

MINUTES OF THE MEETING HELD ON 11TH MAY 2017 IN THE HOLIDAY INN, WESTHILL

Community Council		
Name	Position	Present
Audrey Findlay	Chairperson (Acting)	✓
(vacant)	Deputy Chairperson	X
Becky Ferguson	Secretary	✓
David Ritchie	Treasurer	X
(vacant)	Minutes Secretary	X
Mervyn Barr	Member	X
Alan Eastell	Member	X
David Ewen	Member	✓
Bill Loudon	Member	✓
Raymond Swaffield	Member	✓
Kate Lumsden	Member	✓
Nara Morrison	Member	✓
Heather Brock	Member	✓
John Long	Member	X
Dawn Anderson	Member	✓
Heather Coull	Member	X
Cllr David Aitchison	Ward 13 Councillor	X
Cllr Iris Walker	Ward 13 Councillor	✓
Cllr Ron McKail	Ward 13 Councillor	X
Cllr Alistair Mckelvie	Ward 13 Councillor	X

Members of Public/Invited Guests		
Heather Cook	Craig Sutherland	PC Steven Middleton
Nancy Manning	Sujan Mahajan	Diane Priestley
J McHugh		

	<u>Item</u>	Action/ Attention
1	<u>Chairperson's welcome and opening remarks</u> Audrey Findlay opened the meeting, welcoming everyone to the meeting. A special welcome was planned for our three re-elected, plus one new councillor, however only Cllr Walker is in attendance.	
2	<u>Apologies</u> Mervyn Barr, John Long, Heather Coull, David Ritchie, Cllr McKail, Cllr Mckelvie, Cllr Aitchison	
3	<u>Review and Approval of the Draft Minutes of Meeting 13/04/17</u> Proposed: Raymond Swaffield Seconded: David Ewen The minutes were approved by the meeting.	
4	<u>Matters Arising</u> <ul style="list-style-type: none"> • 20for20 Anchor project – Westhill will be part of this project, run by Friends of Anchor, and we believe that the current plan is to place the anchor adjacent to the raised bed on Westhill Drive. • Improving Parking in Scotland Consultation – Raymond has been looking into this, and will communicate with PC Steve Middleton and his colleagues in answering a number of questions to produce a response. • Communication with the Scottish Ambulance Service – It had been reported that the ambulance response time was 30 minutes, however the response time from the Scottish Ambulance Service was that the 	Raymond Swaffield

MINUTES OF THE MEETING HELD ON 11TH MAY 2017 IN THE HOLIDAY INN, WESTHILL

	<p>ambulance was on the scene within 12 minutes of the call. We do not know for sure about the timings, and are simply reporting what was noted to us. In addition to this, he noted that two ambulances arriving is standard protocol in case one gets delayed. We will respond and thank the Ambulance Service for their response.</p> <ul style="list-style-type: none"> • Consultation on the Draft Scheme of Establishment of CCs – This draft will be going back to full council by the end of September, with a Working Group being established to focus on two issues: Dissolution of CCs and Community Council numbers. There are two Working Group meetings planned on May 16th & 31st, however we do not have any major concerns with this draft, and will submit comment via e-mail if required. • Update on meeting with MJ Mapp – See item 10. 	<p>Becky Ferguson</p>
<p>5</p>	<p>Police Report PC Steve Middleton presented the Police Report, which had been circulated prior to the meeting. He also added clarification to the event which had been occurring within Inverurie, explaining how it began and how social media escalated the situation. A number of individuals were given warnings etc. The portable speed sign has been repaired, and will be up and running soon. The first place it will be implemented is in the Broadshade area.</p>	
<p>6</p>	<p>Presentation from Craig Sutherland – FES Group Audrey introduced Craig Sutherland, from FES Group. FES are a company of around 2000 employees across the UK, with their main offices based in Stirling. They have recently won the contract with Aberdeenshire Council to service around 14,500 properties around the area. Craig explained how his role is a Community Benefits officer, looking how they can work within the local communities. They have a pot of around £50,000 each year to put towards projects. Many projects are beginning, including organising work placements, potential apprenticeships, digital learning facilities and also working with the Police and Fire Service on projects that they are involved in. Other projects can include giving supplies, offcuts, other materials etc to local groups and organisations to benefit the groups and also themselves in terms of recycling their waste goods. Raymond asked if FES Group would be responsible for our swimming pool here in Westhill. Craig explained that yes, this will be the case. Our local pool here is in need of a number of repairs, and it is hoped we could see an improved service. It was also asked if FES Group would be able to work with groups such as SensationALL in projects such as the Asset Transfer that they are currently undertaking, in terms of offcuts, services, tools and any other facilities. It was asked if Public Halls would come under the remit of FES. Craig responded that he believed this would be the case. Craig explained how his football coaching company is a not-for-profit group, however working with FES they have plans for an Asset Transfer at the Carnie Pitch where they could put in a new pitch and update the floodlights etc. Cllr Walker asked how they would prioritise the projects, considering the wide area that is covered in Aberdeenshire. Generally, this would be in terms of the number of people affected, however since the offices are in Westhill they would hope to do a lot of work in this local area. David Ewen asked if maintenance of our Gateway Art Project could be something that could be included, especially as we apply for grants where a maintenance plan is required. A number of other potential projects were discussed, including working with the local schools with issues including litter and work placements, crossings at Skene Primary School and many other ideas. Bill Loudon invited Craig to come and see the Westhill Mens Shed, and see what is done on a day to day basis within the shed and the projects ongoing.</p>	

