

## MINUTES OF THE MEETING HELD ON 11<sup>TH</sup> FEBRUARY 2016 IN THE HOLIDAY INN, WESTHILL

Community Council		
Name	Position	Present
(vacant)	Chairperson	X
Audrey Findlay	Deputy Chairperson	✓
Becky Ferguson	Secretary	✓
David Ritchie	Treasurer	✓
Shona Collins	Minutes Secretary	X
Mervyn Barr	Member	✓
Alan Eastell	Member	✓
David Ewen	Member	X
Bill Loudon	Member	X
Rosemary Murray	Member	X
Kieran Rorie	Member	✓
Ken Seward	Member	X
Raymond Swaffield	Member	✓
Kate Lumsden	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		
Angela Allan	PC Jennifer McNulty	George Rorie

	Item	Action/Attention
1	<p><b>Chairperson's welcome and opening remarks</b> Audrey Findlay opened the meeting, welcoming those who were in attendance.</p>	
2	<p><b>Apologies</b> Gurudeo &amp; Patricia Saluja, Ken Seward, Bill Loudon, Shona Collins, David Ewen</p>	
3	<p><b>Review and Approval of the Draft Minutes of Meeting 14/01/2015</b> Proposed: Alan Eastell Seconded: Kieran Rorie The minutes were approved by the meeting.</p>	
4	<p><b>Matters Arising</b> <u>Update on Shopping Centre:</u> The Office Bearers met with Marc Mills of M JMapp on 2<sup>nd</sup> Feb. Notes on this meeting were circulated to all WECC members and Ward 13 Councillors. A number of items were discussed, including the slippery slabs, the large puddles which arise, Veterinary practise parking, the ANPR system, disabled parking signs, Christmas lights, morning lighting, the promised Art feature, new notice boards, cleaning of the older frontage, the possibility of a new bench, a barrier for the pedestrian crossing and also communication between WECC and MJ Mapp. A mixed response to these items occurred, with some positive and some sadly negative. However we will not give up on a number of items and will continue to take them forward. Mervyn asked about the leaflets which are printed regarding the art work planned for the Shopping Centre. At the meeting Marc Mills had thought it should be installed around Easter time. We should try and get a date for installation so we can work with them to make sure we put the leaflets out at the right time.</p>	

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	<p><u>Meeting with Doug Milne</u>: A productive meeting was held with Doug Milne on Wednesday 27<sup>th</sup> January. Audrey, Becky, John &amp; Mervyn attended.</p> <p><b>‘Pocket Garden’</b> – The area of land opposite Tesco was the subject of discussion following the suggestion of Bibby Offshore wanting to be involved with something in the community. Doug explained that the Council are planning to cut back the site in Spring, however there were no reservations regarding Bibby taking charge of maintenance.</p> <p><b>Art Feature</b> – The piece of land immediately to your right as you turn onto Westhill Drive from the Tesco roundabout was suggested as a possible location. Doug responded that he saw no problems with the use of this site. As a CC cannot own land it would have to remain as Council property but he believed an arrangement could be made. He also suggested individuals within the Council who could assist with the project.</p> <p><b>Pathways</b> – Following the closure of the path between Eastside Drive &amp; Hillside Road, we expressed our disappointment with this but also the insufficient closure and the current remaining use of the path. Doug explained that repairs and maintenance money is allocated annually in May, however he did explain that due to the recent flooding a lot of the focus is on repairs following damage caused by this. There is money set aside for sustainable transport, however this does not include pathways, as outlined in section 75 of developers’ contributions. Doug will investigate this and see if there is any way around it. WECC expressed concern that this may become a more prevalent problem as the pathways in the eastern side of Westhill are older and many are on a slope/have steps due to the topography of the land. Following the discussion at the meeting, Cllr David Aitchison made it clear that NESTRANS/SUSTRANS would not maintain/repair pathways, but would only be involved in new pathways. Tony Thomasson will be sending notes of his concerns over the closure of this pathway to Doug Milne and to WECC which will be circulated.</p> <p>Angela Allan noted that the AWPR have funding for projects within 2 miles of the route, which if possible as a community environmental project could be viable. It is a very important link path. Becky &amp; Audrey will liaise with Angela on this point. Kieran noted that he attended the Westhill &amp; District Sports Hub Meeting, where it was raised that a number of pathways around Westhill which have been identified as a route for the Westhill 10K are in poor condition and many need repairing.</p> <p><b>Crossing between Shopping Centre &amp; Holiday Inn</b> – Doug agreed to take our suggestion of a barrier to the Roads department and see what they say. He is willing to work with Marc Mills and the owners to find the best solution.</p> <p><b>Meeting last May</b> – A meeting was held in May 2015, where plans were agreed for landscaping along the A944 (in conjunction with Knight Property Group) and several other issues. There has been no communication since then and WECC expressed their disappointment. Audrey has written to Doug about this so he can forward it onto Landscape Services.</p> <p><u>WECC Events – Christmas Event</u>: We will set up a sub-group at the March meeting, to look at the 2016 event. Anyone interested should make themselves known at this meeting or via e-mail if unable to attend.</p> <p><u>Communications Group</u>: see item 11.</p>	<p>Becky Ferguson &amp; Audrey Findlay</p>
5	<p><b><u>Police Report</u></b> Cllr Iris Walker questioned whether speed detection exercises could be reported back to Community Council meetings, specifically the statistics of what has been found. PC McNulty said she would take this back to other officers.</p>	
6	<p><b><u>Time slot for resident’s questions and comments</u></b> Nothing was raised at the meeting.</p>	
7	<p><b><u>Planning Watch</u></b> <u>Golf Course Practice Ground - APP/2016/0009</u>: We have an extension for comment on this application. They are hoping to enhance the practice ground within their course. This may affect nearby residents however we have not had</p>	

