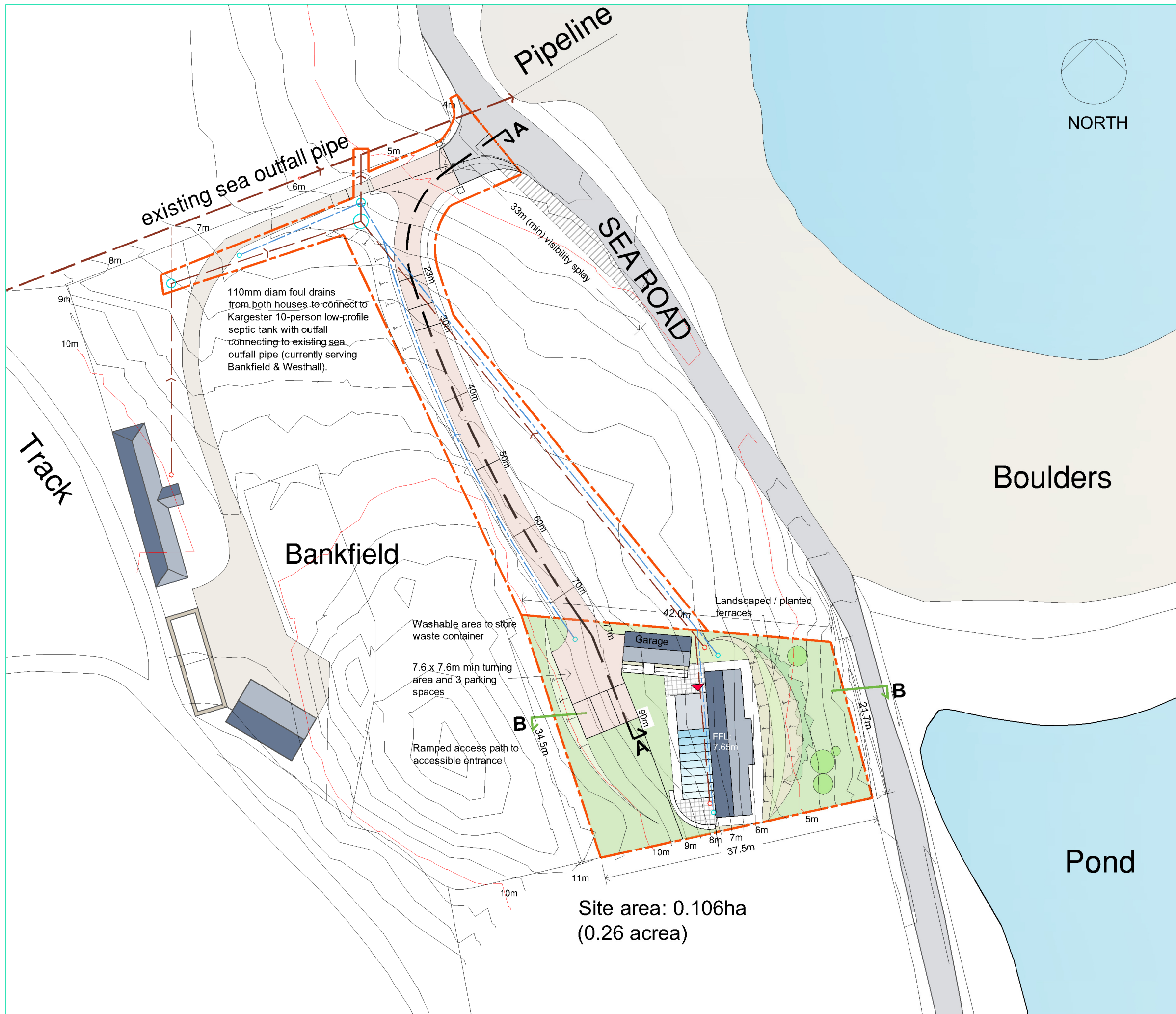
I've attached the design drawings showing our proposals.