MINUTES OF THE MEETING HELD ON 11TH MAY 2017 IN THE HOLIDAY INN, WESTHILL

	<p>FES could also assist with the Christmas Lights, including the storage and maintenance of the lights, and also the putting up and taking down. Overall, it is encouraging to see a company interested in working within the local community, and it will be interesting to see how the relationship can grow over the years.</p>	
7	<p><u>Update on Gateway Art Project</u></p> <p>Update on meeting with Landscape Services – 10th May 2017 - This long awaited meeting was held yesterday with Doug Milne, along with representatives from Landscape Services, in order to investigate the funding from Knight Property Group for the planting along the A944. Doug Milne has taken the action away to contact the developer's obligations team to investigate the location of this money. Recently, saplings have been planted which match the original plans, however it is unknown who planted these. This will also be investigated. The Landscape Services team will produce a mock-up of what planting could be done along this entrance to the A944, which we will have to take to the Gala. The saplings could be moved in the dormant season if required.</p> <p>The Gateway Art Project can be connected to this planting along the A944, with co-ordinating planting in the area around the feature. In addition to this, the area of lock-block adjacent to the Tesco roundabout could also be rejuvenated and included in the project.</p>	
8	<p><u>Update on Kingsford Stadium Proposal</u></p> <p>There is none, we are awaiting a date for the pre-determination hearing. There is a change of regime in the City Council following the local elections, and we will have to wait and hear how the proposal will progress.</p> <p>John Imrie added that a number of letters have been written from the No Kingsford Stadium group to a number of consultees regarding clarification on their comments.</p> <p>It was commented that there has been some work ongoing on the site, however it is believed to be unconnected to the planning application.</p>	
9	<p><u>Planning Watch</u></p> <ul style="list-style-type: none"> • TRE/2017/0031 – 3 Meadowlands Park, Westhill - This application is for removal of a group of trees adjacent to the property, with replanting of saplings. There is no deadline to this application as it is different to a planning application. Cllr Walker will give us the contact details for the relevant officer in Aberdeenshire Council so we can ask questions. It was noted that one resident is concerned that these trees assist the drainage of the area, and could potentially cause further problems if they are uprooted. It is clear that one tree is definitely too close to the house, and we would doubt anyone would object to the removal of this one. However, the removal of them all could lead to a precedent of others doing the same type of work adjacent to their properties. Jill Sowden is conducting a piece of work through Community Planning regarding similar issues where areas of land were owned by factoring companies, and have then been sold on to either homeowners or other companies. • Communication – Following a number of recent emails regarding the recent planning application of signage at Kingshill Business Park, we are looking to discuss the protocol of communications within Community Councils and local Councillors, Council Officers and other individuals. Whilst we may not always agree with decisions that are made, there are ways and means to communicate, and this should not necessarily be in circulation to all members. Our agreed communications protocol also refers to any communication on behalf of WECC should be through or approved by office bearers. 	