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	<p>any communication from any yet. Documents can be viewed online by searching the planning number. Mervyn commented on this application, stating that he could not see anything for ourselves to be concerned with. He also noted that residents on the south side may be concerned about flying golf balls, however nobody has let us as WECC know. Audrey will report the decision of WECC back to the Planner dealing with the case and thank for the extension given.</p> <p><u>Result of planning appeal – House behind 5 Cairnie View:</u> The planning application for a house behind 5 Cairnie View was refused by Aberdeenshire Council, but however was taken to appeal by the applicant. The Reporter who looked at the case has approved the application for planning permission. In his report he stated it was difficult to refuse following the previous permission granted for the other seven houses surrounding the golf course. The document from the appeal was circulated to all WECC members. This is a dangerous precedent which we are not pleased to see.</p> <p><u>Proposed Aberdeenshire Local Development plan examination – Emphasis on importance of the boundary:</u> Following the above appeal, we believe it is important to clarify our position on the importance of the boundary of Westhill. We do not want to see further housing being built over the horizon. We must express these comments again, however we must clarify how it is best to do this. The Local Development plan has gone beyond Aberdeenshire Council now, and we may have to contact the Scottish Government regarding further comments.. We must also protect the golf course itself to ensure building does not encroach further.</p>	
8	<p><b><u>Progress with Art Feature at Gateway to Westhill</u></b></p> <p>Following the meeting held with Doug Milne, we will go forward in meeting with John Glover, and then consider the requirements for setting up a steering group to take this project forward. It is important to plan the details surrounding the feature before jumping into design ideas.</p> <p>Mervyn Barr met with John Glover initially, where John gave a lot of advice regarding the business side of a project like this. Following this, Mervyn wrote up a proposal which was circulated to office bearers. At the meeting held with Doug Milne, Mervyn, Audrey, Becky, and John Imrie this was also discussed. Doug Milne expressed no concern over the piece of land where we are hoping to install the Art Feature. In general, the proposal is to create a feature which celebrates the success of Westhill over the last almost 50 years, along with its history and confidence in the future. Following the creation of this document, Mervyn met with Rosemary and John Imrie to discuss the next steps of this project. John Imrie is happy to work in this group as business liaison officer. The next step will be to include other groups who may wish to be involved. Funding may have to come primarily from local businesses. Audrey had the idea of including many different groups within Westhill, not just art groups. It must also be clarified as to what the feature should represent. Conversation followed regarding ‘ownership’ of the feature, and how to include others. It was concluded that the way to take this forward is unclear, however it must be inclusive of as many as possible. Consultations and other exercises could be helpful. Using the Gala to communicate ideas and get people involved is also an option.</p> <p>Step 1, Becky will circulate the document to all WECC members for comment.</p> <p>Step 2, Mervyn would like to contact Doug Milne to confirm the use of the land, along with support from Aberdeenshire Council.</p> <p>Step 3 will be the next meeting of Mervyn, John &amp; Rosemary, where they will discuss the next step forward and the plans for the Gala.</p> <p>Our Gala stall will be a consultation of the community for this project.</p>	
9	<p><b><u>Co-opting of Shona Collins as member &amp; minutes secretary</u></b></p> <p>Audrey proposed that we co-opt Shona Collins onto WECC. This was proposed by Kieran Rorie, and seconded by Alan Eastell. She was also appointed as minutes secretary, beginning with the March meeting.</p>	