Thankyou for your consideration of this.

Kind regards

Alan

Alan McKay Architect
9 Millgaet, Lerwick, Shetland ZE1 OHG
Tel: 01595 697505
alan@alanmckayarchitect.co.uk



Notes:

Access:
 First 6m of existing access track to be widened to 5.5m, be surfaced with sprayed tar & chips and have max 1:20 gradient (5%). Next section of access track to be not more than 15% with roll-overs.
 Note: stone pillar to be carefully removed and re-positioned as shown. Visibility lines at junction to be to the satisfaction of SIC Roads dept: Section of stone boundary wall to south of junction to be carefully reduced in height to be below 900mm for a distance of at least 33m from a point 2.5m back from junction to achieve visibility splay to south.
 Parking / turning area to be max. 5% gradient in both directions. 3.3m wide access track, turning area (min. 7.6 x 7.6m) & hard-standing area built to withstand a vehicle with an axle weight of 5 tons.
 External steps to have 170mm max. rise, 250 min. going.

Drainage:
 Foul drainage: 110mm diam upvc foul drains leading to new 10-Person Septic Tank (sized to serve both the new house and existing cottage which currently expels raw sewage into Breiwick Bay). Septic tank to connect to existing sea outfall. Note: tank & outfall connection installed above 5m contour.
 Surface water drainage: 110mm diam upvc surface water drains, to expel into existing sea outfall as ground is too rocky to allow effective soakaway.
 French drain type soakaway to be installed to west side of new access track with perforated land drain fitted with silt-trap before connection to existing sea outfall pipe. Surface water drainage from new house to expel into french drain / soakaway further along line to provide attenuation (designed and installed in accordance with BRE report 365) Section of perforated land drain to be installed to south side of track to existing house expelling into silt-trap which connects to sea outfall pipe.
 Drainage falls generally to be 1 : 60 min.
 Bedding to be granular material to BS 882 (10mm nominal size for 110 & 150 diam drains. 900 min. cover to drains under vehicular areas, 600 min. cover to drains under footpaths, grassed areas, etc. Where cover depths are less than specified, drains to be protected by 100 min. concrete encasement.
 Rodding access required at the head of all drains and waste pipes and at all changes in direction and gradient.
 The landscaping / ground levels on the site should ensure that potential overland flows of water will not cause a flooding problem to the proposed house during extreme rainfall conditions: - The site levels should guide water flowing over the ground away from the property, and discharge flows to a suitable point to re-enter the drainage system.

General:
 The Contractor is to ensure that:
 -The site access point is protected using appropriate protective barriers / gate.
 -At the close of each working day and at weekends/holiday periods, the site is closed off to members of the public and made secure.

Project title	Proposed New House Ness of Sound Lerwick
Drawing title	Site plan
Scale	1:500
Date	Sept '13
Drawn	AMC
REF: A&R	NO: SK02

Item 14.4

Proposed
New House
Ness of Sound
Lerwick

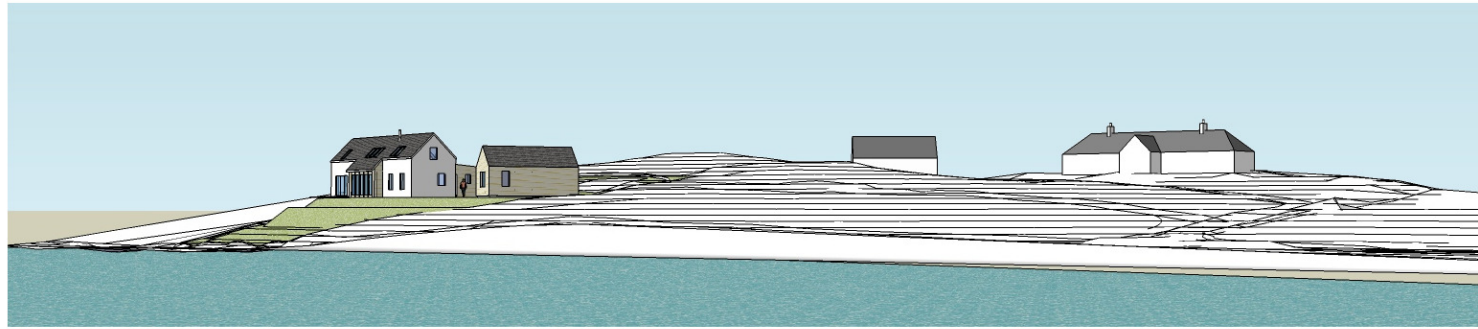
n.t.s.

