



Westhill & Elrick
Community Council

MINUTES OF THE MEETING HELD ON 14TH MAY 2015 IN THE HOLIDAY INN, WESTHILL

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

Members of Public/Invited Guests		
Sergeant Gavin Grant	Angela Allan	Heather Cook

	Item	Action/ Attention
1	Chairperson's welcome and opening remarks Audrey Findlay opened the meeting and welcomed everyone.	
2	Apologies Mervyn Barr, Raymond Swaffield, Stuart Kane, Cllr Allan & Cllr McKail	
3	Review and Approval of the Draft Minutes of Meeting 09/04/2015 Proposed: Kieran Rorie Seconded: Bill Loudon The minutes were approved by the meeting.	
4	Matters Arising <u>Storage container and location</u> - This item is not as much of an issue, as the hanging baskets are now stored securely at Broomfold. Andy advised that there will be containers becoming available soon, for which we will need to find a location. <u>Dealing with Urban Gulls</u> – under Ward 13 Councillors Reports. <u>Shopping Centre Disabled bay signage</u> - see item 7 <u>Planning applications</u> - APP/2015/0552, APP/2015/0556 & APP/2015/075 - comments on these applications have been sent to planners APP/2014/1065 (landscaping only) - An art feature was previously a condition of the planning permission; however this has been dropped due to the timescale of an art feature project. Plans for landscaping currently include the planting of an avenue of trees, and additional shrubs to create a backdrop to the Welcome to	Andy Duggan

	<p>Westhill stone. This was previously agreed with Knight Property Group back in February. .</p> <p><u>Westhill Business Network survey</u> - Report sent to members. WBN to advice on the next steps.</p> <p><u>Website and Facebook Protocol update</u> - see item 13</p> <p><u>Green Dog Walking update</u> - see item 14</p> <p><u>Review of the Scheme of Establishment of Community Councils</u> - Audrey Findlay, Ken Seward and John Imrie met and reviewed the draft scheme, and noted a number of points that needed clarification or updating or correcting. These points were sent to Ian Rogan of Aberdeenshire Council who is carrying out the review.</p> <p><u>WECC comment on proposed LDP 2015</u> - Following on from the presentation at the last AR session by Kieran Rorie, the Secretary emailed WECC's comments to AC on 30th April which was duly acknowledged by the LDP team. Our comments will be combined with others into the LDP submission document that will be sent by AC to the Scottish government later this year.</p> <p><u>Draft policy on presentations</u> – This was circulated to all members. As we have had so many requests from people to come and speak at our meetings, it was necessary for selection criteria to be written up. It was stated that 6 weeks' notice is ideal, but not always possible if issues arise quickly. This will be written into the criteria, at Office Bearer's discretion.</p> <p><u>Meeting with MJ Mapp</u> - see item 7</p>	John Imrie
5	<p><u>Police Report</u></p> <p>The Police Report had been distributed to all WECC members.</p> <p>Sgnt Gavin Grant attended the meeting. He added some additional points: an initiative which will take place over the summer months carrying out speed checks throughout Westhill. WECC were requested to provide locations of concern for speeding. Audrey raised her concerns again regarding the Tertowie road between Westhill and the A96 at Blackburn.</p> <p>Audrey reported that she had asked Insp Jon Miller of Police Scotland if there were any plans to shut the Police Station following the relocation of the Service Point. He stated that although the decision was not in his power, the Police Station is used by a number of office based staff who had been transferred from Woodhill House, and also by a special unit, which should be a good reason to keep it in service.</p>	
6	<p><u>Time slot for residents questions and comments</u></p> <p>There were no questions or comments.</p>	
7	<p><u>Meeting with MJ Mapp re: Shopping Centre</u></p> <p>Mervyn Barr & John Imrie with Rosemary Murray and Kate Lumsden met with Patricia Beegan of MJ Mapp and Helen Denerley, who has been commissioned by the shopping centre to create an art feature. Cllr Iris Walker who had organised the meeting was also present. The location for the art feature and the piece of art to be created was agreed. Confirmation of the agreed piece of art will be provided by MJ Mapp. Until that time, WECC members are requested not to disclose any of the details.</p> <p>Audrey Findlay joined for the second part of the meeting, which discussed the following:</p> <ol style="list-style-type: none"> 1) MJ Mapp will send WECC a document outlining the plan for the car park automatic number plate recognition system with proposed dates, parking time limits, penalty charges and associated information. Once we receive this we will be able to post it on our website. If anyone has any concerns, these will be taken on board. 2) MJ Mapp will source and provide additional parking notices on the central post of each disabled bay. This was raised following Mrs Loudon's concerns raised at last month's meeting. 3) Two new lockable notice boards will be provided, one of which will replace the existing notice board. WECC will find out from the Mens Shed if they can manufacture these items (tbc) or whether MJ Mapp will source these items. One notice board is to be exclusively for community info supplied by WECC and Aberdeenshire Council. These will be situated either side of the entrance door to the upper offices. 4) MJ Mapp will advise on the outcome of ongoing discussions to resolve the lack of Manager for the site. There is an individual who works on another 	John Imrie

