

MINUTES OF THE MEETING HELD ON 13TH AUGUST 2015 IN THE HOLIDAY INN, WESTHILL

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

Members of Public/Invited Guests		
PC Gary Christie	Aileen Swaffield	Kate Lumsden
Bill Burnett	Peter Redhead	

	Item	Action/ Attention
1	Chairperson's welcome and opening remarks Audrey Findlay opened the meeting, welcoming members and guests	
2	Apologies Stuart Kane, Mervyn Barr, Cllr A Allan	
3	Review and Approval of the Draft Minutes of Meeting 10/06/2015 Proposed: Rosemary Murray Seconded: Raymond Swaffield The minutes were approved by the meeting.	
4	Matters Arising <u>Storage location:</u> WECC have arranged storage facilities at Broomfold owned by Grant Williamson (Rotary Club) for the hanging baskets and associated items. We have still to confirm if this location is also suitable for the Xmas lights currently stored at MPH at Birchmoss. <u>Meeting with MJ Mapp re Shopping Centre:</u> There has been no response to the 2 emails sent to Patricia Beegan regarding the actions / agreement from the meeting with her in May and subsequent emails. Another email was sent on 28th July (no response yet) requesting an update on a number of outstanding issues including the maintenance of the new landscaped areas facing onto Old Skene Road and Westhill Drive that are covered in weeds and unsightly. She is currently on holiday	

MINUTES OF THE MEETING HELD ON 13TH AUGUST 2015 IN THE HOLIDAY INN, WESTHILL

	<p>but she is due to be in Westhill next week for a meeting and the secretary will try to arrange a meeting with her. Cllr Walker has been in communication with her regarding issues with the landscaping.</p> <p><u>Garioch Bus Forum - Communication with Stagecoach:</u> A meeting with Stagecoach took place on 12th June attended by Cllr Walker, WECC representatives and others. For information on updated bus routes and timetables through Westhill starting on 16th August, please see Cllr Walker's website page.</p> <p><u>Succession Planning / Update on the A/R session</u> - see item 12</p> <p><u>Fencing in lane at rear of Mens Shed:</u> The secretary had emailed Aberdeenshire Council regarding the state of disrepair of this fence. Cllr Walker has also been dealing with this issue. Please see Cllr Walker's monthly update.</p> <p><u>30mph limit at Broadshade</u> : Awaiting information.</p> <p><u>2016 Calendar:</u> There is not enough time for this to be progressed this year, and therefore WECC will not be producing a 2016 calendar. It may be considered for next year.</p> <p><u>Gala Football Tournament:</u> WECC were advised at the June meeting by a resident regarding the 'length of time it took for the preliminary rounds of the primary schools football tournament to be completed'. The secretary did not consider that there is enough detail to pass this on to the organisers of the Gala. It would also seem appropriate that the resident should be advising the primary school of his concerns so that they can follow up on this. WECC has no involvement with the Gala or football tournament organisation. No action taken.</p> <p><u>Art Feature at 'Gateway to Westhill'</u> - see item 14</p> <p><u>School Safety Signs, Trees and Street Lights in Kinmundy Drive:</u> Cllr Aitchison has followed up on these issues with Roads Dept, and a reply was provided from them. The School Safety signs are all due to be replaced. It has also been stated that some trees in Kinmundy Drive will be removed and some will be pruned by Landscape Services. However although this will resolve the issues with some of the new street lights, it will not resolve the issues with the size and unbalanced shape of the trees, the overhanging of gardens and street, and blocking of light into some houses. The secretary who is a resident of Kinmundy Drive is having a further email dialogue with Roads/Landscape Services to persuade them to resolve all the issues with the trees at this point in time.</p> <p><u>Closure of Footpath between Eastside Drive and Hillside Road:</u> The closure of the footpath is due to crumbling and aging of the concrete steps making them unsafe. This item will be updated by Cllr Walker at the meeting.</p>	John Imrie
5	<p><u>Police Report</u> Attached as PDF.</p> <p>Following last month's meeting, the question was raised regarding the manning of the Police Station. PC Gary Christie answered this question explaining that police officers who work across the Garioch area are based at Inverurie but there may be officers who are based at Westhill. The office is not manned 24/7.</p>	
6	<p><u>Time slot for residents questions and comments</u> There were no questions or comments raised.</p>	
7	<p><u>Presentation by Bill Burnett on the Holiday Inn development</u> Bill Burnett introduced Peter Redhead, the architect for the Holiday Inn extension. The bedroom extension is due to start on October 16th and is expected to last for around 9 months. To avoid disruption, the builders will be based in the car park behind the Glentanar lounge, to ensure accessibility to the hotel and facilities. New structural steel work has to be installed in through Scots Bar to the basement. The bar will have to close for a short time.</p>	