<p>10</p>	<p><b><u>Ward 13 Councillors' Reports/Updates</u></b></p> <p><b><i>Cllr David Aitchison</i></b> The Council budget was approved today, and as expected there are £28 million of cuts within the coming financial year.</p> <p><b><i>Cllr Amanda Allan</i></b> No update received</p> <p><b><i>Cllr Ron McKail</i></b></p> <p><u>Westhill Shopping Centre.</u></p> <p><u>Car Parking Spaces.</u> An ANPR system is to be installed. Three hours parking allowed. Expect this will have a positive effect on reducing long term parking by car drivers using the centre similar to `park and ride` and free up more <b>spaces</b> for shoppers. No plans to have separate parking area for staff. MJ Mapp confirms that the area adjacent to the Veterinary surgery is a service area only, not a shoppers car park nor a parking place for clients using the vet`s surgery.</p> <p><u>Safety Barriers.</u> MJ Mapp confirmed they are <b>not</b> erecting a safety barrier at the pedestrian exit onto the Westhill Drive.</p> <p><u>Directional Arrows.</u> MJ Mapp confirms there is a safety problem regarding vehicles entering and exiting the car parking bays and states "looking to get this sorted as soon as possible".</p> <p><u>Review of Westhill Network Primary Schools Zones.</u> Rezoning of the 4 primary schools has been agreed by the Education Learning and Leisure Committee. Consultation with parents/teachers/pupils/parent councils was successful with the concerns raised being implemented into the report. Rezoning takes effect from August 2016.</p> <p><u>Potholes.</u> Reported potholes on Old Skene Rd to Council and on entrance road to shopping centre to MJ Mapp. An email from Marc Mills confirmed he has this in hand.</p> <p><u>Damaged Railings (Junction with A944 and B9119)</u> Reported the damaged railings at the Tarland junction to Aberdeen Council. Advised that their Roads staff are currently dealing with priority work but will carry out repairs soonest. (Damage to the railings was caused some 12 months ago). An email was received today stating this will happen within the next 28 days.</p> <p><u>20 MPH Dawson Drive. Speeding on Old Skene Road</u> Followed up with Police Scotland a complaint regarding vehicles not complying with the 20 mph on Dawson Drive and also exceeding speed limit on Old Skene Road. Local Inspector has instructed his staff to follow this up.</p> <p><b><i>Cllr Iris Walker</i></b></p> <p><u>Litter n Leadership</u> Aberdeen City Council are working on an initiative to get businesses and youngsters working together to tackle the issue of litter. I have been liaising with Aberdeen City to see how we can roll it out in Aberdeenshire. Officers in the City are just working through the detail at the moment and hoping to launch in schools after Easter. They are happy to provide feedback at that time. I think this would work really well in Westhill and feel it would bring businesses, youth and community groups together. I will update as I get more information.</p> <p><u>Budget</u> The council will set its annual budget on Thursday 11<sup>th</sup> February. Papers are available online at: <a href="http://committees.aberdeenshire.gov.uk/committees.aspx?commid=1&amp;meetid=18393">http://committees.aberdeenshire.gov.uk/committees.aspx?commid=1&amp;meetid=18393</a>. As in Cllr Aitchison's report above, the budget passed with £28million of cuts. Cllr Walker was disappointed that budgets for Mental Health and Community Resilience were not passed. Following the floods, Garioch are missing out on a lot of general day to day help.</p>	
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	<p><u>Dog Poo</u> All three Westhill primary schools are on board with the poster campaign. Some great designs coming through with the youngsters obviously putting a lot of thought in to the issue of fouling in and around school grounds. Winners should be chosen after the mid-term break. Aberdeenshire Council have agreed that the winning designs can be made in to a semi-permanent feature in the school grounds.</p> <p><u>Carnie All Weather Pitch</u> The Sports Hub hosted a meeting this Tuesday, 9<sup>th</sup> February at 6pm in the Holiday Inn for individuals and groups interested in using/sprucing up/maintaining the Carnie AWP. A number of individuals attended with an interest in the pitches, which was a very positive meeting. A new lighting system will be introduced.</p>	
11	<p><b><u>Website Report/Communications Group</u></b> In the build up to the 50<sup>th</sup> anniversary, I've added the first History page (under "The Area"), a summary of the 1960s and 70s. I've also made contact with Elaine Lawson, Community Learning and Development Worker, about gathering some recollections of the town for a Memory page. We have a proposed media protocol to hopefully guide us in getting the best from the Press, social media and our own website. I plan to investigate an online survey feature called PollDaddy – linked to the WordPress package – which could be useful for canvassing community views eg for Art Project.</p> <p>Following discussions last month, a meeting was held with David Ewen, Kieran, Mervyn, Kate, Audrey &amp; Becky to discuss the Communications Strategy/Protocol. David Ritchie was unable to attend but will be included in this group due to his role as Bulletin Editor.</p> <p><b>This group was unanimously approved as the new 'Communications Group'.</b> The proposed Media Protocol was circulated to all members of WECC. It reads as follows:</p> <p><b>General guidance</b> It is recommended that anyone likely to be interacting with the media on behalf of the community council first reads Chapter 13 (Dealing with the Press) of the handbook: <a href="https://www.aberdeenshire.gov.uk/media/4684/cchandbook_000.pdf">https://www.aberdeenshire.gov.uk/media/4684/cchandbook_000.pdf</a></p> <p><b>Dealing with approaches from the media</b> If members are approached by a journalist, they should avoid commenting on anything that has involved or has the potential to have involved criminal activity. As a guide, if the subject isn't suitable for our own website (see separate protocol), we should refrain from offering comment.</p> <p>When commenting, members should seek to offer general observations, couched in non-controversial language, articulating the WECC's adopted stance on issues. They should be careful not to comment on planning applications ahead of the WECC taking a collective view.</p> <p><b>Publicity</b> Media releases can be useful way of raising awareness on local issues and promoting the work of WECC. Potential subjects are too numerous to list but examples might include community engagement events or campaigns. Releases are best sent as emails. It should be kept to around six paragraphs at most, with dates and locations for any events described. "Westhill and Elrick Community Council media release" should appear in the email subject line and the subject of the release (eg Dog Fouling Campaign launched) at the top of the email itself. A contact name should be listed at the bottom along with an email address and phone number. Usually this would be the author. It should also include the chair's contact details for "general WECC matters".</p> <p>Any member of the communications group should be free to write/submit a release, but must first secure the chair or acting chair's approval. When the chair has approved the release, the author should then send it to: <a href="mailto:ee.news@ajl.co.uk">ee.news@ajl.co.uk</a>; <a href="mailto:pj.newsdesk@ajl.co.uk">pj.newsdesk@ajl.co.uk</a></p>	