MINUTES OF THE MEETING HELD ON 11TH MAY 2017 IN THE HOLIDAY INN, WESTHILL

10	<p>Events</p> <p>Westhill Gala – It is unclear how our stall is going to look on Gala Day, as it does need to be manned throughout the day. David Ritchie is concerned regarding the set-up of the stall, which will require 4 people at 9.30am, to then leave the rest of the set-up of stall until later in the morning.</p> <p>Whilst we will have the mock-ups of the planting along the A944, and also potentially information about the Gateway Art Project, there needs to be co-ordination of the stall.</p> <p>Kate, Dawn, Nara, David E, Bill Loudon have all expressed availability to help on the day.</p> <p>4 people for the gazebo – David Ritchie John Imrie</p> <p>Becky will send an email out to co-ordinate the rota for the day.</p> <p>Hopefully we will have the reskinned pop-up banner available for the Gala day. This has been redesigned by Fara West, which includes images relating to different things that WECC are involved in, and also includes our website information. This will hopefully bring some interest to our stall. In addition to this we will need something to hand out to individuals who may express an interest. David Ewen will pull something together and get them printed for the Gala.</p>	<p>Becky Ferguson</p> <p>David Ewen</p>
11	<p><u>Ward 13 Councillors' Reports/Updates</u></p> <p><u>Cllr David Aitchison:</u> No report received.</p> <p><u>Cllr Ron McKail:</u> Two projects I've been involved in this last month with the Garioch and North Marr Community Safety Group (GNMCSG) are:</p> <p>1. Contactless bank and credit card holders. Holders have been distributed to libraries throughout Garioch and North Marr including Westhill.</p> <p>Not sure about the take up at our library but in Inverurie the (free) holders had all been distributed a few hours after they were delivered. Clearly there is concern about contactless card safety and I'll raise this project with the community safety group as to how we can provide more holders.</p> <p>2. Fire Sticks for testing home fire alarms. According to FRS statistics many home fires could be avoided by a regular check of our fire alarms. Currently 500 of the `fire sticks` are being purchased by GNMCSG which the FRS will distribute to vulnerable adults throughout our area including Westhill.</p> <p>Skene Primary School. The road crossing at Skene Primary is regarded by parents as unsafe for their children.</p> <p>I've attended an officer meeting and also a parent council meeting which were called to resolve this issue. Progress to date is to consider verge signage; road markings including rumble strips; speed checks by Police Scotland; and speed scanner checks.</p> <p>RBS Bank Closure. Along with Cllr Alistair McKelvie we have continued the campaign to retain the Westhill bank. Collecting 2000 plus signatures on our petition over a 10 day period against the closure indicates the very strong feeling there is in regard to leaving Westhill without a bank.</p> <p>We have since met formally with the NE RBS CEO where Alistair handed over the petition. We are now awaiting a response from the RBS CEO and on receipt of his response will consider our next step.</p> <p><u>Cllr Alistair McKelvie:</u> No report received.</p>	

MINUTES OF THE MEETING HELD ON 11TH MAY 2017 IN THE HOLIDAY INN, WESTHILL

Cllr Iris Walker:

Arnhall Moss ponds

I've received further complaints about the ponds which we tried to resolve last year. The lower pond and the burn is completely covered with "thick nasty-looking green slime". I have been in touch with the Environmental Planner who advised that SEPA and Scottish Water are responsible for resolving. On her advice, I have asked residents to also write to SEPA and it might be useful for WECC to raise concerns directly. SEPA contact is david.carmichael@sepa.org.uk
An additional update to the report explains that although the pond is unsightly, the pond is of no harm following testing of the water. The source of pollution is still unknown. WECC will write to SEPA to emphasise our concerns on this issue. We will also write to Marc Mills of MJ Mapp to raise these concerns also.



