

Minutes of Meeting 1

Dunvegan Primary Stakeholder Group

26 April 2021 at 4pm

Via Microsoft Teams

Attendees	Initials
Highland Councillor	
John Finlayson	JF
Stakeholders	
Iain MacIvor, Lochalsh & Skye Housing Assoc.	IMI
Ian Hall, Dualchas Architects	IH
Maressa Munro, North West Skye FC	MM
Kenna MacInnes, North West Skye FC	KM
John Laing, Dunvegan CC	JL
Highland Council Officials	
Don Esson, Area Education Manager	DE
Robert, Campbell, Estate Strategy Manager	RC
Dorothy Gibb, Principal Estates Officer	DG
Fiona Sangster, Estates Co-ordinator	FS
Ryan Sutherland, Architectural Technician	RS
Vicki Parfitt, Head Teacher	VP
Catherine Matheson, Teacher	CM
Apologies	
Kate Forbes, MSP	
Anne Campbell, Parent Council	
Lucy Salter, Parent Council	
Jim Holden, Housing Manager	
Jennifer Bruce, Principal Housing Officer	

Item	Discussion and comment	Action
1.	Welcome and introductions	
	<ul style="list-style-type: none"> JF welcomed everyone to the group RS was introduced to the group as he will be part of THC Design Team. 	
2.	Minutes of last meeting	
	<ul style="list-style-type: none"> Approved. 	
3.	Terms of Reference and stakeholder attendees	
	<ul style="list-style-type: none"> A standard Terms of Reference will be created Representatives of each group to be identified and included in all future Stakeholder meetings Catherine Matheson will represent the Dunvegan Show Committee 	MM

Item	Discussion and comment	Action
	<ul style="list-style-type: none"> Dunvegan Trust to be invited to join the group. MM to forward contact details for Jason Bold, Chair to FS Draft Terms of Reference to be circulated and updated over the next few meetings before being finalised. 	FS
4.	Project update and PAN (Proposal of Application Notice)	
	<ul style="list-style-type: none"> RC gave an update from THC THC internal design team looking at developing a standard design for primary schools Targets for Energy Efficiency are to be met Ongoing discussions have taken place with IH and IMI and progress has been made on Masterplan approach No formal contractor appointment as yet, but THC looking to appoint a contractor in the near future for a group of school projects that will include Dunvegan. Funding for Phase 2 of the school not yet identified but Phase 1 will be progressed and full build (Phases 1 and 2) is included in Planning Application. Parent Council and Community Council agreed to contact Donna Manson, CEO, and Cllr Margaret Davidson to acknowledge the progress being made and to urge them to help make Phase 2 funding available to move the whole school project forward. Additional funding is available from the Scottish Government. This is not enough for Phase 2 but could be used to cover the increase the one year delay has caused with resulting inflationary increases and increased tender returns, or for the road widening that is needed for Phase 1, or for other specific items to be identified. IH explained the PAN process The minimum 12 week consultation period expires in June after which full Planning application can be prepared for submittal. Public consultation meetings are to be held on 19 May with feedback presented at a second meeting on 23 June May meeting will be held at the school with an option to attend a Teams meeting later that day for anyone who does not want to or cannot attend in person Meeting information and feedback forms be put on THC website JL confirmed that Dunvegan CC have information on their website and on their notice board about the Masterplan. It was suggested that feedback on the consultation is categorised e.g. Housing, School, Road, Parking etc. Written feedback to be encouraged as this can be shared with Planning more easily than verbal feedback It should also be made clear on the form who/which group feedback is from. 	<p>JL/VP</p> <p>F</p>
5.	Design overview	
	<ul style="list-style-type: none"> IH meeting with Jane Bridge, Transport Planning, next week regarding the proposed road layout, drop off area, service vehicle access, etc. 	

Item	Discussion and comment	Action
	<ul style="list-style-type: none"> RS shared drawing of proposed requirements for the school building Note that Passivhaus design can dictate position and orientation of the building on site. Phase 1 to include Nursery, Games Hall, Kitchen and Dining area 	
6.	Transition	
	<ul style="list-style-type: none"> Transition has begun with two new annexe units now on site with one as new nursery room and GP room, and second for primary classroom and staff/meeting room. 	
7.	Update on Temporary Demountable Units	
	<ul style="list-style-type: none"> JF visited last week and was pleased to see the new units in place and to hear positive responses from all concerned VP also confirmed that everyone at the school is happy with new units Some minor snagging issues but all in hand 	
8.	Input from stakeholders if required	
	<p>Parent Council and Staff</p> <ul style="list-style-type: none"> All positive moving forward <p>Community Council</p> <ul style="list-style-type: none"> JL suggested that transition for the road will be important – it would be good to have new road in place before work begins RC is aware of restrictions and will discuss with contractor once appointed <p>Football Club</p> <ul style="list-style-type: none"> No update at present Once ground is confirmed they can move forward RC suggested a Sport Scotland bid may be possible and HLH can assist with this. Prior discussions with Sport Scotland suggested to determine whether to submit a joint application with THC, or an individual application from the football club. <p>LSHA</p> <ul style="list-style-type: none"> IMI thanked JF for input with Planning in getting confirmation on the number of housing units - 15 Survey has been returned and thanks to all who responded Now working with THC colleagues to seek advice on size and mix of units required to feed back to IH De-crofting is generally done after Planning permission has been granted. IMI working with solicitor to provide the Crofting Commission with information ahead of Planning to try and move things forward 	RC

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	<ul style="list-style-type: none"> Now that the number of units has been determined, land value can be calculated and negotiations can begin with land owners IMI received feedback from the Dunvegan Show Committee after their meeting on 17 May 	
9.	AOCB	
	<ul style="list-style-type: none"> RC confirmed that the school design will allow for future expansion if it is required DE noted that this was an excellent joint community approach which will provide a good model for future developments 	
10.	Date of next meeting	
	<ul style="list-style-type: none"> 14 June at 4 pm via Microsoft Teams 	