	<p>MJ Mapp managed site who may be able to be providing an on-site role one day per week.</p> <ol style="list-style-type: none"> 5) Any WECC organised events will require to be notified in advance to MJ Mapp as this ensures that potential insurance issues are resolved. There should not be any issues with holding events as long as they are notified. Events taking place in the Shopping Centre without permission are not allowed. 6) MJ Mapp to consider proposal of hanging baskets to improve the look of the shopping centre. WECC will provide information to MJ Mapp regarding the hanging baskets and brackets that could be used. All hanging baskets will have to be located out with the reach of outstretched hands, at least 3m above ground level. 7) There is an issue with the new slabs along the frontage of the existing part of the Shopping Centre and also in front of the new development. These are slippery when very wet or icy particularly the slopping section. This is a health and safety issue. MJM to investigate how this can be resolved. 8) The issue of urban gulls will be looked into along with other improvements to the site, e.g. new waste bins with closed entries. The new development has anti-bird spikes along the outer edge of the roof. 9) MJ Mapp advised that the 'old' part of the shopping centre will get a face lift with new signage, litter bins etc. <p>Other items brought to our attention by MJ Mapp:</p> <ul style="list-style-type: none"> - The existing building currently housing the vet's surgery and the adjacent grassed area will eventually be removed/redeveloped - The ramp between the rear of the Shopping Centre & the Aldi car park is the property of Aldi. This is in reference to the issues with health & safety during the winter when it is icy. The shrubbery is also theirs. - The entrance to the rear car park area requires to be resurfaced as it is badly potholed and difficult for pushchairs, mobility scooters and pedestrians to cross. - There is also a number of other areas with require tidying up, which will occur. <p>Becky also raised concerns over the toilets at the centre, as they could also do with a face lift. This will be communicated to MJ Mapp.</p> <p>Audrey raised concerns over the zebra crossings in the area, and some drivers who fail to stop. The crossings may require to be repainted to make them more noticeable.</p> <p>There has been no indication when the new shop units will be open.</p>	<p>John Imrie</p>
<p>8</p>	<p><u>Ward 13 Councillors' Reports/Updates</u></p> <p><i>Cllr David Aitchison</i></p> <p>Last year I was contacted about the seagull problem on and around Westhill Academy and one of our residents also approached WECC about the issue. Contact with council officers at the time was unproductive in terms of finding a solution.</p> <p>When Aberdeenshire Council published its advice on dealing with Urban Gulls I immediately contacted them suggesting that the council needed to practice what it preached when Council owned property like the Academy was part of the problem. The residents who had contacted me last year were in touch with me again with the same idea.</p> <p>I have now received a reply from the Head of Property advising that:- "Westhill Academy will again this year be part of the nest and egg removal programme and because there are Common Gulls present we will also be deploying the hawk as a deterrent. The problem is exacerbated by litter and we have asked our Education colleagues to do whatever they can to assist us with that."</p> <p>In addition to his report, there was an Area Committee meeting on Tuesday, at which a planning application for a car park south of the B9119 was refused.</p> <p><i>Cllr Amanda Allan</i> - No update</p> <p><i>Cllr Iris Walker</i></p> <p>These are some of the issues I have been dealing with recently:</p> <p><u>Opening hours of Police Station</u> – since the Service point has been relocated to the library at Westhill Primary, residents wanting to deal with police business have</p>	