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	<p>And then, in an email separate to the one above, to David (E), Kieran and Kate for publication on our website and Facebook. We should aim to ration our media releases – 12 a year would be a good working average.</p> <p><b>Social Media</b> Members should be mindful that anything posted on an open forum social media platform (eg Facebook or Twitter) is effectively in the public domain and may be picked up and reported by the media. If a media release is to be issued on a subject, members should refrain from promoting it or discussing it on social media until then.</p> <p><b>The above protocol was agreed unanimously by the meeting.</b></p>	
12	<p><b><u>Treasurer's Report and Bulletin Updates</u></b> Cheque signatories - Becky and Audrey have now replaced Mervyn and John as cheque signatories (in addition to myself). – <i>David Ritchie</i> Spring 2016 Bulletin delivery by printer should be on Friday 19<sup>th</sup> February. There will be Men Shed raffle books to be delivered with the Bulletins. There is 56 pages-worth of advertising in this issue, an increase of 4 pages compared to winter issue. 13 advertisers decided to stop their adverts, but there is 24 new ones. I think some of these are new small businesses that have been set up by folk who have left oil industry jobs. – <i>David Ritchie</i></p>	
13	<p><b><u>Sub-group Reports</u></b> <b><u>Litter Report:</u></b> A rota of volunteers for Litter Picks in 2016 has been drawn up and circulated to those who have responded to our original call for availability. The first organised pick will be at 10:00 on Saturday 20<sup>th</sup> February. We have arranged with Crombie Primary School to borrow our Kit for their Eco Club to carry out Picks in February and March. - Raymond &amp; Aileen Swaffield In addition to the above report, Raymond received an e-mail from Emma Williams at Aberdeenshire Council regarding the pond restoration works in Arnhall Moss, which will begin on February 22<sup>nd</sup>. New information boards will be created, which will include new sightings of wildlife etc. David Ritchie questioned who was responsible for the shrubbery around Aldi. It is believed that they hire another contractor to maintain it. <b><u>Bulbs and Baskets:</u></b> No report received. The garden competition was discussed, as it must be concluded as to who will take this on. Alan Eastell will speak to the gardening club and report back to WECC. <b><u>Art Project:</u></b> No report received. <b><u>Christmas Lights:</u></b> Two of the large Tesco roundabout lights suffered structural damage during the stormy December weather. They have now been repaired by Findlater blacksmiths at Skene at a cost of £180. They strengthened some of the joints to help prevent damage in future years storms. – <i>David Ritchie</i></p>	Alan Eastell
14	<p><b><u>Correspondence</u></b></p> <ul style="list-style-type: none"> <li>• <u>Aberdeenshire Sports Awards Evening:</u> The annual Sports Awards held by Aberdeenshire Sports Council will be held on Friday 18<sup>th</sup> March at The Venue, Garioch Sports Trust, Inverurie. Nominations are open and can be submitted until February 26<sup>th</sup>. Details of categories for nominations were circulated, along with a link to the nomination form.</li> <li>• <u>Westhill &amp; District Sports Hub 'Wellbeing in Westhill' Open Day:</u> In association with the NHS and Mental Health week, W&amp;DSH are holding an open day at the Holiday Inn on May 22<sup>nd</sup>, 10am-4pm. We are invited to attend to represent WECC, as they look to represent all organisations with a view to increasing utilisation and take-up through increased participation whether through club membership, use of facilities or volunteering. This is</li> </ul>	