Royal Bank Branch closure

I was pleased to meet with the local CEO of Royal Bank of Scotland last week along with their senior management to discuss further the branch closure at Westhill. Also attending the meeting were local business and personal account holders, charity account holders, a Post Office representative as well as representatives from each of our three Ward 13 community councils; Westhill & Elrick, Echt & Skene and Cluny, Midmar & Monymusk.
 I called for this meeting after RBS made a public announcement to close local branches including Westhill, Banchory and Stonehaven. The strength of feeling about the closure is clear by the amount of emails and calls we have received on this issue. A high number of residents have signed a petition against the closure, but we must not build up hopes of any reversal of the decision to close these branches and we must take a proactive stance to get the very best alternatives for local customers. At our meeting, it was reiterated by the bank that this is a commercial decision. What we did ask them to do is bring back more in-depth analysis of the figures they first presented to justify the closure and to produce a "Customer and Community Engagement" document in early course so that we can see clearly the statistics behind the closure and their plans for future engagement. We were able to start a dialogue with them about the alternative banking methods they expect their customers to use. At our meeting, RBS agreed to consult further through community councils as well as other partners including Aberdeenshire Council. These discussions will shape when and where a mobile branch can be located in Westhill. There was a recognition that the mobile branches are not fit for purpose and we were assured that the vans will be upgraded with the technology required to serve customers. We were also successful in our request that RBS sit down separately with local Post Office managers to ensure that they have the capacity to provide alternative banking facilities rather than take it for granted that all post offices will be able to accommodate the additional transactions.
 Many customers are concerned about the lack of privacy at both the local post office and in a mobile branch and I am making enquiries about the possibility of RBS holding local surgeries.

Becky
Ferguson

MINUTES OF THE MEETING HELD ON 11TH MAY 2017 IN THE HOLIDAY INN, WESTHILL

	<p>All in all, this meeting was a useful starting point and I hope that we can explore all avenues to secure the very best alternatives over the coming months. When RBS and our community councils have arranged their next meeting, I will provide details here.</p> <p>Since the meeting, RBS have provided the following information:</p> <ul style="list-style-type: none"> ▪ An average of 49 active customers use the branch every week to undertake transactions ▪ Of the 49 customers, 28 of them already use other branches ▪ 13 of these customers are Personal/Private banking customers, 36 are Business customers of which many use alternative banking services e.g. online and mobile app. ▪ This data has been derived from customer transactions over a 26 week period from October 2016 to January 2017. ▪ Locations of free to use ATMs in and around Westhill include the two at the RBS location in the shopping centre, one at Costco, two at Tesco, one at TACO in the Westhill Business Park and one at Westhill Service Station. ▪ For local Clubs and Society account holder enquiries, the Account Management Team can be contacted on 0345 600 2230. I know this is a concern for local account holders left with no local facility as residents who run groups such as brownies, guides and indeed community councils are volunteers and use their own time to keep their accounts in order. Any queries should be directed to the above number but we will endeavour to get more answers as questions crop up in further discussions. ▪ The “Access to Banking” protocol which RBS adheres to requires them to publish the “Community & Engagement” documents a minimum of 4 weeks prior to closure and they currently work to get this live 6 weeks before closure. However, further to our discussions, the local CEO has requested that this can be looked at given the 6 months notice period. ▪ A Business Growth Enabler along with a technical expert (TechXpert) will start to visit all outlying Post Offices in the area during May. <p>Swimming Pool</p> <p>The two air handling units at the pool have been programmed to be repaired for some time. The works started on Monday 8th May and should be completed by 13th June. The pool will be closed for one day when the operation of both units are synced. There have been further complaints from users about the fabric of the building and I have asked Property for an early meeting to discuss their programme of maintenance.</p> <p>Mains water</p> <p>Further to the recent burst mains and resultant roads closure on Westhill Drive, the question about the condition overall of the water mains infrastructure for Westhill was raised and I asked officers to write to Scottish Water to get some answers on what their long term strategy was. I will update when they receive a response.</p> <p>Aberdeenshire Council</p> <p>70 councillors were elected last Friday. First full council meets next Thursday 18th May when the shape of the administration and the policy committees will be confirmed. An induction programme for new and returning councillors is underway.</p>	
12	<p><u>Website Report & Communications Group</u></p> <p>It's been a quiet month in terms of web traffic. Road closures (eg 10K) continue to attract hundreds of views. We made an appeal on behalf of WDCSH for volunteers for the 10K – <i>David Ewen</i></p> <p>Addition to report:</p> <p>Section 3.7 of The Scheme of Establishment states under Roles and Responsibilities:</p>	

