

MINUTES OF THE MEETING HELD ON 12TH MARCH 2015 IN THE STAFF ROOM, WESTHILL ACADEMY

Community Council		
Name	Position	Present
Mervyn Barr	Chairperson	✓
Audrey Findlay	Deputy Chairperson	✓
John Imrie	Secretary	✓
David Ritchie	Treasurer	✓
Becky Ferguson	Minutes Secretary	✓
Rosemary Murray	Member	✓
Bill Loudon	Member	X
Raymond Swaffield	Member	✓
Ken Seward	Member	X
Dave Fisher	Member	✓
David Ewen	Member	✓
Alan Eastell	Member	X
Andy Duggan	Member	X
Steven Strachan	Member	X
Kieran Rorie	Member	✓
Stuart Kane	Member (co-opted 12th Feb 2015)	✓
Bill King	Member (co-opted 12th Feb 2015)	✓
Cllr Ron McKail	Ward 13 Councillor	✓
Cllr Amanda Allan	Ward 13 Councillor	✓
Cllr David Aitchison	Ward 13 Councillor	X
Cllr Iris Walker	Ward 13 Councillor	✓

Members of Public/Invited Guests		
Aileen Swaffield	Angela Allan (CLD)	Heather Cook
Sgnt Lindsay Edwards	PC Steven Goldie	

	<u>Item</u>	Action/ Attention
1	<u>Chairperson's welcome and opening remarks</u> Vice Chairperson Audrey Findlay opened the meeting and welcomed members, guests, and members of the public.	
2	<u>Apologies</u> Andy Duggan, Alan Eastell, Cllr David Aitchison, Ken Seward & Steve Strachan.	
3	<u>Review and Approval of the Draft Minutes of Meeting 12/02/2015</u> Proposed: Rosemary Murray Seconded: Raymond Swaffield The minutes were approved by the meeting.	
4	<u>Matters Arising</u> <ul style="list-style-type: none"> • Traffic Island on Endeavour Drive – A response has been received from AC Traffic dept, and a survey will be conducted. • Hanging baskets – The secretary emailed the Rotary Club regarding the organisation and management of the hanging baskets. Further discussion has to take place within the Rotary to ensure that they can deliver this activity, and will then get back to WECC to discuss the handover. • 6 mile stone – Bert McIntosh has been in touch with ACC, and a new location for the stone has been proposed. Bert would like WECC to agree the location between the A944/B9119 slip road and the Brotherfield road. Further discussion within WECC is required to clarify the situation as some members are unclear. 	Action:

	<ul style="list-style-type: none"> Storage container and location – Awaiting an update from Andy Duggan. AC customer satisfaction survey – David Ritchie stated that the delay in receiving the Admin grant was very disappointing. The secretary had circulated a response based on his understanding of our experiences, and will add further comments. It will be circulated again for any other members to comment. 	<p>John Imrie</p> <p>Action: John Imrie</p>
5	<p><u>Police Report</u></p> <p>The Police Report was circulated, and will be attached as PDF.</p> <p>The Police expressed the recurring theme of locking house and car doors, as there is currently a group of individuals coming out from the city with the intention to steal cars. This can be avoided by simply locking doors and keeping keys hidden. 14 parking tickets were handed out today regarding parking offences in the Business Park area, highlighting the continued problem of illegal parking. Communication has also been made with management of some companies to express the concerns.</p>	
6	<p><u>Time slot for residents questions and comments</u></p> <p>Presentation from Glenn Adcook from Aberdeen Housing Partnership.</p> <p>Mr Adcook introduced himself, explaining that AHP are an organisation who mainly provides affordable housing, as a social housing landlord. There are around 1,500 houses across Aberdeenshire and Moray, with the two biggest concentrations of housing being in Fraserburgh and Peterhead. However there are also about 40 units within Westhill. Although most are for general needs, there are also a smaller number of units which are designed for others with different needs. One of the main reasons why AHP wanted to come and speak to WECC is to encourage and develop tenant/community engagement. As there are a number of units within our area as well as their offices, this is high on the agenda of AHP. Future engagement in the area could include organising events, and in the local schools to provide education for those who are thinking about moving out of the family home, and the preparation involved in moving into their own home. AHP would also be open to suggestions from WECC as to what engagement would be useful.</p> <p>The suggestions of AHP taking a stall at the Westhill Gala, and also advertising in our Bulletin and on our website were suggested.</p> <p>Generally, WECC would definitely like to be involved with AHP, as the housing market both in terms of renting and buying is very difficult in the area, and any work on this area is greatly appreciated.</p>	
7	<p><u>Planning updates</u></p> <p>Mervyn Barr took over the chair at this point.</p> <p><u>APP/2014/2880 – adjacent to Skene Healthcare Centre</u> - A letter has been sent to the Directorate for Planning and Environmental Appeals with further comments emphasising the issue regarding the loss of space for future realistic expansion of the Skene Healthcare Centre. No further communication has been received directly from those at the surgery working on this application. The site was also discussed in a Council meeting regarding the Local Development Plan, stating that this site should be protected.</p> <p><u>APP/2013/341 – Temporary car park on the south side of the B9119 adjacent to the roundabout</u> – Following recent conversation with Bert McIntosh where he stated the issues with this application, and that he would explain his proposal to WECC, no further information has been received from him. There is a condition of the development, which requires a 'shuttle bus' service to be provided which Bert McIntosh did not agree to include. The next step for the applicant would be to apply for a removal of the condition. At that stage we would be given the opportunity to comment. WECC will inform Bert of this step in applying for the removal of the clause.</p> <p><u>Arnhall Phase 3 Art Feature/Landscaping</u> – Originally there were four parts, softening of landscaping, continuous landscaping throughout the development, clarity on the next development up to the apex on the A944/B9119 junction and the Westhill Art Project involvement.</p> <p>Mervyn will email Martin Maclennan of KPG to confirm the types of trees that were</p>	<p>Action: John Imrie</p>