<p>been met with a locked door at the station. I have asked for an update from Chief Inspector Richard Craig who advises that local members were to be consulted but with annual leave etc, this has not happened. I am hoping an early meeting can be set for this. You will recall that following a consultation in 2013, the decision was that Westhill Police Station would be re-classified as a category E station, i.e. shared service public counter provision. Since the decision was made by Aberdeenshire Council to relocate our side of the service, Police Scotland has not engaged with local members on their staffing arrangements.</p> <p><u>Living with Urban Gulls</u> – thank you for agreeing at the last W&ECC meeting to distribute the booklets “Living with Urban Gulls” to the most affected areas along with the Bulletin. I could only get 120 copies so will liaise with David Ritchie on which addresses to target.</p> <p><u>Improvements to Westhill Academy and Westhill Swimming Pool</u> – following on from last month’s area committee, new windows for the academy and replacement of the air conditioning unit at the pool have now been included in the Planned Maintenance 2015-2018, albeit in the latter years of the plan. I know the parent council and school staff has been raising the issue of the condition of the windows for a long time. At the time the draft Planned Maintenance report came to councillors, I queried why Garioch area, including Westhill fared badly in terms of spending compared to other areas in Aberdeenshire and why the windows at Westhill Academy were not on the plan along with other schools. The service responded by advising they would replace single glazed windows first but agreed that Westhill could be included, subject to approval of P&R Committee. I am delighted that this was approved.</p> <p><u>Garioch Area Committee</u> - we are being asked to determine a couple of Westhill applications on Tuesday 12th May – see agenda here: http://committees.aberdeenshire.gov.uk/committees.aspx?commid=6&meetid=18048</p> <p><u>Garioch Bus Forum</u> – well attended forum which ran way over time due to the amount of questions and issues raised from the floor. I have been pushing Aberdeen City on moving forward with improvements on the Kingswells Park & Ride – as has Stagecoach themselves and Aberdeenshire Council. This will facilitate more services within the P&R and allow services such as X17 to link in to other routes for example to the airport. Aberdeen City Council have had funding for this for some time but only granted them planning permission in March to carry out the improvements. It is now hoped completion will be in September. Following the Westhill bus consultation last year, Steve Walker of Stagecoach confirmed that he hopes to be in touch with local community councils in the very near future, if he hasn’t already, to feedback the outcome of that consultation. Some of the issues I was asked from local residents to raise included:</p> <ol style="list-style-type: none"> 1. Expanding the X17 to serve the top end of Westhill Drive, i.e. Hilltop Turning Circle. 2. Pass on appreciation of the A2B dial-a-bus service. It is a lifeline to many residents in the community and the drivers are highly praised and valued for the excellent service they provide. 3. Improved service to include Kirkton of Skene/Broadshade/business park. <p>Items 1 and 3 will be included in the discussions between yourselves and Stagecoach as mentioned above.</p> <p>Due to previous requests, it is hoped that Westhill will now be included in the multi-operator ticket discount zone. More details to follow.</p> <p>The “Living with Urban Gulls” leaflets will be circulated with Bulletins to the houses closest to the Academy.</p> <p>The Garioch Bus Forum – The secretary will contact Steve Walker of Stagecoach regarding coming to a meeting to discuss the issues raised at this Forum.</p> <p>The A944 road into Aberdeen will be affected when the AWPR works start in earnest. It may be a good idea to hold a public meeting about this, for residents to discuss their concerns. Cllr Aitchison reported that this was raised within the Council, and will update in the future.</p> <p>David Ewen raised concerns over communications between us and Aberdeen City Council, as these works will be occurring within the City boundary. We can all look on the AWPR website for any updates. If we notice any updates we can upload them to our website.</p>	<p>David Ritchie</p> <p>John Imrie</p>
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	<p>Cllr Ron McKail – Submitted a report prior to the meeting:</p> <ol style="list-style-type: none"> 1. The Speeding Device (promoted by the Garioch and North Marr Community Safety Group (GNCSG) and funded by the Garioch Community Planning Group) is due to be launched shortly as reported by Insp. Miller at last night's meeting. 2. The CSG are in discussion with a Garioch Police Sgt who is promoting road safety issues, as in parking at schools and the CSG have indicated our support. 3. Attended the Skene Patients Group in regard to concerns about pedestrian safety when crossing the roads adjacent to Tesco and the Health Centre and confirmed that the Roads Dept is following up on traffic calming measures on these roads. <p>Rezoning of Westhill Primary Schools. There will be two informal meetings on the 27 May at the Library 2pm till 5pm: Crombie PS 5pm to 7pm. This is part of the formal consultation which will continue until the middle of August. Parents will be made aware that children currently at school (whether in or out of current zone) will not be affected by any changes and this also applies to siblings yet to start school.</p>	
9	<p><u>Website Strategy Group Report</u></p> <p>Audrey thanked David & Kieran for the hard work that they have put in to get the new website up and running. The new WECC website is at www.westhillelrick.org, along with a new Facebook page set up at 'Westhill & Elrick Community Council'. Kieran has been in contact with a number of groups, who are willing to use us as an exclusive source of updates. These discussions are ongoing. A number of groups have noted confusions with our old and new pages, however as more people come to like ours this should diminish. It was noted that Twitter is not used nearly as much.</p> <p>The website is being promoted through the Bulletin, using the Aberdeen & Grampian Chamber of Commerce report as the main news story.</p> <p>Mervyn is planning on demonstrating the use of the website at the Gala.</p> <p>Mervyn also wrote to Bill King to thank him for his support over the last few years.</p>	
10	<p><u>Treasurer's Report & Bulletin Update (matters arising from)</u></p> <p>David, Rosemary & Bill met on 11th May to review donation requests received for the bi-annual May 2015 round. Five donations totalling £1900 are recommended for approval by WECC. The list was circulated to all members of WECC. These donations were unanimously approved. The end of our financial year is coming up at the end of June, so any expenses should be claimed by then.</p> <p>The Bulletin should be ready for distribution on Friday 22nd May. – <i>David Ritchie</i></p>	
11	<p><u>Sub-group Reports (matters arising from)</u></p> <p><u>Litter</u> – Our Litter Pick on 18th April was very effective, despite the small number of volunteers present.</p> <p>Again, our request to Aberdeenshire Council for a second skip to be left for us around the Shepherds Rest area was granted and we almost filled it. There was still much litter in the area so we will request it again for the May pick.</p> <p>We have had requests from four youth organisations to borrow our kit for litter picks. These are Crombie Eco Club, 3rd Westhill Rainbows, 3rd Westhill Guides and Kier Group Scouts. We will arrange to do this.</p> <p>Next Organised Litter Pick is on Saturday May16th. Aileen and Raymond will be away on holiday at that time and Rosemary Murray has kindly agreed to manage the event. We will carry out all the necessary e-mailing before we leave.</p> <p>- <i>Aileen & Raymond Swaffield - 01224 740669 - swaffies@talktalk.net</i></p> <p><u>Bulbs & Baskets</u> – Westhill Rotary club have now agreed to take over the hanging baskets and they have all been moved for storage at Broomfold (Brotherfield) ready for planting up in early June. This location has a large poly greenhouse making the process a lot easier. There is a team of people ready to carry out the filling of the baskets and hanging them up. The baskets may not be hung until after the gala due to a delay in the plants being ready for collection this year.</p> <p>The compost has already been purchased and new matting for the baskets has also been purchased. - <i>John Imrie</i></p> <p><u>Art Project</u> –</p> <p>Westhill Art Project (WAP) held a scarecrow workshop on Saturday 9th May. The Old School is a wonderful venue for such community activities. A little disappointed that we only have 18 scarecrows so far. Will be putting out an appeal</p>	