MINUTES OF THE MEETING HELD ON 11TH MAY 2017 IN THE HOLIDAY INN, WESTHILL

	<p>3. Make publicly available contact details of Community Council members. 4. Inform the community of the work and decisions of the Community Council by making public agendas and minutes of meetings through the provision of information in public places, such as libraries, notice boards, editorials in the local press and appropriate social media, subject to the provisions contained within the Data Protection Act 1998 and the Council's social media policies. If running a website, Community Councils shall keep this up to date.</p> <p>I'm happy to report that we are complying with this. Specifically:</p> <ul style="list-style-type: none"> * We have a page dedicated to members and contact details * Agendas are (usually) published in advance of meetings * We have a page that hosts minutes from meetings * We post major WECC decisions as news stories on the website and, if appropriate, share them with the local media * We have a protocol in place for communications and engagement * We have a legal notice on the website stating how we conduct business * Our website is refreshed weekly (if not more frequently) <p>(We should give thought to making a printed copy of minutes and agenda available in the library.)</p>	
13	<p><u>Treasurer's Report and Bulletin Updates</u> Treasurer's Report: Audrey and I met recently to review the requests for donations received since last November. Below is list of proposed donations, which total £1900. This was the balance from the donations budget of £4000 for this financial year, after donating £2100 at the November 2016 donations round. The first 3 requests are from groups who have received donations in previous years, so they are getting less than the last 3 on list who are getting more as this is first time they have applied. Please see end of minutes for table attached with donations. Still haven been notified officially about bank closing in October! – <i>David Ritchie</i></p> <p>Bulletin Report: I am hoping that printer will be able to deliver summer Bulletin on Thursday 18th May, so that house deliveries can mostly be done on the Friday and at weekend. This issue has the 4-page Gala programme insert, as normal. There continues to be quite a large turnaround in adverts- in Spring issue there was 130 adverts, then 21 of them didn't want to go in summer issue, but there is 18 new advertisers for summer issue. So the total for summer is still roughly the same as Spring. I dropped a note into the new hotel at Elrick and they have taken a full page advert. – <i>David Ritchie</i></p>	
14	<p><u>Sub-group Reports</u> <u>Litter:</u> Our April Litter Pick was completed successfully. Two new people joined in the pick. One of our group has said he wants to try to attract more volunteers by handing out info sheets as he meets walkers during the pick. He has printed out some sheets for the purpose. Our next Litter Pick will take place on 20th May As usual we intend to send Volunteers reminders a few days prior to the event and we also normally advertise the event in the Web Site and Facebook. The Scout Keir Troup has held an evening litter pick and arrangements have been made with 6th Westhill Brownies to hold an evening Litter Pick on 30th May. - <i>Aileen & Raymond Swaffield</i></p> <p><u>Bulbs & Baskets:</u> The hanging baskets will be up in early June, thanks to help from the Rotary Club. – <i>John Imrie</i></p>	

