



LERWICK COMMUNITY COUNCIL

www.lerwickcc.org

CHAIRMAN

Mr Jim Anderson
66 Breiwick Road
Lerwick
Shetland ZE1 0DB

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

CLERK

Mrs Marie Sandison
Community Council Office
1 Stouts Court
Lerwick
Shetland ZE1 0AN

Tel. 01595 692447 or 07762 017828
Email: clerk@lerwickcc.org.uk

28th September 2016

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 **7pm** on **Monday 3 October 2016**.

The next meeting of Lerwick Community Council will be on Monday 7 November 2016.

Yours faithfully,

Marie Sandison

Marie Sandison
Clerk to the Council

LCC Members Literature in Office

Investing in Shetland – Annual Report 2015/16 – Hjalmland Housing Association

BUSINESS

1. Hold the circular calling the meeting as read
2. Apologies for absence
3. Approve minutes of the meeting held 5 September 2016
4. Business arising from the minutes
5. Police Scotland Monthly Report
6. Correspondence
 - 6.1 Flower Park Bowling Green – Magnus Malcolmson, Team Leader, Leisure Facilities, SIC
 - 6.2 Smelly Drains at Freefield/Burgh Road – Scottish Water
 - 6.3 Copland's Pier and Sea Scouts Premises – Kenn Allen, Asset Services, SIC
 - 6.4 Cycle Leaflets – Elaine Skinley, Road Safety Officer, Roads, SIC
 - 6.5 Community Choices Fund – Kevin Stewart MSP, Minister for Local Government & Housing, Scottish Government
 - 6.6 Welcome from the Sea – Tourist Leaflet – Victor Sandison, Senior Commercial Executive, Lerwick Port Authority
 - 6.7 Participatory Budgeting – Monitoring Forms
 - 6.8 Bridges Project – James Leask, Acting Team Leader, Bridges Project, Youth Service
 - 6.9 Living Lerwick – Grant Thanks – Christena Irvine, Manager, Living Lerwick
 - 6.10 Funding Opportunities – Weir Charitable Trust/Community Capacity & Resilience Fund
7. Financial Report 27 September 2016
8. Planning Applications
 - 8.1 2016/112/PPF – Catering Trailer parked on Friday & Saturday nights between hours of 22:00 to 03:00 – Self Catering Unit, Harbour Street/Commercial Street Junction, Lerwick, Shetland, ZE1 0LR - Barry Callieu
 - 8.2 2016/333/PPF – Erection of 2no 6KW Wind Turbines proposed height 15m and excavation of associated trench for electricity cable to existing property - Depot, Gremista, Lerwick, Shetland, ZE1 0PX - Mistral Renewable Energy Ltd
 - 8.3 2016/334/PPF – Erection of two 6kw Kingspan Wind Turbines 15m high - Waste Management Facility, Gremista, Lerwick, Shetland, ZE1 0PU - Mistral Renewable Energy Ltd
9. Any Other Business

MONDAY 5 SEPTEMBER 2016

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

Members

Mrs A Simpson	Mr J Anderson
Mr E Knight	Ms K Fraser
Mr J Fraser	Mr P Coleman (Arr 720pm)
Mr A Wenger	Mr D Ristori
Mr A Johnson	

Ex-Officio Councillors

Cllr M Bell	Cllr A Wishart
Cllr M Stout	

Additional Co-opted Members

Miss Eve Thomson	Mr Tommy Carroll
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In Attendance

Ms Kathleen Carolan, Director of Nursing & Acute Services, NHS Shetland
Mr Simon Boker-Ingram, Director of Community Health & Social Care, NHS Shetland
Mr Neil Hutcheson, Engineer, Roads Department, Shetland Islands Council
Mrs M Sandison, Clerk to the Council

Chairman

Mr J Anderson, Chairman to the Council presided.

09/16/01

Circular

The circular calling the meeting was held as read.

09/16/02

Apologies for absence

Apologies for absence were received from Mr A Carter, Mr S Hay, Mr M Peterson, Cllr J Wills and Cllr C Smith.

09/16/03

Minutes

The minutes of the meeting were approved by Mr D Ristori and Mr J Fraser.

09/16/04

Business Arising from the Minutes

July Apologies – Mr Knight pointed out that Mr A Carter had been noted in apologies, but was down as approving the Minutes.

Cllr Stout mentioned that he had been present at the July meeting.

The clerk apologised and said that she would make the necessary changes.

Mr Fraser asked if his comment on page 6 could be deleted.

(Action: Clerk to the council)

Mr Anderson welcomed two students to the meeting as Additional Co-opted Members, Miss Eve Thomson and Mr Tommy Carroll. He introduced himself and invited members to do the same.

09/16/05

Police Scotland Monthly Report

No report was available.

Additional Agenda Item

Developing a model of Community Rehab – Kathleen Carolan, Director of Nursing & Acute Services and Simon Boker-Ingram, Director of Community Health & Social Care

Mr Anderson welcomed Ms Carolan and Mr Boker-Ingram to the meeting.

Ms Carolan thanked the community council for their time and said she would like to give a short overview of a proposal to extend the intermediate care team provision of care in the community and residential settings. Diagrams were passed around showing how the structure might work and enhance the service.

Mr Boker-Ingram said that old peoples care had been shifting over the years. The last seven years had seen the closure of Montfield Hospital in 2010, followed by Viewforth. Care of people in their own homes had been increasing over a number years. This had allowed them to look after more people in the community, particularly those with dementia. There was a lot more opportunities. Half a million pounds had been invested over the last couple of years to develop intermediate care in people's own homes with timely discharge from hospital, patients receiving physiotherapy and occupational care in their own home. They were working with housing and adapted housing, allowing people to stay in their own house as long as possible. He said that King Eric House was a success.

He said that Shetland was doing really well, with statistics showing care in community over the last six months happening ninety two point three percent of the time. It was a clear indication they were doing well. Discharge from hospital during 2015/16 showed the best improved partnership with a discharge rate that had been cut by fifty nine percent.

Mr Boker-Ingram summed up the situation they had arrived at and the choices to be made. The decisions were based on having no unused hospital beds, the investments made up to that point in time and the financial pressures they were under. Opportunities were available to continue funding and make efficiencies. They proposed to reduce by six beds and continue funding intermediate care in the community.

Cllr Wishart said that the issue had been in the public domain for some time. He wanted to approach one aspect, the closure of Ronas Ward. He suggested that it would be a cause of concern and unease and asked about hospital care in the intermediate phase between treatment and discharge where people were in Ronas

Ward. He asked if there was not room in Ronas Ward would the patients go back into Ward 3.

Ms Carolan replied that was correct. What they are proposing at this time was that when the patient is medically suitable, the intermediate team is available to provide care in a variety of different settings, giving wider possibilities. There will be some people that have a little longer stay in the acute ward, but the intention will be to let them have support as soon as possible.

Mr Anderson asked what type of recovery.

Ms Carolan replied that there had been forty two people in the rehabilitation unit over the last twelve to eighteen months. The type of conditions seen were largely strokes, falls, cardiac problems requiring a level of medical assessment and minimal care. There was usually an opportunity to enter the community setting quicker.

Cllr Wishart enquired if that meant they would not stay in Ronas Ward any longer than necessary.

Ms Carolan said that it could be quicker level of support, based on the multi-disciplinary care.

Cllr Wishart enquired about the service provision outside of Lerwick.