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	<p>a great opportunity to advertise WECC. David Ritchie will contact and book a stall.</p> <ul style="list-style-type: none"> <li>• <u>Garioch Area Community Council Forum</u>: Next meeting is on March 2<sup>nd</sup>, 7pm in Inverurie. If anyone can attend on behalf of WECC that would be great.</li> <li>• <u>AWPR/B-T presentation</u>: Mervyn updated on the presentation which he attended, stating that it was a great source of information. The Craibstone junction will be the first to open in the area, and it was a very informative event. Expected to be completed in 2017. Perhaps we could have someone come and present the information regarding the effects on us locally – perhaps the AGM. Believed to be on budget.</li> <li>• <u>Request for new Street Name</u>: The development of Offices/Hotel in Elrick contains a new road which much be named. The developers have suggested “Gordon Park” however we can make a suggestion if necessary. It is believed that is the name of the previous owners of the Blockworks. It was decided we would agree to Gordon Park and Becky will convey that decision.</li> <li>• <u>Community Learning Partnership</u>: This will be held on 29<sup>th</sup> February. Audrey will be attending this meeting and will report back.</li> </ul>	
15	<p><b><u>AOCB</u></b></p> <ul style="list-style-type: none"> <li>• <u>Green Dog Walking Campaign</u>: There will be 4000 leaflets delivered with Citizen on Thursday 25<sup>th</sup> February. The school kids are currently working on posters, which could be laminated and put on the fences and areas around their grounds. This is really up to the schools however, but could be done in the same week as the Leaflet drop. Social Media can also be utilised at the same time as this. We could also invite Peter Davidson to interview those involved in the Campaign. Cllr Walker has begun a project of spray painting (biodegradable &amp; environmentally friendly!) any dog poo found in the area. The schools have all wanted their own cans too! This paint highlights the poos for those to avoid, but also to emphasise the problem. The aim is that those who are aware of the Green Dog Walking Scheme are able to tell those who are not about it. The fine for dog fouling has doubled, and individuals will have to be fined to stop people from leaving it. The plan is to empower other Council officers to hand out fines.</li> <li>• <u>Community Resilience</u>: We will invite Colin Gray to come and speak to us in April (or suitable month) about Community Resilience, as many different major incidents could occur in our area.</li> <li>• <u>Resignation</u>: Audrey emailed Stuart Kane today to question his lack of attendance over the last few months. He replied with his resignation, however also attached an e-mail from November in which he emailed the secretary to say that he would be unable to attend meetings but could help at weekends etc. Stuart sent another email apologising for not being entirely clear in his email of November 2015. Unfortunately that means we have another gap in WECC.</li> <li>• <u>Wogle Road</u>: Alan Edwards has copied us in on emails to Echt &amp; Skene CC regarding the Wogle Road and the use of Heavy Goods Vehicles, specifically a certain vehicle which he sees regularly. He contacted both Scott Walker in Aberdeenshire Council and also the Police, and felt the responses were unsatisfactory. Audrey replied that her problem was not only with HGVs, but also other vehicles which use the road carelessly. It may be the case that certain restrictions may need to be placed on the road. Cllr Walker noted that Aberdeen City Council are attempting to close a road to lorries</li> </ul>	Audrey Findlay