MINUTES OF THE MEETING HELD ON 11TH MAY 2017 IN THE HOLIDAY INN, WESTHILL

	<p><u>Art Project:</u> The Portrait of Westhill has now been taken down, but we are hoping to display it again on Gala day. The Scarecrow Trail is happening on the 28th May. We are doing some pavement Chalk Art at the shopping centre from now until the end of the summer holidays. We will be thinking of our next project after that. – <i>Kate Lumsden</i></p>	
15	<p><u>Correspondence</u></p> <ul style="list-style-type: none"> • Westhill 10K – We have received and circulated an email from Grant Coull of the Westhill & District Community Sports Hub looking for volunteers to man the Westhill 10K event on June 11th. Please contact Grant Coull if you are able to help. 	
16	<p><u>AOCB</u></p> <ul style="list-style-type: none"> • Meeting with MJ Mapp – This was held on April 20th, with Audrey, Becky, Marc and Cllr Walker in attendance. A number of items were discussed. A one way system which had been suggested is something which will not be implemented, due to the design and also the fact that it has been two way system for a number of years now. Marc was not pleased with the company looking after the landscaping, and would be requesting they redo a lot of the planting as it is not up to standard. A number of other issues were raised, including resurfacing of the back car park, the requirement of painting the hatching at the loading bay, the notice boards, Other issues raised at tonight's meeting included the concerns with litter, as the maintenance staff seem to have had their hours cut which is having a knock on effect. We hope to meet more regularly with MJ Mapp • There has been graffiti sprayed in the inside of the Perspex in the noticeboard, so a lot of notices cannot be read. • There was also graffiti on the Academy pitches following the sixth year pupils last day of school. • The advertising for the Westhill in Bloom competition has begun, with application forms to be circulated within the Bulletin coming soon. 	
	<p><u>Date of next meeting</u> Thursday 8th June 2017, 7pm, Holiday Inn, Westhill Drive.</p>	

Becky Ferguson
Secretary

MINUTES OF THE MEETING HELD ON 11TH MAY 2017 IN THE HOLIDAY INN, WESTHILL

	GENERAL FUNDS	ADVERTISING PRE-PAID FOR REMAINING 2017 ISSUES	MAKING IT REAL FUND	LITTER CAMPAIGN FUND	TOTAL
FUNDS IN BANK AT 13/4/17	21279.85	15379.00	3972.62	763.21	41394.68
<u>Receipts in period 14/4/17 to 11/5/17</u>					
Bulletin advertisers-Spring issue	70.00				70.00
Bulletin advertisers- 2017 prepayments		490			490.00
<u>Payments in period 14/4/17 to 11/5/17</u>					
WordPress - annual premium for WECC website	-85.00				-85.00
FUNDS IN BANK AT 11/5/17	21264.85	15869.00	3972.62	763.21	41869.68
Funds in bank include £18,361.35 in Santander Business bond at 0.75% interest					

MINUTES OF THE MEETING HELD ON 11TH MAY 2017 IN THE HOLIDAY INN, WESTHILL

MAY 2017 DONATION REQUESTS

	Group	Purpose of Donation	Donation Proposed	Previous Donations
1	Denman Playgroup	To improve facilities for the children	£200	£1250 since 2012
2	Friends of Garlogie Day Centre	Replace broken bingo machine	£250	£400 in 2012
3	Westhill Social Studies Group	To avoid having to increase members fees	£150	£250 in 2014
4	Pam Dignan Dancers	Trip to Paris for competitions	£300	none
5	Grampian District Pipes & Drums	To help with start-up costs for recruits	£500	none
6	Westhill Bowling Club	To help replace grass maintenance machinery	£500	none
		TOTAL	£1,900	



WESTHILL AND ELRICK

**COMMUNITY COUNCIL
MEETING ON**

Thursday 11 May 2017

1. LOCAL INTEREST INFORMATION

There have been 22 incidents reported to the Police this month.

12 in which has been road traffic, 8 in which have resulted in drivers being reported the Procurator Fiscal or fixed penalty notices being issued. Other 4 have enquiries ongoing.

6 thefts, including shoplifting and sneak in thefts. All with positive line of enquiry.

1 warning has been issued to a young driver for anti-social behaviour due to a positive run initiative in town centre.

2. FEEDBACK ON POLICE ACTIONS IN RESPONSE TO MATTERS RAISED AT THE PREVIOUS MEETING

N/A

3. DETAILS OF ACTIONS IN RESPONSE TO MATTERS RAISED AT THE PREVIOUS MEETING

4. ONGOING LOCAL / FORCE-WIDE ENGAGEMENT ACTIVITIES

There has been wide spread media of youth disturbance in local areas. Due to this there has been an increased Police presence within Garioch.

With this in mind it is having a positive impact on youth disturbance calls and anti-social driving.