Ms Carolan replied that initially it was only for those residential in the Lerwick area. People out-with Lerwick would be decided on in a case by case basis. The second phase would be how to replicate the level of service to other areas.

Mr Boker-Ingram wanted to give reassurance that each individual would be medically stable before being discharged from hospital. They did not want patients to be kept in hospital any longer than necessary there was a need to rehabilitate.

Cllr Wishart asked about people recuperating in residential care and asked if they would have to pay for the care themselves.

Mr Boker-Ingram replied that after eight weeks they would have to contribute, but in reality four to six weeks was the maximum rehabilitation. He explained that some people would be able to go directly home, when providing more reablement in people's homes.

Ms Carolan said that a typical stay was thirty nine days on Ronas Ward with only four patients having stayed longer, these having particular care needs. They expected the majority to move from one setting to another.

Mr Anderson enquired about the four people, having stayed perhaps thirteen weeks would they then have to pay for five weeks of care.

Ms Carolan replied that it would depend on the details, so she couldn't say or not. She was not sure if the four went home. After residential care for the first eight weeks, there would be discussion at the end of that with the intermediate care team and care

services could then be supported in their own home. She reported that seventy percent of patients had gone from hospital to home.

Mr Anderson enquired about the cost of residential care.

Mr Boker-Ingram replied that if they can afford it, then nine hundred to one thousand pounds a week.

Mr Anderson commented that it was a significant amount. He enquired about the capacity for residential care places been available in places other than Unst, if Ronas Ward was not been used.

Mr Boker-Ingram he replied that a placement in Unst was within Shetland. This was the reason they had invested in the intermediate care plan and far more could be achieved with this model of support for people in their own homes. They had seen the success of this in Lerwick. It is about the most appropriate place at right time for each individual to be.

Mrs Simpson said she was in favour of people going home and asked if there would be sufficient staff, and the same level of care.

Ms Carolan said that if someone was admitted to hospital following a stroke for instance, they would ask what their wishes were. The care people needed was already deliverable by the care services and all types of care in hospital were manageable in a care setting. Senior nurses were around three times a week and in Montfield everyday including therapists. The same as is delivered in the daytime on Ronas Ward. They were happy to provide that same level of care. The doctor to this team would improve communications between the team and the patients regular GP.

Ms Simpson enquired if this would be one of the existing doctors from the health centre.

Ms Carolan said that it would be a specialist interest role and had been advertised.

Cllr Wishart suggested that more pressure would be put on Montfield Care Home.

Mr Boker-Ingram replied that they would utilise it for what it was intended to be for. It would mean a more rapid through-put than the other care centres, and once people improved they can then go home. They proposed to offer support in Montfield with supply of the reablement program including physiotherapists and occupational therapists and funding support staff.

Cllr Wishart asked if this would not be eating into services.

Mr Boker-Ingram said that it was about investing in the right places and how this will be better for Shetland. It was about getting the very best for residents, offering excellent care, with the need to make efficiencies, and continue a model that was self sustaining.

Mr Fraser said he could see a need for the practice manager post at the Lerwick Health Centre.

Mr Boker-Ingram agreed and said that the post was to be advertised.

Mr Anderson asked if there was to be a decrease in number of beds.

Ms Carolan replied that there was to be a six bed reduction. They currently had twenty two acute medical beds, twenty two acute surgical beds, two HG beds, six rehab beds and five midwifery beds. She said that there was only eighty per cent hospital occupancy. The proposal was that when the team was established, they would not be using the six beds. This has been discussed with staff groups, and the Ronas team. They wanted to retain the expertise, knowledge, skills.

Mr Anderson asked if there would be any staff redundancies.

Ms Carolan replied that therapy staff would be needed for the intermediate model to be delivered, so staff would be retained. No redundancies would be made and re-employment will be offered in other positions.

Ms Carolan and Mr Boker-Ingram left the meeting at 7.40pm

09/16/06

Lerwick Town Centre Pedestrianisation – Mr Neil Hutcheson, Engineer, Roads, SIC

Mr Anderson welcomed Mr Hutcheson to the meeting.

Mr Hutcheson said he would talk through the current regime and recommended amendments. He read through highlighting the proposed changes and reasons for them.

Mr Anderson asked if there would be no longer public parking outside the Royal Bank of Scotland.

Mr Hutcheson replied that there would be no parking except for disabled parking which would have no limitations.

Mr Wenger enquired asked if there would be no access to general traffic in that area.

Mr Hutcheson said there would be no access between 1130am until 5pm. It was easier to have one regime for the entire length of the street and it would make enforcement easier.

Mr Wenger raised concern for the two-way traffic and the effect on business premises on that corner area of the street.

Mr Hutcheson said that it was just an option that was proposed. It was open for discussion. It had been raised before by stakeholders. He commented that the tabletop crossing would become more of an option. They were waiting for feedback from Living Lerwick and also the community council.

He went on to say that the option of two-way traffic from the Market Cross to Church Road with one point of entry would mean getting rid of the through traffic. He said

that the 20mph zone for crossing, and raised table top idea would better connect two sides of Commercial Street.

Mrs Simpson asked how it would be enforced as very little regard was shown at the moment. Signs were not paid attention too and it was difficult without a traffic warden.

Mr Hutcheson explained as part of consultations with Police Scotland, the proposals would make it easier to enforce and the public to follow. Traffic would only be going north on the street from Market Cross and stopping the traffic coming in at Church road would make it easier to deal with. The parking regime was to be extended to three hours. The Police were committed to trying their best and have been doing that.

Cllr Stout said that there had been an increase in enforcement and the local police were trying to help.

Mr Ristori said that he was keen to see Zebra Crossings used more and asked if they were planning to replace any crossing this could be considered.

Mr Hutcheson replied that this could be looked at.

Mrs Fraser asked about the proposed 20mph areas and if humps on the road would be used.

Mr Hutcheson responded that speed cushions would be used from Church Road all the way to Home Furnishing.

Mr Anderson asked if the recent two way traffic had caused any more incidents on the street and if it had reduced the level of traffic.

Mr Hutcheson said he had no reports or figures to use for answering the questions, but he thought that the traffic had been very much reduced in the area.

Cllr Stout said there was concern that business may have been reduced on the street, but he was not sure if this would be an issue with the proposed scheme.

Mr Anderson proposed that they had no objections to the standardisation of the proposals from Stouts Court to Harbour Street. He asked if all were happy.

No objections were raised.

Mr Wenger was not sure that the two way traffic from the Market Cross would be a good solution.

Cllr Stout commented that the ability to collect parcels from the Post Office would require some level of access.

Discussion took place on available parking in the area and dedicated parking for those of limited mobility. Some concern was expressed for pedestrian safety on the corner of Anderson and Company.

Mr Anderson enquired if there were any updates on the Pelican Crossings.

Mr Hutcheson replied that they had been disappointed with the new units that had been purchased at great cost. All the LED units had been found faulty. Correspondence had asked the suppliers to supply and fit new ones. They had arrived in a week.

Mr Ristori suggested that the recent job of tarring roads had not allowed the tar to set for at least six hours. He felt it was a shame that they had not closed roads for the time needed and why small side roads had needed to be open straight after.

Mr Hutcheson replied that one hour was all that was needed for the tar to harden.

Mr Ristori reported that workers near the Clickimin Centre had been scrapping tar off vehicles tyres after it had been torn up.

Mr Hutcheson informed members that the tar had come off the back of the spreading machine when it was manoeuvring. It had been difficult to keep the roads clean, but follow up with a road sweeper was being done.