	<p>agreed for the landscaping of the area adjacent to the new development. <u>APP/2012/2154 – Complaints/concerns about the ‘cowshed’ finish of the shopping centre development</u> – Concerns have been expressed both verbally and by e-mail (and also in the P&J), regarding the current look and design of the building. Communication has been made with those who contacted WECC advising them of the planning process, where they could find the views of the completed building, and any discrepancies corrected. Anyone who wants to view the plans or see the architect’s impressions of the completed building can find them on the Aberdeenshire Council Planning website or at the Barr Construction’s site office behind the Vet’s Surgery.</p> <p>Subsequently, an email has been sent by the Secretary to representatives of the owners and developer of the Shopping Centre development asking them if they will respond to the public letter to the editor of the P&J by a Westhill resident. WECC also need to make it clear that we are not the ones responsible for making decisions on these applications.</p>	
8	<p><u>Ward 13 Councillors’ Reports/ Updates</u> Cllr Ron McKail – Speed monitoring equipment update next month. Cllr Iris Walker – Speed Reduction A944 – The gentleman who started the petition to bring back the 50mph speed limit on the A944 had attended a meeting with Aberdeen City Council. He was informed that the reduction was not approved on the roads leading up to the Lang Stracht and Hazlehead. The land either side of the A944 is earmarked for development, and this contributed to the decision, along with the fact that there will be a number of road works and developments. There may be an option to increase the speed limit after the AWPR is completed. Aberdeenshire Council have issued a booklet which contains handy information on how to deal with the problem of urban gulls. This has been raised at WECC meetings previously. When we get copies, arrangements will be made to distribute these around the affected areas. Cllr Amanda Allan – nothing to report.</p>	<p>Action: Cllr Walker</p>
9	<p><u>Website Strategy Group Report</u> Mervyn Barr thanked David Ewen, Bill King and Kieran Rorie for all the hard work they have done so far.</p> <p>Kieran has had issues with speaking to organisations about uploading content to the website, which has been passed onto those concerned. The issue is with some groups having difficulty with uploading, which may put them off. WECC want to avoid this. Display issues were also mentioned. The Web Strategy Group will discuss further to resolve the issue. In general, the website is going well and communicating more information.</p> <p>David expressed his experience with his workplace and their use of Facebook, and how the use of Facebook is to lead people back to the main website. Companies often have individuals monitoring Facebook pages as to avoid abuse, which we do not have the manpower to do.</p> <p>Issues with posting to the website have been addressed. However, he also raised the concern that more individuals should have access to upload and edit posted information, as sometimes this needs to be done quickly.</p> <p>Bill expressed his view of moving to the new website before anything is changed on the site. There may also be an option of updating the site via email, which may help other groups upload. This would put any articles through a second set of eyes, which is always beneficial and should already be happening for all articles. David proposed that any articles he wants to propose will be written by himself, and then sent to Kieran, and uploaded.</p> <p>David Ritchie also stated that individuals should be reminded to delete posted articles after the event has run its course.</p> <p>The Website Strategy Group will meet again to discuss these points and produce a way forward.</p> <p>The issue regarding monitoring Facebook comments will be deferred for a month, as we will see how the situation unfolds.</p> <p>Documents of Protocol for Political Neutrality and Website and Facebook Pages have been circulated to all members. This is to set some ‘ground rules’, which can be referred back to if any discrepancies occur. All members should read these documents, and we will discuss and agree at the next meeting.</p>	