	for more. Help is needed Saturday 30 th May at 10am, meeting at the Ashdale Hall to hang the bunting. - <i>Rosemary Murray (WAP team leader)</i> <u>Christmas Lights</u> – 'Repairs to 6 lights have been made, costing £244. This was less than expected due to 4 of them being covered by warranty from previous work. Further lights for the Christmas tree will be purchased this year. – <i>David Ritchie</i>	
12	<u>WECC Events</u> Gala day is our next event. Set up will be from 10am, and help is needed throughout the day. Our main focuses will be on the Green Dog Walking campaign, the website, and the Art Project. Audrey made a note of members who are available and willing to help with the set up of the stand, and manning it during the Gala. A number of members are unavailable due to other commitments.	
13	<u>Approval: 'Protocol – Use & Maintenance of WECC Website & Facebook page'</u> David Ewen proposed these protocols, to which Kieran Rorie and David Ritchie have made some additions. Some changes are required to add a 'sign-posting' role in terms of how we use social media etc before the proposal can be approved. Currently Kieran and David Ewan are covering the four roles which have been outlined between them, and this is manageable at the time. The website will be advertised in the Bulletin, and the second story on the website at the time will be advertising joining the CC.	Kieran Rorie David Ewen
14	<u>Green Dog Walking Update</u> Will be addressed at the Gala.	
15	<u>Succession planning/update on the A/R session</u> The last A/R session was held on April 17 th . Mervyn Barr will stand down as Chairman of WECC after the June meeting. There is a requirement to extend membership of WECC and this can be done at the Gala. Flyers will be going out with the Citizen soon advertising the website, and we could use the other side of the leaflet to advertise how to join WECC. Notes from the A/R session were discussed. These included the call for more members as mentioned above, to continue to improve meeting efficiency, to prioritise written communications in terms of urgency, to make more use of e-mail format, to adopt a "minimum minutes" policy record, to share out tasks better and to discuss honorariums for certain members. The office bearers will meet to discuss these items, including honorariums.	Office Bearers
16	<u>Correspondence</u> There is a Public Exhibition regarding the duelling of A96, for which our nearest locations will be the Leys Hotel, Blackburn, May 20 th , or the Kintore Arms Hotel, Inverurie, May 21 st . Both events are 12 noon-7pm.	
17	<u>AOCB</u> 1. Angela Allan has met with Glen Adcock of AHP, who are hoping to run an Independent Living course for Secondary age pupils in the area. They are also hoping to ask young individuals to join the Board of Directors. The Learning Community Partnerships have the 'go ahead' to start running, and any updates will be circulated. 2. Angela also asked if there were any plans for another Planning for Real exercise in the near future. This will need to be discussed, and could be raised at another A/R session. 3. Our meetings are now held in the Holiday Inn as guests of the management. It was agreed that WECC would make a payment of £25 for each of the 10 months that we used the meeting room. The secretary will write to Bill Burnett, and suggest that we make a payment at the same when paying for the AGM. 4. Christmas Event to be put on the agenda for the June meeting.	John Imrie
18	<u>Date of next meeting</u> Thursday 11 th June 2015, 7pm, Holiday Inn, Westhill Drive	