Mr Ristori asked if the small side roads could not close for a period of time.

Mr Hutcheson explained that the microsurfacing had allowed thirty roads to be done rather than the one that could be expected annually. It was a useful treatment that prevented further deterioration of the road.

Cllr Stout said that the resurfacing works had been a cost effective way of doing the roads. He said microsurfacing was very different and allowed roads to be successfully upgraded.

Mr Anderson thanked Mr Hutcheson for coming to the meeting.
(Action: Clerk to the council)

Mr Hutcheson left at 8.20pm.

09/16/07

Correspondence

7.1 Lerwick Pedestrian Crossings

(As discussed above).

7.2 Roads – Place Names Reply

Noted.

7.3 Shetland Environmental Awards 2016 – Shetland Amenity Trust

Noted.

7.4 OSCR reply – Thomas Carson – Compliance & Investigation Team

Noted.

7.5 Clickimin Bins – Magnus Malcolmson

Mr Anderson commented that the situation may be looked at again once the school was up and running and it was seen where school kids were going for their dinner.

7.6 Mr Michael Stewart – Planning 2016/003/PPF

Noted.

7.7 Changes to pre-application service – Iain McDiarmid

Noted.

7.8 Hillhead Railings – Mr Dave Coupe

Mr Ristori suggested that it may be something the community council could take on.

Mr Anderson remarked that it may turn out to be rather expensive, but they would write and ask about future proposals.

Mr Coleman pointed out that they may not be aware of the full extent of the project.
(Action: Clerk to the council)

7.9 Lerwick Boating Club – Grant Acknowledgement – John Manson, Commodore

Noted.

7.10 Tesco Car Park Flooding – Neil Connell, Manager, Tesco

Noted.

7.11 Relay for Life – Martin Henderson

Mr Ristori agreed to represent the community council at the Relay for Life Thank You Night, as he already had plans to attend.

7.12 Scottish Heritage Awards 2016 – The Scottish Civic Trust

Mr Anderson informed members that a reply had been received informing us that our nomination had been unsuccessful.

7.13 Scottish Rural Parliament – Get Campaigning

Mr Anderson commented that the information was interesting, but the deadline for the survey had now passed.

7.14 Welcome to Shetland Sign

Cllr Bell acknowledged the letter from Mr Dave McDonald and remarked that perhaps the need for translation of the motto might be something to consider.

Cllr Stout mentioned the fact that Latin was used in many places.

Mr Anderson suggested that we approach Shetland Amenity Trust for a plaque with the translation.

(Action: Clerk to the council)

7.15 Funding Opportunities – Big Lottery, Community Assets, Tesco & Various

Mr Anderson asked if any members were keen to attend the Big Lottery sessions.

Members were unavailable, but the clerk agreed to attend one of the sessions.

Mr Ristori pointed out the railings at Hillhead could be a possible project.

(Action: Clerk to the council)

09/16/08

Financial Report

8.1 Core Funding Financial Report 31st August 2016

Mr Anderson explained to the new student members how the community council and other community councils were funded. He mentioned how funds were distributed with the community distribution funding and success of 'Loot for Lerwick' participatory budgeting event that had taken place earlier in the year.

09/16/09

Planning Applications

9.1 2016/267/PPF – To create a community garden area and playground – Park Lane, Lerwick, Shetland ZE1 0EJ – Mr A P Sandison

Members were informed that this application had been withdrawn.

9.2 2016/266/PPF – Construction of workshops, stores and offices with external yard storage, car parking and container storage – North Gremista Industrial Estate, Lerwick, Shetland ZE1 0PX – L&M Engineering (UK) Ltd

No objections.

(Action: Clerk to the council)

9.3 2016/299/PPF – Change of use from non-domestic building to a dwellinghouse – 3 Church Road, Lerwick, Shetland ZE1 0AE – Mr Jed Westmoreland

No objections.

(Action: Clerk to the council)

9.4 2016/316/PPF – Change of use from office to residential accommodation – 34 Market Street, Lerwick, Shetland ZE1 0JP – Mrs Inga Irvine

Discussion took place regarding the lack of distance between the properties.

No objections.

(Action: Clerk to the council)

9.5 2016/329/PPF – To change use from office to pharmacy – Kantersted Road, Lerwick, Shetland ZE1 0RJ – WHB Sutherland Ltd

No objections.

(Action: Clerk to the council)

09/16/10

Any Other Business

Railings at Islesburgh Community Complex and Flower Park

Mr Fraser suggested that the railings at the Islesburgh and Jubilee Park were in need of painting and might be suitable tasks for the Bridges Project.
It was agreed to write and ask about plans/budget for painting.

(Action: Clerk to the council)

Smelly drains at Freefield/Burgh Road

Mr Fraser complained about the smell coming from drains in the Freefield/Burgh Road area.

Mr Anderson agreed that we contact Scottish Water.

(Action: Clerk to the council)

Bowling Green

Mr Fraser commented on the state of the bowling green saying it was the ‘flagship’ of Lerwick and that something had to be done to rectify it.

Cllr Wishart said that we might like to research the situation before making a comment.

(Action: Clerk to the council)

Parking at Gressy Loan

Mr Knight asked if they could clarify the parking situation at the top of Gressy Loan. It was currently used by caravans over the winter, buses, and provision for funeral parking.

Cllr Stout remarked that there may be no parking restrictions in place, but maybe a bit of community pressure would sort the situation.

Mr Anderson agreed that they write and ask for clarification.

(Action: Clerk to the council)

Cycle Leaflets

Mr Wenger asked if we could find out about the distribution of the cycle leaflets.

The clerk informed members that we had enquired recently and been told they were to be distributed around, but she would follow-up on that.

(Action: Clerk to the council)

Welcome from the Sea Leaflet

Cllr Wishart commented that the tourist map with the ariel 3D picture of Lerwick made it difficult for tourists to find their way around.

Mr Wenger said that he thought it was produced by the Lerwick Port Authority.

It was agreed to find out about the leaflet.

(Action: Clerk to the council)

There being no further competent business the meeting concluded at 9.15pm.

Minute ends.

MR J ANDERSON
CHAIRMAN
LERWICK COMMUNITY COUNCIL

Chairman.....

Date.....

From: magnus.malcolmson@shetland.gov.uk
To: clerk@lerwickcc.org.uk
Subject: RE: Flower Park Bowling Green
Date: 14 September 2016 11:45:33
Attachments: [image001.jpg](#)

Hi Marie,

We are obviously aware of the issues surrounding the current condition of the bowling green.

We have a voluntary arrangement, with regards to the maintenance of the green with the Lerwick Outdoor Bowling Club, where they provide the labour and we provide the plant and materials. Generally this arrangement has been working well over the past few years and both parties are happy for it to continue.

There was an issue early in the summer season due to a miscalculation on the application of lawn sand and the green sustained some damage, but the bowlers have been working hard over the summer months to rectify this. We will be carrying out some further works over the winter months and hopefully by next spring/summer the green will back to normal.

Please could you thank your members for the offer of assistance, but I think between us and LOBC everything is now in hand.