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	<ul style="list-style-type: none"> <li>• <u>Parking at the Old School</u>: One recent evening saw around 15 cars parked along Westhill Road outside the Old School, using both sides of the road. It was very difficult to get through, and it would not be accessible for buses or emergency services vehicles. Becky emailed SensationALL to see if there was a special event on, which there was, and they have contacted all users to remind them to be considerate in their parking. Possible alternative sites may be necessary.</li> <li>• <u>Working at heights</u>: Mervyn has written a Health &amp; Safety document on Working at Heights which has been circulated. Lui Forno will be contacted to get his input, and it will be brought back to the March meeting.</li> </ul>	Mervyn & David
17	<p><b>Date of next meeting</b> Thursday March 10<sup>th</sup> 2016, 7pm, Holiday Inn, Westhill Drive</p>	

Becky Ferguson  
Minutes Secretary

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<b>TREASURER'S REPORT FOR W&amp;ECC MEETING 11/02/16</b>					
	GENERAL FUNDS	ADVERTISING PRE-PAID FOR 2016 ISSUES	MAKING IT REAL FUND	LITTER CAMPAIGN FUND	TOTAL
FUNDS IN BANK AT 14/01/16	20511.62	3475.00	3972.62	781.17	28740.41
<b>Receipts in period 15/01/16 to 11/02/16</b>					
Bulletin advertisers- 2016 prepayments		11970.00			11970.00
Bulletin advertisers-winter issue	528.00				528.00
<b>Payments in period 15/01/16 to 11/02/16</b>					
Sundry cash Expenses	-127.57				-127.57
Spring Bulletin honorariums	-400.00				-400.00
Fee to Minutes Secretary for November to February	-160.00				-160.00
Findlater Blacksmiths- repair 2 Xmas lights	-180.00				-180.00
<b>FUNDS IN BANK AT 11/02/16</b>	<b>20172.05</b>	<b>15445.00</b>	<b>3972.62</b>	<b>781.17</b>	<b>40370.84</b>
Funds in bank include £18,196.53 in Santander Business bond at 0.9% interest					