MINUTES OF THE MEETING HELD ON 13TH AUGUST 2015 IN THE HOLIDAY INN, WESTHILL

	<p>An area underneath the new bedroom extension adjoining the benched area outside the Glentamar lounge will be empty and the plan is to apply for planning permission to extend the Glentamar lounge into this space. It is hoped that this new planning application can be completed at the same time. It will not affect the bedroom development programme. Questions were raised over the provision of parking, especially as increased business would be expected with expansion of the eating area. The most recent car parking study showed that there is adequate provision and there is a formal agreement in place with Aldi stores for overspill parking. Questions were also raised over how the Aldi cameras can differentiate customers. It was stated that the Aldi system is from 8am - 10pm approximately, and the agreement for Holiday Inn guests is outwith these hours.</p>	
8	<p><u>Ward 13 Councillors' Reports/Updates</u> Cllr David Aitchison – nothing to report Cllr Amanda Allan – not present Cllr Ron McKail – A letter was received regarding traffic congestion at the B979 junction at Mason Lodge. This has been passed on and a survey will be conducted by Aberdeenshire Council. Speed is still a concern on the Brodiach Road, so the speed device will be put up in this area to monitor the speed. One initiative which Community Safety is going to roll out is having medical & next of kin details in the unused 'tax disc holder'. Cllr Iris Walker - <u>Westhill Police Station</u> At last, an official response from Police Scotland on the back of enquiries from residents and staff after the council service point was re-located to the library: “The Westhill Office remains a staffed station as before (we have not changed the uniform presence in the office) and obviously when divisional staff are on duty they will answer the door. The Westhill office also has signage about contacting 999 and 101 and has an intercom phone linked to the service centre for anyone to use” <u>Broken/vandalised fence near Mens Shed/Wrights Walk</u> Landscape Services have today (Monday 10 Aug) confirmed that for safety reasons, they will remove the remainder of the fence by the beginning of next week. There remains an issue on ownership and what happens next will depend on land ownership. The council records show the land as open space. It may be that it was sold on when the properties at Wrights Walk were built, so responsibility may lie with the residents. Estates are investigating this and I have asked nearby residents to get in touch if they have further information on their title deeds etc. <u>30mph speed limit extension/extension of lighting near Community Church</u> Roads/Planning is aware of this request and will respond in due course. <u>Maintenance (or lack of) at Westhill Shopping Centre</u> There still seems to be a breakdown in communication over maintenance at the shops. The grass has been cut but the shrubs remain overgrown. I have sent further photographs to MJ Mapp (Patricia Beegan is on leave until 17th Aug), and they have promised to get it sorted out asap – ideally before Patricia pays Westhill a visit next week! Contact has been made, and this should be rectified. <u>Vandalism at Arnhall Moss</u> Following reports of vandalism and fires in the area, the Ranger is coming to give the Moss a tidy up on Friday 21st August, if anyone is free to give a hand. Please contact Cllr Walker if you can attend. <u>Closure of Footpath between Eastside Drive and Hillside Road</u> This footpath has gone beyond simple repair, and is to be closed, as the only other option rather than building new steps for £50,000. It will cost £9,000 to remove, which can be funded from other savings. Other paths in the area could be constructed and resurfaced (including disabled access) within the 2015/16 financial year, however other resurfacing in the area would have to wait until 2016/17 financial year. If this path is to be closed permanently, it must be made</p>	