Regards

Magnus

Magnus Malcolmson
Team Leader - Leisure Facilities
Sport & Leisure Service, Shetland Islands Council
Hayfield House, Hayfield Lane
Lerwick, Shetland, ZE1 0QD

Tel 01595 744047
E-mail magnus.malcolmson@shetland.gov.uk
Web www.shetland.gov.uk/sport

From: Clerk to Lerwick Community Council [mailto:clerk@lerwickcc.org.uk]
Sent: 14 September 2016 09:50
To: Malcolmson Magnus@Sport & Leisure
Subject: Flower Park Bowling Green

Dear Mr Malcolmson,

Please find attached letter, for your attention.

Regards,
Marie

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Marie Sandison
Clerk

From: [Scottish Water Customer Services](#)
To: [Marie Sandison](#)
Subject: RE: RE: Smelly Drains - Freefield/Burgh Road, Lerwick, Shetland [164478-1473420923]
Date: 17 September 2016 08:45:23

Dear Marie Sandison,

Thank you for your email.

As per the notes updated on Service Request 5944616 the Inspector who attended advised they found a choke in the trap and cleared it at front door. They did advise this was an ongoing issue.

Should you require any further assistance do not hesitate to contact us.

Kind regards,

Lyndsy Andrews
Scottish Water

Web - www.scottishwater.co.uk
Email - customer.services@scottishwater.co.uk
Customer Helpline - 0800 0778778



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Dear Jim

Billy and I have two issues and we thought you would be the the best person to speak to for advice: they are the condition of Copeland's Pier and the building occupied by the Sea Scouts. The slip is disappearing into the sea and the Sea Scouts building is becoming derelict and dangerous and, as property owners in the adjacent building (4a Commercial St), we are greatly concerned. I have emailed our councillors but have had no response. Can you advise us as to what to do to get these problems addressed?

Your help with this would be much appreciated.

Many thanks.

Kind regards.

Jessie Dalziel

Hi Marie,

Further to your enquiry below, I can confirm that there has been action taken regarding the pier and the former sea scouts building.

Firstly, the pier is on the Housing Revenue Account and falls under the responsibility of Housing. My team have inspected the pier and organised a dive survey and engineer's inspection to determine the scale of the damage. The resulting advice from our engineers and the Malakoff dive report has been relayed to Andrew Lyall at Housing, who will manage the project to restore the pier. Our engineer will also advise a specification for the works and that both the Planners and Historic Scotland be consulted.

Hopefully the work to stabilise the pier can be undertaken as soon as possible.

We also had an enquiry from a resident regarding the maintenance of the building. Subsequently, we have inspected the building and instructed works to put back slipped slates and secure any others that require attention. These works will be undertaken in the next week or so.

Hopefully this update is helpful.

Kind regards,

Kenn

Dear Kenn,

On behalf of Lerwick Community Council can I enquire about council plans to carry out repairs to Copland's Pier and any time scales decided upon.

We received a letter from a resident in the area, regarding concern for the state of the pier and also for the premises formally occupied by the Sea Scouts.

I would welcome any news on progress, so we can inform the resident.

Regards, Marie

From: elaine.skinley@shetland.gov.uk
To: clerk@lerwickcc.org.uk
Subject: RE: Cycle Leaflets
Date: 13 September 2016 08:44:36

Hiya

Yes I have.

Northlink, Tourist office, bike project and library.

Frankies have not done a sportive this year and neither have sport and leisure so have not been able to leave any there.

What i have also done is add this onto the calendar and will promote this leaflet in schools and do a leaflet drop in March of every year.

JRSO (Junior road safety officers) in primary schools promote cycling every spring so we will add in this leaflet there and at the same time send them out to all cycling places, work places, tourist office, northlink, library etc

thanks

Elaine

From: Clerk to Lerwick Community Council [clerk@lerwickcc.org.uk]
Sent: 12 September 2016 21:33
To: Skinley Elaine@Roads Service
Subject: Cycle Leaflets

Hello Elaine,

I've been asked to follow-up on the cycle leaflet distribution. Did you manage to do another leaflet drop and can I ask where too?

Many thanks,

Marie

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Marie Sandison
Clerk
Lerwick Community Council

[X]<https://www.avast.com/sig-email?utm_medium=email&utm_source=link&utm_campaign=sig-email&utm_content=emailclient> Virus-free. www.avast.com<https://www.avast.com/sig-email?utm_medium=email&utm_source=link&utm_campaign=sig-email&utm_content=emailclient>

T: 0300 244 4000
E: scottish.ministers@gov.scot

15 September 2016

Dear Applicant

Thank you for your application for funding from category two of the Community Choices Fund. We received 114 applications with a total grant request of £5.77million for a £750,000 funding pot.

The assessment process has now been completed and I regret to inform you that the panel has not recommended your application for funding at this time. The Community Empowerment team will hold your application on their database and should any further funding become available within the 2016/17 financial period they may be in touch to offer you a further opportunity to engage with this.

If you would like further feedback on your application, please email community.empowerment@gov.scot and we will get in touch in the coming weeks.

I appreciate that this is not the outcome you had been looking for, however I hope you are not too discouraged and look to take advantage of the many participatory budgeting opportunities that are available within the Scottish PB community. Please keep an eye on the PB Scotland website www.pbscotland.scot/ for the latest events, seminars and training courses. I wish you every success with your future PB projects.



KEVIN STEWART

Hi Marie,

The building being shared is probably not a factor as there is no communal area shared or any interaction in other areas of the building by the LCC. However, although a fire risk assessment is to be done, there are potentially other areas that the LCC should consider assessing should the office be used on a regular basis by the Clerk or others.

As we have mentioned, there is no requirement for a risk assessment to be done. But it is advisable to protect the LCC in any claim and to protect the users of the office from injury. We have attached the Council's risk assessment forms which give an idea of the areas that are looked at. For example, we believe that all of the following are risks that may be present at the LCC office to varying degrees:

- access and egress to the property (Is it safe, during winter for example, for the clerk, members or the public? What is in place to ensure that it is? Both the Shetland Islands Council and the LCC have responsibilities in relation to hazards on the property under the Occupiers Liability (Scotland) Act 1960.
- working at height, (which includes standing on a footstool)
- lone working
- manual handling
- office equipment
- slips, trips and falls,
- storage
- violence
- working environment
- work patterns, work organisation and stress

Hope this has been of help.

Kind regards,
Stan

Hello Stan,

I've completed the attached Insurance form and sent it to Charity at ASCC.

Following some discussion on risk assessments, I was wondering what your advice would be on the need for some further checks/risk assessments due to the LCC Office been a shared building with residential tenants. I have noted that a Risk Assessment will be done for Fire Safety and an update on PAT testing will take place.

I would appreciate your advice on this.

Regards,
Marie

Hello folks,

Many thanks for the emails over the last couple of days. My apologies for not replying sooner. Just a couple of things about the issuing of the forms before I address your specific queries.

The email you received from the ASCC was forwarded to yourselves on my instructions. It is not the ASCC that have decided that each CC require to complete a form but the insurers, Zurich Municipal. In the past, the insurers have been satisfied when I advised them at renewal each year by email of any significant changes to the operation of the CCs or confirmed that that there were no changes. No forms were needed to be completed by the CCs.

The insurers have reviewed this type of policy they offer and the organisations they insure. As a result, the insurers have concerns that they are uncertain of what they are actually insuring. In other words, the information they have on each of the groups/organisations and the attached risks is incomplete. Therefore, since the beginning of this year, each organisation or group within a 'block' policy has been required to complete a form such as that issued to yourselves.

There is no option. If the CCs wish to continue cover with Zurich Municipal via Shetland Islands Council, each CC has to complete their own form.