10	<p>Treasurer's Report The Admin Grant was received on March 10th through the Area Office. although this should normally be received in September/October, and should be that way in the future. – <i>David Ritchie</i></p>	
11	<p>Bulletin Update The Bulletins were supplied a day earlier than expected, resulting in batching and delivery being done in good weather. The Bulletin size is 92 pages, the lowest for a while, but it will be back up with the summer issue which will contain the Gala programme. The deadline for article submission for the summer edition is April 27th. The issue of piles of bulletins being dumped on the ground floor of the flats at Broadshade and Mackie was also raised. David Ritchie to investigate.</p>	<p>Action: David Ritchie</p>
12	<p>WECC Events Rosemary Murray is requesting help on Thursday 2nd April to hang 'eggs' at the shopping centre, and then take them down on the Tuesday following. Please contact Rosemary if you are able to help. Westhill Gala – WECC will request a prime location instead of being hidden at one side in a corner.</p>	<p>Action: John Imrie</p>
13	<p>Sub-group Reports Litter – Our Pick on 21st February was very well attended, allowing two of us to go out to clear an area at Carnie Woods. Next organised Litter Pick is Saturday March 21st at 10am. Our request to Aberdeenshire Council for a second skip to be left for us around the Shepherds Rest area has so far had no response. Alison Cumming was contacted regarding the lack of communication from the Council Waste Dept. The order for some “child length” and some “long” grabbers has been delivered so we are now better equipped for some of the children who regularly attend picks and some tall adults who would prefer a longer grabber, as well as for the periodic School and Club picks. Another success is the communications with the Ashdale Hall following complaints of litter around the building. The Hall Administrator will remind the duty managers that this is their duty. <i>Aileen & Raymond Swaffield - 01224 740669 - swaffies@talktalk.net</i> Art Project – See item 12 above for Easter events. The next Art Project plan is a workshop in May 2015, to make scarecrows for the Gala. Details will be at the April meeting. <i>Rosemary Murray - WAP Leader</i> Bulbs & Baskets - Following a reply from Westhill Rotary Club to Cllr A Allan, I have been in initial contact with Russell Gray of the Rotary. I will be putting together a document for him regarding the Hanging Baskets organisation, contacts, dates, and process, and then arrange a meeting to discuss further. I hope that we can hand over the organisation of this activity to them in the following weeks. <i>John Imrie - Acting organiser</i> Communications – All website items will now be under the Website Strategy Group. The Communications group will be there in the background to report as and when necessary. <i>CACCF Report</i> - Due to another very busy WECC meeting this month, there will not be time to report verbally, and therefore the following short report from the Garioch Area Community Council Forum meeting on 4th March has been put together. There was a presentation on Flood Risk Management by Joanna Cubbage, Engineer, Flood Prevention & Coast Protection, and Community Resilience from Colin Gray, Emergency Planning Officer, and Norrie Crichton, Risk Manager, of Aberdeenshire Council. Community Resilience is defined as '<i>Communities and individuals harnessing resources and expertise to help themselves to prepare for, respond to, and recover from emergencies in a way that complements the work of emergency responders</i>'. This is quite an in-depth area of community organisation that requires the input of many of the organisations and groups in the area. It is a reasonably well known fact that rural communities are better at responding to emergencies than urban communities like Westhill.</p>	