Becky Ferguson
Minutes Secretary

Date raised	Action	Who?
Early 2015	Storage Container – acquisition of container and location	Andy Duggan
May 2015	Editing of Draft policy of presentations	John Imrie
May 2015	Contact Mens' Shed regarding notice boards	John Imrie
May 2015	Contact MJ Mapp regarding the toilets at the Shopping Centre	John Imrie
May 2015	Urban Gulls leaflets to be circulated with Bulletins	David Ritchie
May 2015	Contact Steve Walker at Stagecoach regarding attending meeting to discuss the issues raised at the Garioch Bus Forum	John Imrie
May 2015	GALA DAY	EVERYONE
May 2015	Editing of 'Protocol – Use & Maintenance of WECC Website & Facebook page'	Kieran Rorie / John Imrie
May 2015	Article regarding joining WECC on the website	David Ewen
May 2015	Discussion regarding last A/R session plus review of honorariums	Office Bearers

TREASURER'S REPORT FOR W&ECC MEETING 14/5/15					
	GENERAL FUNDS	ADVERTISING PRE-PAID FOR REMAINDER OF 2015	MAKING IT REAL FUND	LITTER CAMPAIGN FUND	TOTAL
FUNDS IN BANK AT 9/4/15	20317.15	13890.00	3972.62	1180.49	39360.26
Receipts in period 10/4/15 to 14/5/15					
Bulletin advertisers-spring issue	370.00				370.00
Payments in period 10/4/15 to 14/5/15					
Donations to Community Groups (5 donations)	-1900.00				-1900.00
Sundry cash Expenses	-7.99			-13.41	-21.40
Summer Bulletin honorariums	-400.00				-400.00
John Imrie- expenses for hanging baskets	-100.00				-100.00
Rosemary Murray- reimburse Scarecrow workshop costs	-45.53				-45.53
Information Commission -annual renewal	-35.00				-35.00
D. Ritchie- reimburse Xmas lights refurbishments bill from Blachere	-244.17				-244.17
FUNDS IN BANK AT 14/5/15	17954.46	13890.00	3972.62	1167.08	36984.16

Funds in bank include £18,000 in Santander Business bond at 1.1% interest