On to your specific queries:

- **Risk Assessments:**

If any CC wishes to put 'No' in the top box as suggested with a short explanation beneath regarding the measures of control and supervision of activities, they are free to do so if they are comfortable with that. Each CC must make that decision themselves. What other CCs do is a matter for them and will not affect the cover for any other CC. If the insurers consider any particular CC to be more of a risk than the other they will charge that CC a higher premium. It is possible for all the forms to be filled in differently. The insurers are expecting there to be differences which is why they wish 18 forms to be completed.

However, Risk assessments need to be done if you are an employer. Although Shetland's Community Councils may not be employers with the Clerks having no direct contract of employment, it is not certain that the Clerks would not be classed as "employees" in certain situations in law. It should be noted that there is no definition of "employee" in legislation. Certainly, the Clerks are considered as "employees" by the insurers, regardless of the contractual status. Therefore, we strongly recommend that a risk assessment is done to provide the CC with a better chance of defending any claim that may result from an incident and to reduce the risk of that incident happening in the first place to their Clerks or any member of the public. It has also been known for other organisations or businesses to request not only confirmation of liability insurance but to produce a copy of a risk assessment for an activity that might be taking place upon their premises

If you are therefore considering doing a risk assessment, we offer the following advice

- Although many CCs will have similar risks (and there may be not that many) there is a possibility that some may have risks that are particular to them. Some clerks may have slightly different duties to carry out and there may be specific risks for them regarding where they may work on occasion or where meetings take place, and the travel to and from these places, etc. The meetings themselves may have specific Health & Safety issues depending on who is responsible for equipment being used, for example. It may be that the Chairperson or the Clerk is responsible for setting up laptop and projection equipment at meetings, etc. Are there trip hazards, is the equipment and wiring safe? Is the CC responsible for the safety of the hall or other place when being used for a meeting? If so, are there procedures in place to make checks of property when entering, whilst there and when leaving and locking up? Activities may not solely involve attending meetings. There may be site visits, participation in or organising of fund raising activities or organising seminars, debates, and so on. I'm sure there are many other activities that you will be able to think of.
- What each Community Council is insured for at the moment is immaterial. A risk assessment is about measures in place to control Health & Safety risks. Insurance is only relevant in a risk assessment if it states within it that the option taken to control a risk is to transfer it by way of purchasing insurance. There may be other risks that do not need to be insured but merely to have a procedure in place to reduce the likelihood of occurrence or the severity if it does.

- Be wary of any attempt to complete one risk assessment for all Community Councils. This will not be accepted by the insurers. If an attempt is made to have one risk assessment to be issued to all, it would be creating a risk in itself should an incident occur. In preparation for a claim going to Court, questions would be asked regarding the risk assessment, when it was done, when it was reviewed, who created it, who reviewed it. There is no harm in someone producing a template for each CCs to complete but a responsible person in each CC would need to review it for their own CC, add, delete or amend where necessary and have it signed off by, for example the Chairperson.
- The risk assessment should be done by at least one person who is in control of the work activity of the CC in their area. Ideally it should be carried out by two to give a balanced view of each risk. To assist, you should refer to the HSE website at <http://www.hse.gov.uk/risk/faq.htm> .
- Due to closeness of the renewal date and the need for the form to be returned, I believe it would not affect the premium if any CCs who did not have a risk assessment in place were to state that the process had commenced with a view to having a risk assessment in place by the end of December 2016.

- **Insurance Cover:**

The current policy consists of the following:-

- **Public Liability:** Covers claims for injury to persons or damage to the property of others as a result of the negligent act, error or omission of the CC, its members or the Clerk whilst carrying out the duties on behalf of the CC.
- **Employers Liability:** Covers claims for injury to the Clerk during the course of carrying out their duties where the injury was as a result of the negligent act, error or omission of the CC or its members.
- **Libel and Slander:** Covers the CC for all sums they may become legally liable to pay for damages as a result of libels appearing in publications authorised by the CC or oral utterances during the course of official CC business made by members or Clerks.
- **Personal Accident:** Capital sums or Weekly sums awarded to the Clerk or a member as a result of specific injuries received whilst carrying out their duties on behalf of the CC and where the injury was not as a result of the negligent act, error or omission of the CC, any other member of the Clerk whilst acting on behalf of the CC.

I hope that this has been of use. I am more than happy to clarify any points.

Kind regards,
Stan

Stan Semple Dip CII
Insurance Officer
Shetland Islands Council
Governance and Law
Office Headquarters
8 North Ness Business Park
Lerwick
Shetland
ZE1 0LZ

Tel: 01595 744597
Fax: 01595 744582
Email: stan.semple@shetland.gov.uk

Hi All,

Zurich Municipal have a significant number of 'block' insurance policies, such as the one currently covering all Shetland's Community Councils. They are reviewing these type of policies as they have concerns that there is not a clear understanding of what they are actually insuring.

As a result, they require the attached form to be completed by each of the Community Councils. The areas the information that needs to be completed are highlighted in yellow.

Kindly email me back the form on or before **15 September**.

For clarifications of anything within the form or any insurance queries you may have, you may contact Stan Semple. His details are:

Stan Semple Dip CII

Insurance Officer

Shetland Islands Council

Governance and Law

Office Headquarters

8 North Ness Business Park

Lerwick

Shetland ZE1 0LZ

Tel: 01595 744597

Fax: 01595 744582

Email: stan.semple@shetland.gov.uk

Community Capacity and Resilience Fund

The Community Capacity and Resilience Fund is provided by the Scottish Government and administered by the Scottish Council for Voluntary Organisations (SCVO). This scheme aims to increase the capacity and resilience of communities and local VCSE organisations to provide people with the support and skills they need.

The Fund has a total of £330,000 for 2016/17 to support innovative and creative projects which have a preventative impact in communities, combat inequality and promote social inclusion, and assist work to mitigate the effects of welfare reform. The Fund is also intended to support local organisations to work in partnership.

Grants of between £1,000 and £5,000 are available to the following organisations:

- Charities.
- Voluntary organisations.
- Social enterprises.
- Community organisations.
- Volunteering bodies.
- Co-operatives.
- Housing associations.
- Credit unions.
- Not-for-profit Community Interest Companies (CICs).
- Charitable trusts who are fully independent of local authorities.
- Community Enterprise Trusts.
- Mutuels.
- Trade unions.

Applicants must have an annual income of £200,000 or less.

Funding is available for projects which help to mitigate the effects of welfare reform, combat inequality, promote social inclusion and have a preventative impact on communities.

Eligible projects must achieve one or more of the following:

- Expand/develop the applicant organisation's capacity to meet demand in relation to welfare reform.
- Develop a pilot project which focuses on tackling the impact of welfare reform and inequality.
- Help organisations work in partnership to support people.
- Develop people's ability to prevent themselves from reaching crisis point.

The deadline for applications is 31 October 2016 (5pm). See website below for more details:

<http://www.scvo.org.uk/running-your-organisation/funding/capacity-resilience-fund/>

Michael Duncan

External Funding Officer

From: Charity.Johnson2@shetland.gov.uk
To: CommunityCouncilClarks@shetland.gov.uk; joyceadamson@btinternet.com
Subject: Community Councils Insurance
Date: 26 August 2016 10:05:11
Attachments: [Community Councils - Renewal form 2016.doc](#)
Importance: High

Hi All,

Zurich Municipal have a significant number of 'block' insurance policies, such as the one currently covering all Shetland's Community Councils. They are reviewing these type of policies as they have concerns that there is not a clear understanding of what they are actually insuring.