MINUTES OF THE MEETING HELD ON 13TH AUGUST 2015 IN THE HOLIDAY INN, WESTHILL

	<p>safe to ensure it is inaccessible. Currently, people are still accessing it despite the barriers. There were mixed opinions in the room, and it was concluded that it would be a good idea to consult residents in some manner, as it is an important and well used thoroughfare. All four Councillors will work together to discuss this and come back to WECC.</p> <p><u>Westhill rezoning consultation</u></p> <p>This just came through today, with the consultation evening being held on September 10th at 7pm at Crombie Primary – the same night as our AGM.</p> <p><u>Boundaries</u></p> <p>The tip of the Arnhall Ph3 site at the junction of the B9119 and the A944 at the entrance to Westhill is within the Aberdeen City boundary. It was suggested that we should try and get this rezoned into Aberdeenshire. This site is the 'gateway' to Westhill, and it is important that whatever happens we keep an eye on any planning applications. Further information was requested.</p>	<p>Ward 13 Councillors</p> <p>Cllr Walker</p>
<p>9</p>	<p><u>Website Strategy Group Report</u></p> <p><u>General</u></p> <p>The number of views remains modest (100+ on a good day). The main driver for web traffic is expected to continue to be Facebook.</p> <p>As discussed previously, we shouldn't necessarily judge the success of the website by the number of views (which could be quickly inflated with harder, controversial material); rather, we should see it as a repository for information about WECC and as a source of community news.</p> <p>When it comes to getting people's attention, images are important. David is building our bank of photos by sourcing free stock pics (which we can use as generic illustrations) and taking his own.</p> <p><u>AWPR</u></p> <p>We've added a new section (at John's suggestion) dedicated to the AWPR. Previously it had been a sub-page of Planning. Clearly construction will have an impact on local travel, so we'll aim to keep residents informed with updates on the Home page as well as the dedicated page.</p> <p><u>Charities / Businesses</u></p> <p>An article is to appear in the next edition of the Westhill Bulletin encouraging businesses – as well as charities – to let us know what services they offer the town. The info will forward to David, who is building the "Businesses" and "Groups and Services" pages as an array. In addition we're appealing via the website to charities and social enterprises to share info about events etc. so this can be used as news on the Home page. Two recent examples include the Lions book sale and the community market at Ashdale Hall.</p> <p>It was decided not to give charities the ability to post directly to the website because the number of people who can do this is limited to 10 and the slots should be reserved for WECC members. The same decision was taken with regard to businesses (which may have sought to use the Home page as an advertising hoarding).</p> <p><u>Looking Ahead</u></p> <p>The website needs to be seen as a dynamic platform for promoting WECC. There may be things we can do with its audio-visual capabilities, possibly even with regard to advertising.</p> <p><i>David Ewen</i></p>	
<p>10</p>	<p><u>Treasurer's Report & Bulletin Update (matters arising from)</u></p> <p><u>Treasurer's Report:</u></p> <p>The annual accounts for the financial year to June are being prepared and will be audited soon by Colin Currie.</p> <p>The Business Bond of £18000 with Santander has been renewed for another year, but the interest rate has been reduced from 1.1% to 0.9%</p> <p><i>David Ritchie</i></p> <p><u>Bulletin Update:</u></p>	

MINUTES OF THE MEETING HELD ON 13TH AUGUST 2015 IN THE HOLIDAY INN, WESTHILL

	<p>The production of the autumn issue is a few days behind schedule as the lady at the printer who collates it was on holiday for the last week of July. Printer is still hopeful that they can achieve delivery on planned date of Friday 21st August.</p> <p>The Bulletin editor in the 1990s was George Morrison. He has passed to me his collection of Bulletins going back to the start around 1976, and he has also given me a box of documents re the 'Don't move Westhill' campaign in 1994, and also a box of papers he had got from David Barringer who was the first chairperson of the Residents Association. These include files of newspaper cuttings re Westhill for each year from the early 70s to late 80s.</p> <p><i>David Ritchie</i></p>	
11	<p><u>Sub-group Reports (matters arising from)</u></p> <p><u>Litter Report:</u></p> <p>There was no litter pick in July, as we normally have a one month summer break. Next Organised Litter Pick is on Saturday August 15th.</p> <p>We have been pleased to note that some young families have started joining us at the litter picks.</p> <p>Our request to Aberdeenshire Council to have a litter bin installed at the new bus stop at the Shopping Centre was granted and hopefully this will reduce some of the litter that gathers in that area.</p> <p><i>Aileen & Raymond Swaffield - 01224 740669 - swaffies@talktalk.net</i></p> <p><u>Bulbs and Baskets:</u></p> <p>This year, the floral displays in the hanging baskets and tubs on Westhill Drive, Old Skene Road and Straik Road in Elrick were organised as usual by WECC with the baskets and tubs being hung up in the second week of June. There was a significant effort provided by the Rotary Club of Westhill & District, transporting the plants from Aberdeenshire Council nurseries to Westhill, planting out the baskets and tubs, and finally hanging them up in our town. In particular, WECC must thank John Fraser of Car and Van Hire for providing the transport, and Grant and Dot Williamson of Broomfold for the use of their facilities for storing the plants and the baskets and tubs, and also where the volunteers filled the baskets and tubs with the compost and plants.</p> <p>Bedding plants were also planted at various locations in Westhill including in and around the raised bed on Westhill Drive opposite Denman Park, and adjacent to the Rotary 'Welcome to Westhill' stone on the A944. The Trinity Church have also put up hanging baskets and planted out their garden on Westhill Drive.</p> <p>Please note that all this work is carried out by volunteers from WECC, the Rotary Club, and Trinity Church, and all the plants are supplied by Aberdeenshire Council Landscape Services. - <i>John Imrie</i></p> <p><u>Art Project and other items:</u></p> <p>On 29th June, I attended the meeting organised by Rev Stella Campbell and Chris Pinnell to look at the possibility of developing a Community Garden in the walled garden at Pitcairn Lodge. I suggest that the WECC maintain an interest in such an exciting project. I will be happy to be the WECC representative, with the approval of other members.</p> <p>Westhill Art Project (WAP) - We have had a break from activities since Gala week. Our next meeting is scheduled for 31st August, when we will start planning for Christmas, with a workshop and community involvement in making decorations for the shopping arcade.</p> <p>WECC Festive event – see item 13.</p> <p>With the many changes which are happening in the Community Learning & Development remit of Aberdeenshire Council, the WAP will no longer have the support of one designated CLD worker. We will continue to record and distribute the minutes of our meetings, keeping WECC informed of our community art activities. We also expect to be an integral part of the next stage in the installation of a major piece of Public Art in Westhill (see item 14).</p>	