Sept 2013

A&R

SK08

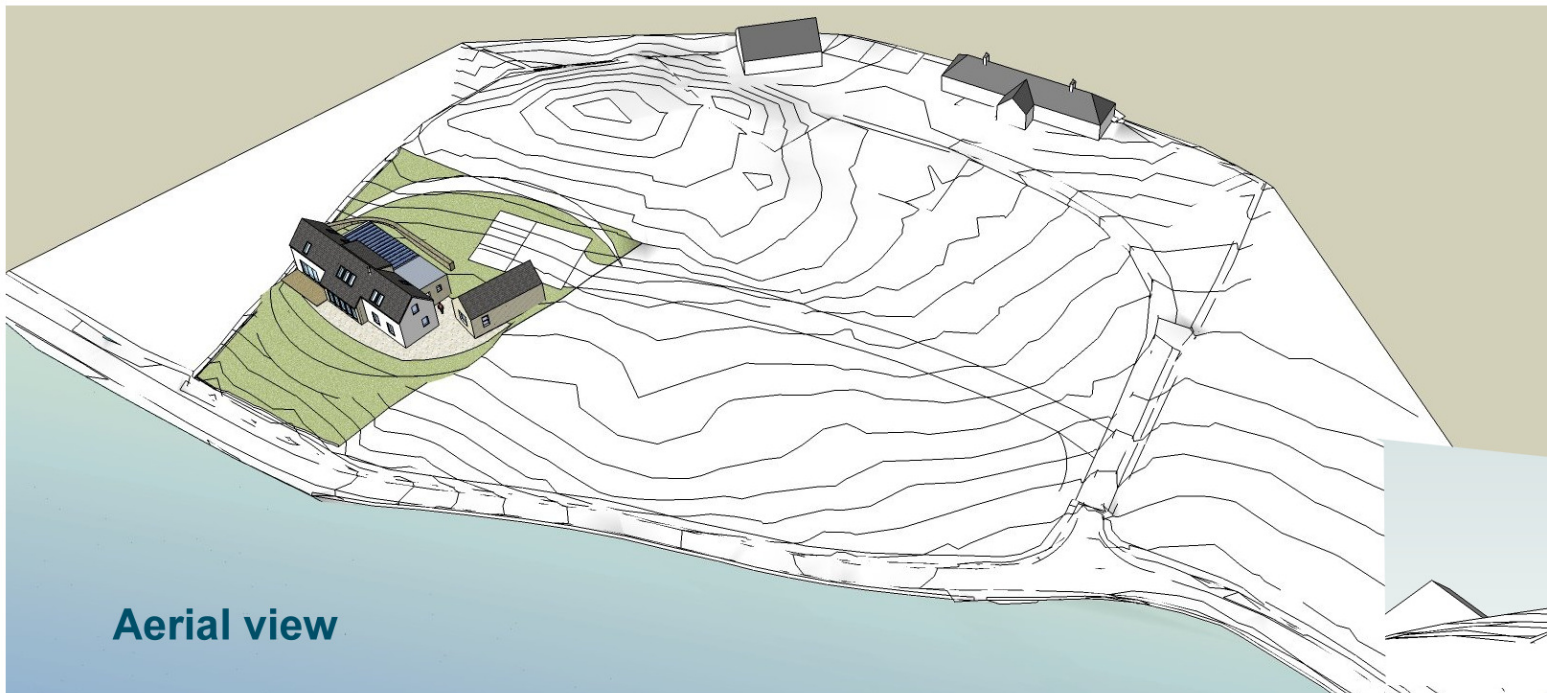
Sketch Views



View from approach



View looking northwards

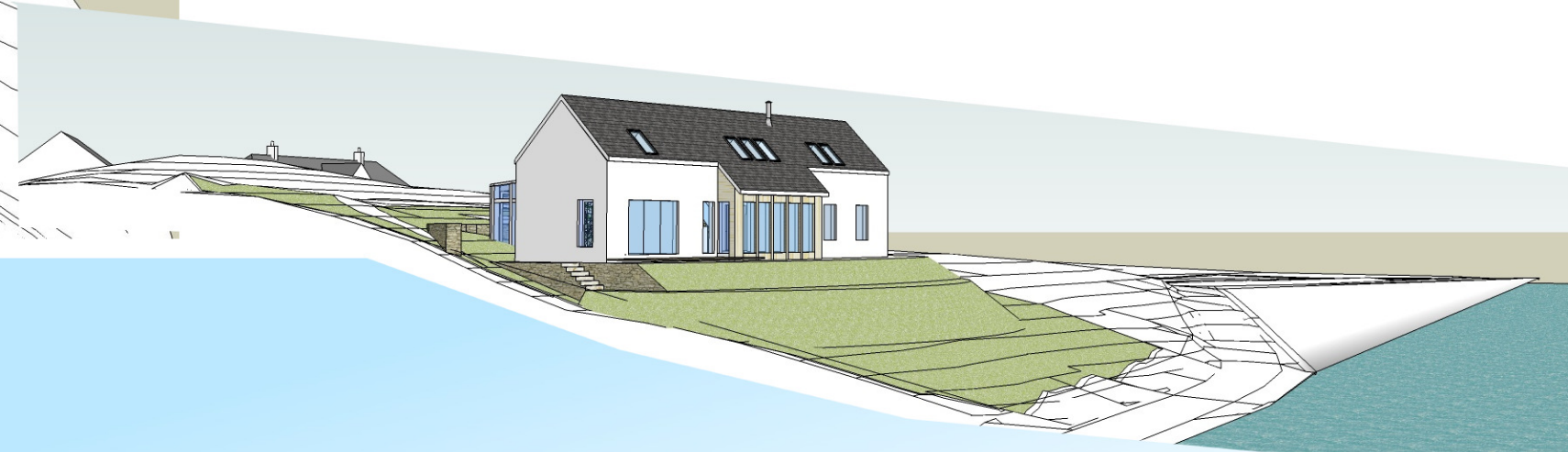


Aerial view

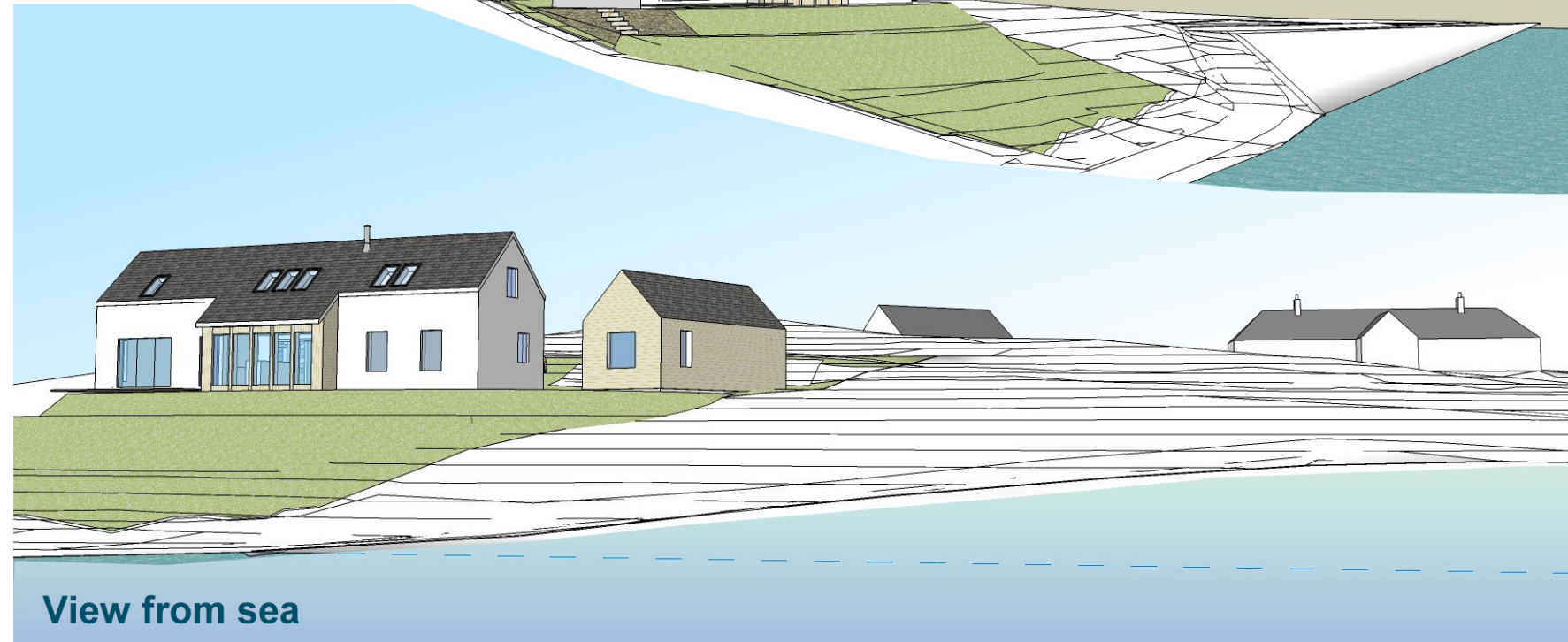


Alan McKay
architect

9 Millgaet, Lerwick, Shetland
ZE1 0HG Tel: 01595 697505
alan@alanmckayarchitect.co.uk



site



View from sea

Lerwick Planning Applications – September 2013

- [Install external access ramp](#)