As a result, they require the attached form to be completed by each of the Community Councils. The areas the information that needs to be completed are highlighted in yellow.

Kindly email me back the form on or before **15 September**.

For clarifications of anything within the form or any insurance queries you may have, you may contact Stan Semple. His details are:

Stan Semple Dip CII
Insurance Officer
Shetland Islands Council
Governance and Law
Office Headquarters
8 North Ness Business Park
Lerwick
Shetland
ZE1 0LZ

Tel: 01595 744597
Fax: 01595 744582
Email: stan.semple@shetland.gov.uk

Thank you and have a great weekend.

Kind regards,

Charity

Charity Johnson

Administration Assistant
Association of Shetland Community Councils (ASCC) / Voluntary Action Shetland (VAS)
Market House, 14 Market Street
Lerwick, Shetland ZE1 0JP
01595 743900
charity.johnson2@shetland.org

A charitable company limited by guarantee registered in Scotland number 165667. Scottish Charity number SC017286.

Neither employees of VAS nor VAS itself will have any liability for information provided in good faith and will not be liable for any loss resulting from the use of the information.

From: [Victor Sandison](#)
To: [Clerk to Lerwick Community Council](#)
Cc: [Melanie Henderson](#); [Sandra Laurenson](#)
Subject: RE: Welcome from the Sea - Tourist Leaflet
Date: 27 September 2016 11:57:07
Attachments: [image003.jpg](#)

Marie,

Thank you for your email.

Our Administration Manager, Melanie Henderson, is currently undertaking a review the Welcome from the Sea leaflet that we issue to cruise visitors as part of our Meet & Greet welcome service, which will include replacing the aerial photograph of Lerwick with a more recent shot.

We've not received any comments/feedback before that cruise visitors are perhaps experiencing difficulties with navigating around Lerwick using the leaflet, but we'd be pleased to receive the comments from your September meeting on this for our consideration.

Melanie is away from the office this week, but returns Monday 3 October. You can send your comments to melanie@lerwick-harbour.co.uk for her to pick up on her return.

Regards,
Victor

Victor Sandison
Senior Commercial Executive

Email Footer



From: Clerk to Lerwick Community Council [mailto:clerk@lerwickcc.org.uk]
Sent: 27 September 2016 10:56
To: Victor Sandison <victor@lerwick-harbour.co.uk>
Subject: Welcome from the Sea - Tourist Leaflet

Good morning Victor,

At the September meeting of Lerwick Community Council the above leaflet with '3D Map' was mentioned and the difficulties tourists were having when using the map to navigate around Lerwick.

Can you please let me know who would be the best contact for forwarding these comments to?

Regards,

Monitoring Form

Organisation Name:	Bell's Brae Primary School
Project Description:	Repainting of lines on playground/pedometers
Funding Awarded:	£1,991.80
Project start date:	August 2016
Project completion date:	July 2017
Funding spent to date:	£197.50

Please describe what difference your project has made/is making to your group and community? And tell us how you know?

So far we have purchased a set of pedometers for both P7 classes at Bell's Brae, 45 in total. We were trialling the design of the pedometers we purchased prior to buying subsequent sets for the other classes within the school. The pedometers have been a huge success and the pupils are very enthusiastic about building up their steps each day during social times/PE etc. With regards to the repainting of the lines on the playground, we are still at the design stage which has involved the pupils, and will shortly be ordering the paint we require in order to complete the task. As much of the work will need to be done during finer weather, the project will be ongoing weather permitting.

If your project has not yet started, please tell us why? And when you expect to get underway?

--

Your Name:	Belinda Anderson
Position in organisation:	Class Teacher
Contact number:	01595743720
E-mail address:	belinda.anderson@shetland.gov.uk
Address:	Bell's Brae Primary, Gilbertson Road, Lerwick

If you would like to discuss any aspect of your project or require any assistance with preparing for delivery of your project please do not hesitate to get in touch.

Thanks for completing this form.

Please return this form to: clerk@lerwickcc.org.uk by 16th September 2016

Monitoring Form

Organisation Name:	Disability Shetland
Project Description:	Children and Young People's Clubs
Funding Awarded:	£1810.00
Project start date:	Project runs all year round
Project completion date:	Project ongoing
Funding spent to date:	Our annual expenditure exceeds the amount awarded. I can confirm that the funding is accounted for.

Please describe what difference your project has made/is making to your group and community? And tell us how you know?

Our clubs provide opportunities for children and young people to meet together and develop relationships, not only with each other, but also with our staff and volunteers. Since the award of our grant we have continued to encourage and support them with their personal development. Through our support many have been able to work towards and achieve personal goals, which we hope will help prepare them for life in the wider community. We regularly liaised with parents and carers to help us monitor their child's progress. Children are dropped off and picked up from our clubs, affording us with regular opportunities for discussion. The feedback that we have received from the children and their parents is entirely positive, indicating that they really enjoy their clubs.

If your project has not yet started, please tell us why? And when you expect to get underway?

Your Name:	Brydon Leslie
Position in organisation:	Project Co-ordinator
Contact number:	01595 743919
E-mail address:	brydon.leslie@shetland.org
Address:	Market House, 14 Market Street, Lerwick

If you would like to discuss any aspect of your project or require any assistance with preparing for delivery of your project please do not hesitate to get in touch.

Thanks for completing this form.

Please return this form to: clerk@lerwickcc.org.uk by 16th September 2016

Monitoring Form

Organisation Name:	Lerwick Amateur Swimming Club
Project Description:	Club Development Project
Funding Awarded:	£980
Project start date:	12/8/16
Project completion date:	1/10/16
Funding spent to date:	£980

Please describe what difference your project has made/is making to your group and community? And tell us how you know?

We have been able to train 3 more teachers on the UKCC Level 1 Teaching Aquatics course to help at club. This has made a big difference to being able to keep up with demand for places and covering sessions which have been a struggle.

The Taster sessions have started and 14 children are taking part with some already joining the club. They are running for 4 weeks and they are going well.

If your project has not yet started, please tell us why? And when you expect to get underway?

n/a

Your Name:	Lesley Hutchison
Position in organisation:	Meet Secretary
Contact number:	01595 695623
E-mail address:	lesley.hutchison@btconnect.com
Address:	7 Heathery Park, Gulberwick ZE2 9GD

If you would like to discuss any aspect of your project or require any assistance with preparing for delivery of your project please do not hesitate to get in touch.

Thanks for completing this form.

Please return this form to: clerk@lerwickcc.org.uk by 16th September 2016

Monitoring Form

Organisation Name:	British Red Cross
Project Description:	Shetland Patient Transport Vehicle
Funding Awarded:	£718.20
Project start date:	July 2016
Project completion date:	December 2016 (target)
Funding spent to date:	£0

Please describe what difference your project has made/is making to your group and community? And tell us how you know?

“Every week the Red Cross helps me get to the shops and meet friends. Without their help, I’d be quite alone.”

- Service user (name removed for anonymity)

The Red Cross patient transport service helps isolated and vulnerable members of our community every week – on average we make 18 journeys a week* for medical appointments, day centres, health network groups, shopping and socialising to connect with others.

*based on 970 journeys made last year.

If your project has not yet started, please tell us why? And when you expect to get underway?

Red Cross volunteers continue to deliver this essential service using their own cars. However our appeal for a new dedicated and adapted vehicle to expand and meet the local needs for our service is still ongoing.