MINUTES OF THE MEETING HELD ON 13TH AUGUST 2015 IN THE HOLIDAY INN, WESTHILL

	<p>The Charities stall at the Farmers market on October 3rd is booked, so we can start on Christmas decorations and consultation on the Art Feature. <i>Rosemary Murray (WAP team leader)</i></p>	
12	<p><u>Succession Planning/Update on A/R Sessions</u> Our AGM is on September 10th, and currently nobody has volunteered to take on the position of Chairperson. We are always on the hunt for new members – Kate Lumsden has indicated that she would be willing to stand as a Community Councillor. She will be on holiday over the AGM, however can still be nominated as a member. One of the discussions at the last A/R sessions was that of honoraria, where the office bearers were given the task of discussing these and adding additional. Currently, the Bulletin team receive £400 per bulletin, and Minutes Secretary receives £40 per month. The office bearers are proposing that 3 additional honoraria are given. These are:</p> <ul style="list-style-type: none"> • David Ewen for setting up the new website and carrying out the role of 'Webmaster' – suggested £75 per month • Kieran Rorie for his assistance in setting up the new website and Facebook page and carrying out the maintenance role for both of these – suggested £50 per month • John Imrie for his role as secretary, as well as additional organisational and admin tasks including planning applications and new developments, communications, meetings and discussions with Aberdeenshire Council officers, and other related tasks – suggested £100 per month. <p>These honoraria will be reviewed yearly. These honoraria were agreed by the meeting after it was confirmed that there were sufficient WECC funds. These will be paid in September.</p>	
13	<p><u>WECC Events</u> Christmas Event – Rosemary has volunteered to be coordinator but we require at least 5 people to be responsible for activities to be arranged and actions carried out. Descriptions of the roles and responsibilities have been prepared by Rosemary. Details on separate attachment. Without 5 volunteers, we cannot expect the event to be a success. Therefore we are requesting members to be prepared to take on specific roles. We also need to agree and confirm the date and time - Saturday 12th December 2015, 4.30 to 5.30pm. The team leaders for each of the 5 areas are as follows:</p> <ol style="list-style-type: none"> 1. Tree / lights / local personality for the switch-on – David Ritchie. He will contact Dunecht Estates regarding the tree, and work in conjunction with the Men's Shed on the base. 2. Hot chocolate and nibbles – Audrey Findlay. She has spoken to Bill Burnett (Holiday Inn) who is offering hot chocolate and mince pies. Local stores will be contacted and asked to provide nibbles. 3. Decorations and music – Rosemary Murray will look after the decorations with assistance from the Mens Shed, and John Imrie is contacting the local churches to see whether they would like to be involved specifically with the music and Christmas songs / carols. 4. Publicity – Kieran Rorie and David Ewen will work together on this. 5. PA system / photos / video – John Imrie will arrange for the provision of a PA system. Rosemary Murray has been in touch with the Administrator at Gray's School of Art regarding the possibility of a student taking on the photos as part of their portfolio of work. There is also the possibility of another person being available to take the photos (details tba). <p>It was also suggested that we ask John Fraser of Westhill Rotary to be the MC for the event.</p>	<p>David Ritchie</p> <p>Audrey Findlay</p> <p>Rosemary Murray John Imrie</p> <p>Kieran/David E</p> <p>John Imrie Rosemary Murray</p> <p>John Imrie</p>
14	<p><u>Art Feature at the 'Gateway to Westhill'</u> The secretary has written an article for the Bulletin, explaining the background to the proposed Art Feature, and that its focus can be part of the celebration for the</p>	<p>John Imrie</p>