	<p>There appeared to be an expectation that the Community Councils will lead on the Community Resilience subject but this has to be confirmed. There is no statutory or mandated requirement for WECC to take any action on this subject. We will need to discuss the subject at a later meeting or Action Review session. In the meantime, I will request the Area Manager to provide support and engage with all community groups on this subject.</p> <p><i>John Imrie</i></p>	
14	<p><u>Green Dog Walking strategy programme</u></p> <p>Mervyn Barr has created a strategy / programme for this initiative, including how we raise awareness, how we engage with the community, how we maintain the programme and the sustainability of the programme. This has been circulated to all members.</p> <p>Awareness included flyers, posters, utilising the bulletin, website and Facebook. Engagement included through handing out enrolment forms in the schools, kids posters, the gala stall, the Farmers markets, professional dog walkers and veterinary surgeries.</p> <p>Maintenance included signage in the school precincts, stickers on lamp posts and laminated posters on wooden sticks put in the verges.</p> <p>Sustainability must also be planned, including how we circulate resources and top up supplies. Suggestions include utilising the Service Point (who are happy to hand out supplies) and Aberdeenshire Council. Information and clarification regarding the new Service Point is required – Councillors to confirm.</p> <p>There is confusion regarding dog waste bins and general waste bins. The latter accept both. This should be clarified as soon as possible.</p> <p>Mervyn will create a flyer for the next meeting.</p>	<p>Ward 13 Councillors</p> <p>Action: Mervyn Barr</p>
15	<p><u>Communication to MJ Mapp</u></p> <p>The secretary will write to MJ Mapp to invite them to speak with us regarding a number of issues that we have with the shopping centre. These issues include the lack of a site manager, misuse of disabled parking, events, hanging baskets, cleanliness of external walls, poor lighting, notice boards etc.</p> <p>The proposal to meet with them every six months was also made.</p>	<p>Action: John Imrie</p>
16	<p><u>WECC Office Bearers – succession planning</u></p> <p>As expressed at last month's meeting, the Chairperson, Mervyn Barr will be moving away from the area in the near future, and we must plan for the future. Documentation of the roles of each office bearer will be drawn up for future reference.</p>	<p>Action: John Imrie</p>
17	<p><u>Correspondence</u></p> <p>A number of pieces of correspondence have been received:</p> <ol style="list-style-type: none"> 1. Copy of the Certificate of Employer's Liability Insurance, the Community Council Policy Schedule. Available for viewing - contact John Imrie 2. Updated proposed Scheme of Establishment for Community Councils - comments to be sent by end of April 2015. Circulated to members. To be discussed. 3. Update to the Aberdeenshire LDP Development Plan Scheme 2015. Link to website circulated to members. To be discussed. <p>Items not circulated or discussed: Introduction of Hydrogen Powered Buses; Westhill Business Network Survey Results; email from Police Scotland Chief Superintendent. These items to be included in next meeting.</p>	
18	<p><u>AOCB</u></p> <p>None</p>	
19	<p><u>Date of next meeting</u></p> <p>Thursday 9th April 2015, 7pm, Holiday Inn Westhill</p>	

Becky Ferguson
Minutes Secretary

TREASURER'S REPORT FOR W&ECC MEETING 12/3/15					
	GENERAL FUNDS	ADVERTISING PRE-PAID FOR 2015	MAKING IT REAL FUND	LITTER CAMPAIGN FUND	TOTAL
FUNDS IN BANK AT 12/2/15	17293.99	11500.00	3972.62	1426.49	34193.10
<u>Receipts in period 13/2/15 to 12/3/15</u>					
Bulletin advertisers- 2015 prepayments		7120.00			7120.00
Transfer of Spring pre-paid adverts to General Funds	4730.00	-4730.00			0.00
Bulletin advertisers-spring issue	1062.00				1062.00
Admin Grant from Aberdeenshire Council	1449.10				1449.10
<u>Payments in period 13/2/15 to 12/3/15</u>					
Sundry cash Expenses	-13.99				-13.99
XIC- Bulletin Spring issue printing	-5856.09				-5856.09
Bulletin & invoice postages	-93.65				-93.65
Spring Bulletin honorariums	-400.00				-400.00
Fee to Minutes Secretary for December to February	-120.00				-120.00
Ray Swaffield- reimburse purchase of litter-pick equipment				-246.00	-246.00
FUNDS IN BANK AT 12/3/15	18051.36	13890.00	3972.62	1180.49	37094.47
Funds in bank include £18,000 in Santander Business bond at 1.1% interest					