To date, a soft launch has taken place which has received donations and offers of support. The next step we will take to achieve our £30,000 fundraising target to purchase the vehicle is a public launch, with further fundraising activities and funding applications to be submitted.

When we have completed our appeal and raised £30,000, we will purchase the vehicle.

Your Name:	Nicola Stove
Position in organisation:	Service Manager - Shetland
Contact number:	01595695498
E-mail address:	NStove@redcross.org.uk
Address:	British Red Cross, Reform Lane, Lerwick ZE1 0DQ

If you would like to discuss any aspect of your project or require any assistance with preparing for delivery of your project please do not hesitate to get in touch.

Thanks for completing this form.

Please return this form to: clerk@lerwickcc.org.uk by 16th September 2016

Monitoring Form

Organisation Name:	Lerwick Sea Scouts
Project Description:	Fit out a yacht that was donated to the Scouts
Funding Awarded:	£2000
Project start date:	1/5/16
Project completion date:	
Funding spent to date:	0

Please describe what difference your project has made/is making to your group and community? And tell us how you know?

If your project has not yet started, please tell us why? And when you expect to get underway?

Not started due to lack of time during summer months. Hopefully will be done during winter months ready for next summer.

Your Name:	Tommy Goudie
Position in organisation:	Group Scout Leader
Contact number:	01595 694506/07919 235024
E-mail address:	tommygoudie@btinternet.com
Address:	13 Knab Road, Lerwick, Shetland, ZE1 0AR

If you would like to discuss any aspect of your project or require any assistance with preparing for delivery of your project please do not hesitate to get in touch.

Thanks for completing this form.

Please return this form to: clerk@lerwickcc.org.uk by 16th September 2016

Monitoring Form

Organisation Name:	Swan Trust
Project Description:	Installation of SAT-C system
Funding Awarded:	£2000
Project start date:	1 st May 2016
Project completion date:	25 th June 2016
Funding spent to date:	£2000

Please describe what difference your project has made/is making to your group and community? And tell us how you know?

The funding allowed the purchasing of a SAT-C system which enables the Swan to make contact and be contacted using a satellite communications system. In the event of an emergency situation arising when out side telephone range the system allows the boat to contact shore and vice versa. The system is fully operational.

If your project has not yet started, please tell us why? And when you expect to get underway?

Your Name:	Peter Campbell
Position in organisation:	Secretary
Contact number:	01595 695 193
E-mail address:	petercampbell321@btinternet.com
Address:	8 Sandylock Drive, Lerwick ZE1 0SR

If you would like to discuss any aspect of your project or require any assistance with preparing for delivery of your project please do not hesitate to get in touch.

Thanks for completing this form.

Please return this form to: clerk@lerwickcc.org.uk by 16th September 2016

From: james.leask@shetland.gov.uk
To: clerk@lerwickcc.org.uk
Subject: RE: Bridges Project & LCC
Date: 27 September 2016 15:17:09
Attachments: [~WRD000.jpg](#)
[image001.jpg](#)

Hi Marie,

I've nearly finished compiling a list with help from a couple of people, but I've been significantly busier than expected over the last month and haven't had time to get it finished.

I'll try and get it finished next week (this week is crazy busy but hoping things should calm down a bit) and I'll get back to soon..

Many thanks

Jim

From: Clerk to Lerwick Community Council [<mailto:clerk@lerwickcc.org.uk>]
Sent: 27 September 2016 10:20
To: Leask James@Educ & Comm
Subject: Bridges Project & LCC

Hi James,

Just following up on our earlier correspondence. Can I enquire about any progress on the Bridges Project plans as mentioned below.

I have recently written letters about the need for repainting railings at the Flower Park and at Islesburgh Community Complex, as raised at the September meeting of LCC. I am waiting to hear back from them, but suggestion was made by community councillors that this could be something that the Bridges group could take on.

I look forward to hearing from you.

Regards,
Marie

--

Marie Sandison
Clerk
Lerwick Community Council

Tel: 07762 017828

From: james.leask@shetland.gov.uk [<mailto:james.leask@shetland.gov.uk>]
Sent: 07 July 2016 13:44
To: clerk@lerwickcc.org.uk
Subject: RE: LCC Meeting Monday 4th July - Bridges Project

Hi Marie,

Thanks for that. Once I return from my summer holidays, then I shall take a group of young people and compile a list of all the 'assets' and report back on their condition, along with projected costs for sanding down & painting.

I shall also hopefully have a response from schools and/or parks about the Oversund Park.

Many thanks

Jim Leask

Acting Team Leader Bridges Project, Youth Service

Pitt Lane, Lerwick, Shetland

01595 744 454 | 07825 088 947

james.leask@shetland.gov.uk | www.facebook.com/shetlandyouthservices

From: Clerk to Lerwick Community Council [<mailto:clerk@lerwickcc.org.uk>]

Sent: 05 July 2016 13:08

To: Leask James@Educ & Comm

Subject: RE: LCC Meeting Monday 4th July - Bridges Project

Hi James,

Thankyou for coming along to the meeting and for the interesting presentation.

Attaching Grant Application Form, as discussed.

Please don't hesitate to get in touch if you have any queries.

Regards,

Marie

From: james.leask@shetland.gov.uk [<mailto:james.leask@shetland.gov.uk>]

Sent: 30 June 2016 17:07

To: clerk@lerwickcc.org.uk

Cc: jim@filsket.me.uk

Subject: RE: LCC Meeting Monday 4th July - Bridges Project

Hi Marie,

Yes, I can make it along on Monday night.

Kind regards,

Mrs Marie Sandison
Lerwick Community Council
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

26 September 2016

Dear Marie,

Grant Payment – Summer flower scheme 2016

I write to acknowledge receipt of the grant of £1,000 towards the purchase of flowers for the Town Centre Summer Flower Scheme 2016.

We would like to thank Lerwick Community Council for supporting us in our work.

Please contact me if there is any further information you may require.

Yours sincerely

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

Christena Irvine
Manager
Living Lerwick

From: development.management@shetland.gov.uk
To: foodsafety@shetland.gov.uk; roads.traffic@shetland.gov.uk; clerk@lerwickcc.org.uk
Subject: Planning Consultation 2016/112/PPF
Date: 07 September 2016 17:17:12

Dear Sir/Madam,

Planning Ref: 2016/112/PPF
Proposal: Catering Trailer parked on Friday & Saturday nights between hours of 22.00 to 03.00
Address: Self Catering Unit, Harbour Street/Commercial Street Junction, Lerwick, Shetland, ZE1 0LR
Applicant: Barry Callieu
Date of Consultation: 7 September 2016

This e-mail is a formal consultation under the Town and Country Planning (Scotland) Acts. All plans can be viewed on:

<http://pa.shetland.gov.uk/online-applications/>

The consultation period is 14 days, but if you have any queries please contact Marion Bryant, Support Officer on development.management@shetland.gov.uk or 01595 744864.

Consultation replies should be sent to: development.management@shetland.gov.uk.

We appreciate that it may not always be possible to give a full response within the 14 days. If this is the case, please email development.management@shetland.gov.uk to indicate your continuing interest in the proposal.

If there are any problems with the e-consultation process, please get in touch.