38 Norstane Lerwick Shetland ZE1 0QG

Ref. No: 2013/343/PPF | Received: Fri 27 Sep 2013 | Validated: Fri 27 Sep 2013 |
Status: Pending Consideration

- [Erect sign cabinet](#)

Town Hall Hillhead Lerwick Shetland ZE1 0HB

Ref. No: 2013/330/ADV | Received: Tue 17 Sep 2013 | Validated: Mon 23 Sep 2013 |
Status: Pending Consideration

- [Erect dwellinghouse and attached garage](#)

Plot 3 Sands Of Sound Lerwick Shetland ZE1 0SZ

Ref. No: 2013/329/PPF | Received: Tue 17 Sep 2013 | Validated: Thu 19 Sep 2013 |
Status: Pending Consideration

- [Erect dwellinghouse](#)

Adjacent To 19 Ackrigarth Lerwick Shetland ZE1 0RQ

Ref. No: 2013/311/PPF | Received: Wed 04 Sep 2013 | Validated: Wed 04 Sep 2013 |
Status: Pending Consideration

- [Peat workings reinstatement - phase 2](#)

Gremista Lerwick Shetland ZE1 0PX

Ref. No: 2013/298/PPF | Received: Fri 23 Aug 2013 | Validated: Mon 02 Sep 2013 |
Status: Pending Consideration