MINUTES OF THE MEETING HELD ON 13TH AUGUST 2015 IN THE HOLIDAY INN, WESTHILL

	50 th birthday of Westhill in 2018. The next stage will be to consult and gather comments and feedback from local residents and groups, and businesses, before we put together an 'Artists Brief'. We also want to let everyone know of the potential locations and encourage as much support as possible.	
15	<p><u>AGM agenda</u></p> <p>The Aberdeenshire Council Garioch Area Manager, Douglas Milne has confirmed his availability as our guest speaker at the AGM. He will speak about the importance of the role of the Community Council in supporting the Westhill community and its relationship with Aberdeenshire Council. We also hope that he can advise on the new Scottish Government Community Empowerment legislation and how that affects communities. The AGM is on September 10th.</p>	
16	<p><u>Turnpike Stone</u></p> <p>The stone was relocated adjacent to the A944 / B9119 junction by Bert McIntosh's company, having been removed when the roundabout was replaced with traffic lights and the road realignment was carried out. The stone is in need of some maintenance. It needs a good scrub to remove the build-up of green 'stuff' on one side and possibly the application of black paint to some of the lettering. A volunteer or volunteers are required. Raymond Swaffield volunteered.</p>	Raymond Swaffield
17	<p><u>Correspondence</u></p> <p><u>Site adjacent to Skene Health Centre</u> Planning permission appeal regarding the site adjacent to Skene Health Centre. The appeal was dismissed by the Scottish Government reporter as previously circulated.</p> <p><u>CALA Bursary</u> CALA Homes North is launching a £10,000 bursary, where anyone in the area can apply for funding. Whilst we may not need this ourselves we can point other groups to this funding. The Art Project may benefit from funding for the Art Feature. Cllr Walker stated that she would forward this info to SensationALL and the Wheelers.</p> <p><u>Fairer Scotland Community Council Event</u> This event is in Glasgow, on Wednesday September 16th, and is about the role of Community Councils and how they can shape Scotland's Future.</p> <p><u>Working Together Effectively Training</u> This is on Wednesday September 9th, 7-9pm in Banchory Primary School, with places to be booked by August 28th. This is organised by the Garioch Area Community Council Forum, and is a great opportunity to learn and also talk to others within Community Councils. The following stated that they would like to attend: Kieran, David Ritchie, Rosemary, Audrey, John, Andy. The secretary will book places.</p>	John Imrie
18	<p><u>AOCB</u></p> <p><u>History of Westhill</u> – David Ewen asked if there were any local historians he could contact. Jim Fiddes, of Skene Heritage Society, was mentioned. Other individuals in the area who have been in Westhill for a number of years may also have lots to talk about which could be very beneficial.</p>	David Ewen
19	<p><u>Date of next meeting</u></p> <p>The AGM is on Thursday 10th September 2015, 7pm, in the Holiday Inn, Westhill Drive, followed by our monthly meeting.</p>	

Becky Ferguson
Minutes Secretary

MINUTES OF THE MEETING HELD ON 13TH AUGUST 2015 IN THE HOLIDAY INN, WESTHILL

TREASURER'S REPORT FOR W&ECC MEETING 13/8/15					
	GENERAL FUNDS	ADVERTISING PRE-PAID FOR Autumn & Winter issues	MAKING IT REAL FUND	LITTER CAMPAIGN FUND	TOTAL
FUNDS IN BANK AT 12/6/15	17513.20	9260.00	3972.62	802.76	31548.58
<u>Receipts in period 13/6/15 to 13/8/15</u>					
Bulletin advertisers-summer issue	3364.00				3364.00
Bank interest and Santander bond Interest	198.08				198.08
Scaffold tower hires	30.00				30.00
<u>Payments in period 13/6/15 to 13/8/15</u>					
Chairman Expenses- domain names purchases & Citizen flyers printing	-236.10				-236.10
Chairman Expenses- items for Gala day	-309.93				-309.93
Purchase of damaged gazebo from Aberdeen Lions Club	-65.00				-65.00
Bulletin sundries & postages	-84.45				-84.45
Autumn Bulletin honorariums	-400.00				-400.00
Members mileage & other expenses	-10.00				-10.00
Fee to Minutes Secretary for March to June	-160.00				-160.00
Ray Swaffield- reimburse purchase of litter bags				-13.41	-13.41
Holiday Inn -Buffet & drinks after June meeting	-146.50				-146.50
FUNDS IN BANK AT 13/8/15	19693.30	9260.00	3972.62	789.35	33715.27

Funds in bank include £18,196.53 in Santander Business bond at 0.9% interest