Iain McDiarmid

Executive Manager - Planning Service

Shetland Islands Council

8 North Ness Business Park

Lerwick

ZE1 0LZ

From: development.management@shetland.gov.uk
To: foodsafety@shetland.gov.uk; TingwallAirportStaffInfrastructureServices@shetland.gov.uk;
clerk@lerwickcc.org.uk
Subject: Planning Consultation 2016/333/PPF
Date: 07 September 2016 09:45:10

Dear Sir/Madam,

Planning Ref: 2016/333/PPF
Proposal: Erection of 2no 6KW Wind Turbines proposed height 15m and excavation of associated trench for electricity cable to existing property
Address: Depot, Gremista, Lerwick, Shetland, ZE1 0PX
Applicant: Mistral Renewable Energy Ltd
Date of Consultation: 7 September 2016

This e-mail is a formal consultation under the Town and Country Planning (Scotland) Acts. All plans can be viewed on:

<http://pa.shetland.gov.uk/online-applications/>

The consultation period is 14 days, but if you have any queries please contact Claire Summers, Support Officer on development.management@shetland.gov.uk or 01595 744814.

Consultation replies should be sent to: development.management@shetland.gov.uk. We appreciate that it may not always be possible to give a full response within the 14 days. If this is the case, please email development.management@shetland.gov.uk to indicate your continuing interest in the proposal.

If there are any problems with the e-consultation process, please get in touch.

Iain McDiarmid

Executive Manager - Planning Service

Shetland Islands Council

8 North Ness Business Park

Lerwick

ZE1 0LZ

From: development.management@shetland.gov.uk
To: foodsafety@shetland.gov.uk; TingwallAirportStaffInfrastructureServices@shetland.gov.uk;
clerk@lerwickcc.org.uk
Subject: Planning Consultation 2016/334/PPF
Date: 07 September 2016 09:04:49

Dear Sir/Madam,

Planning Ref: 2016/334/PPF
Proposal: Erection of two 6kw Kingspan Wind Turbines 15m high
Address: Waste Management Facility, Gremista, Lerwick, Shetland, ZE1 0PU
Applicant: Mistral Renewable Energy Ltd
Date of Consultation: 7 September 2016

This e-mail is a formal consultation under the Town and Country Planning (Scotland) Acts. All plans can be viewed on:

<http://pa.shetland.gov.uk/online-applications/>

The consultation period is 14 days, but if you have any queries please contact Marion Bryant, Support Officer on development.management@shetland.gov.uk or 01595 744864.

Consultation replies should be sent to: development.management@shetland.gov.uk.

We appreciate that it may not always be possible to give a full response within the 14 days. If this is the case, please email development.management@shetland.gov.uk to indicate your continuing interest in the proposal.

If there are any problems with the e-consultation process, please get in touch.

Iain McDiarmid

Executive Manager - Planning Service

Shetland Islands Council

8 North Ness Business Park

Lerwick

ZE1 0LZ

LERWICK COMMUNITY COUNCIL

Core Funding Financial Report as at 27 September 2016

<u>INCOME</u>	£	£
Balance at at 1 April 2016		10,419.24
SIC Core Funding Grant 2016-17		20,923.00
SIC Community Development Funds (Distribution & Project)'16/'17		4,000.00
SIC CC Participatory Budgeting PB Project		5,000.00
Morrison Construction - Donation to PB Project		300.00
Sale of TH Guides		0.00
Sale of LCC Ties		0.00
		40,642.24
<u>EXPENDITURE</u>		
Office Costs	2,998.59	
Employment Costs	4,780.80	
Administration	366.16	
Accountancy	0.00	
Misc.	35.00	
Grants/Projects	8,013.88	
CDF Distrib & Projects	800.00	
LOOT for LERWICK	10,437.20	
		27,431.63
		13,210.61
<u>REPRESENTED BY</u>		
Bank Balance as at 27.09.16		13,210.61
<u>Indication of Free Funds:</u>		
Main Annual Running Costs - Amended Forecast - £15,355.62		
Amended Budget Remaining	7,175.07	
Annual Grants & Projects Amended Forecast £5,181.07		
Amended Budget Remaining	267.19	
Committed Funding:		
Filsket Riding Club (No longer required)	600.00	
Royal British Legion Lerwick Pipe Band	2,000.00	
Renewal of damaged office floorcoverings	490.00	
Repair of office ceiling	200.00	
		10,732.26
Estimated Free Funds		2,478.35

From: ascc@shetland.org
To: fetlarcc@yahoo.co.uk; scallowayclerk@gmail.com; clerk@lerwickcc.org.uk; WhalsayC.C.Clerk@gmail.com; dougforrest@tiscali.co.uk; jamesshepherd08@btinternet.com; eganson@btinternet.com; www.communitycouncil@googlemail.com; clerk@unstcc.shetland.co.uk; joyceadamson@btinternet.com; clerk@ggc-communitycouncil.co.uk; clerk.sandacc@gmail.com; marinatait@btinternet.com; sandwickcommcouncil@gmail.com; clerk@dunrossnesscc.shetland.co.uk; clerk.ycc@gmail.com
Subject: FW: Funding information - Weir Charitable Trust
Date: 22 September 2016 12:47:40

Weir Charitable Trust

The aim of the Weir Charitable Trust is to support individuals, groups and charities, new or established, which are based in Scotland and provide services in Scotland. The Trust anticipates supporting groups and individuals who find difficulty in sourcing funds from traditional or mainstream funders. Proposals should fall within the following five main areas:

- Health
- Sport
- Culture
- Recreational Facilities
- Animal Welfare

Applications are invited for projects and activities that improve the quality of life for people wherever they are in Scotland. There are two funding rounds per year.

The first 2017 deadline for applications is 28 February 2017 (5pm). For more information see website below:

<http://weircharitabletrust.com/apply-now>

Michael Duncan

External Funding Officer

Shetland Islands Council

Community Planning & Development

Solarhus

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Community Capacity and Resilience Fund

The Community Capacity and Resilience Fund is provided by the Scottish Government and administered by the Scottish Council for Voluntary Organisations (SCVO). This scheme aims to increase the capacity and resilience of communities and local VCSE organisations to provide people with the support and skills they need.

The Fund has a total of £330,000 for 2016/17 to support innovative and creative projects which have a preventative impact in communities, combat inequality and promote social inclusion, and assist work to mitigate the effects of welfare reform. The Fund is also intended to support local organisations to work in partnership.

Grants of between £1,000 and £5,000 are available to the following organisations:

- Charities.
- Voluntary organisations.
- Social enterprises.
- Community organisations.
- Volunteering bodies.
- Co-operatives.
- Housing associations.
- Credit unions.
- Not-for-profit Community Interest Companies (CICs).
- Charitable trusts who are fully independent of local authorities.
- Community Enterprise Trusts.
- Mutuels.
- Trade unions.

Applicants must have an annual income of £200,000 or less.

Funding is available for projects which help to mitigate the effects of welfare reform, combat inequality, promote social inclusion and have a preventative impact on communities.

Eligible projects must achieve one or more of the following:

- Expand/develop the applicant organisation's capacity to meet demand in relation to welfare reform.
- Develop a pilot project which focuses on tackling the impact of welfare reform and inequality.
- Help organisations work in partnership to support people.
- Develop people's ability to prevent themselves from reaching crisis point.

The deadline for applications is 31 October 2016 (5pm). See website below for more details:

<http://www.scvo.org.uk/running-your-organisation/funding/capacity-resilience-fund/>

Michael Duncan

External Funding Officer

Shetland Islands Council

Community Planning & Development

Solarhus

3 North Ness