

MINUTES OF THE MEETING HELD ON 14TH DECEMBER 2017 IN THE HOLIDAY INN, WESTHILL

Community Council		
Name	Position	Present
Charlie Love	Chairperson	✓
Heather Brock	Deputy Chairperson	✓
Vacant	Secretary	✓
David Ritchie	Treasurer	✓
Clare Davidson	Minutes Secretary	✓
Heather Coull	Member	X
Raymond Swaffield	Member	✓
Bill Loudon	Member	✓
Dawn Anderson	Member	✓
Kate Lumsden	Member	X
Alan Eastell	Member	X
John Long	Member	✓
Diane Priestley	Member	✓
John Thornton	Member	✓
Ken Stewart	Member	✓
John Hunter	Member	X
Daniel Hay	Member	X
Mandy Duggan	Member	✓
Stuart Bews	Member	✓
Brian Colvin	Member	✓
Chika Edeh	Member	X
Cllr David Aitchison	Ward 13 Councillor	X
Cllr Iris Walker	Ward 13 Councillor	✓
Cllr Ron McKail	Ward 13 Councillor	✓
Cllr Alistair McKelvie	Ward 13 Councillor	✓

Members of Public/Invited Guests		
Alison Cumming (Area Committee officer)	Aileen Swaffield	Heather Cook
PC Gary Scott	PC Samuel Cockburn	Freda M Imrie
Fraser Grove	John Imrie	

	<u>Item</u>	Action/ Attention
1	<u>Chairperson's welcome and opening remarks</u> Chair Charlie Love opened the meeting and welcomed all Members, residents and Councillors.	
2	<u>Apologies</u> Kate Lumsden, Alan Eastell, John Hunter, Daniel Hay, Cllr David Aitchison, PC Steve Middleton (see also item 7).	
3	<u>Appointment of Secretary to Replace Heather Coull</u> Since the last monthly meeting Heather Coull has resigned her post of WECC Secretary. John Thornton expressed an interest in the role and the floor was open for nominations. He was proposed by Bill Loudon, Diane Priestley seconded. John Thornton has been appointed as WECC's Secretary.	
4	<u>Community Councillor photograph (by Photography Club for Bulletin)</u> Bruce from the photography club came to take a group photo of all members for the next edition of the Bulletin.	

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5	<p><u>Review and Approval of the Draft Minutes of Meeting 9/11/17</u> Proposed: Raymond Swaffield Seconded: David Ritchie The minutes were approved by the meeting.</p>	
6	<p><u>Matters Arising</u> Nothing to report</p>	
7	<p><u>Police Report</u> PC Steve Middleton was absent from this month's meeting. Though sent, his emailed apology was not noted in time for the meeting. A new system of reporting has been introduced by Police Scotland. The report should have been submitted by the relevant department, whether or not he was present. PC Gary Scott from the Ministry of Defence (MOD) Police introduced himself to those in attendance and outlined his role within the MOD at Garlogie. He advised the meeting that he was to retire and introduced WECC to his replacement PC Samuel Cockburn PC Samuel Cockburn stood and introduced himself.</p>	
8	<p><u>Ward 13 Councillors' Reports</u> <u>Cllr Ron McKail</u> School Parking Problems. There have been a number of complaints from householders regarding inconsiderate parking by parents in vicinity of primary schools whilst dropping off their children. This is perennial problem relates to different primary schools in our area. Current complaints have focussed on Crombie and Elrick. Householders make comments such as `at school times it is chaos`. Local Police Officer has been involved. Garioch and North Marr CSG have responded by purchasing banners for erection on school gates advising parents to be more considerate.</p> <p>Skene School Safety Concerns. Parents complaining that when their children are crossing the road at the entrance gate to the school visibility of approaching cars is (in their view) limited. No problem if motorists comply with the mandatory speed limit. However vehicles do approach at speeds higher than this including when the 20 mph signs are in operation. Police Scotland does not necessarily accept the parent's view that the road crossing is unsafe. Parents would welcome more road and roadside signage warning that children are crossing. Council are aware that rumble strips/ signs painted on the road/ is the parent choice. I'm expecting to be invited to the parents action group.</p> <p>Peregrine Road Parking Problems. Lorries parking on junctions on this road causing safety issues for other road users. Reported to police who have followed this up.</p> <p>Prime 4 on A944 Traffic Lights out of synchronisation. City officers have now rectified this complaint reported at the last WECC meeting</p> <p>Right to Roam. Westhill Golf Course. Keep out notices are erected on Westhill Golf course which is contrary to the Right to Roam legislation. This complaint has a history and was previously reported has subsequently been raised again. Followed it up with the Area Manager who is in contact with the Enforcement team to get the signage removed.</p> <p>Amenity Garden Site (off Tesco roundabout/entrance to Arnhall/ behind the Westhill Welcome Stone). This very attractive area which I'm advised is council land contains benches and could be a place to relax. Currently requires to be maintained. Reported this to the council and awaiting their response. Cllr Walker advised the previous area manager was looking at including this as</p>	

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	<p>part of the Gateway Art Project. To be discussed with Kate Lumsden.</p> <p><u>ClIr Iris Walker</u> Dial-A-Bus</p> <p>As residents may be aware, the previous Monday to Saturday service operated by Stagecoach was replaced back in September by a Monday to Friday service operated by Central Taxis using two cars and a Saturday service operated by Stagecoach using the existing bus. A comparison has been done to assess the impact on passenger use, comparing the first full three-month period of operation (Sept-Nov 2017) with the previous three months (May to July 2017)</p> <p>The statistics show that the number of passenger trips has increased by 5%, from 2,316 to 2,431 (for three months). The average number of individuals using the services per month has increased by 25 (now 128 people compared to 104 previously). In particular, we have more wheelchair-users making use of the service. Another positive is that we have seen a reduction in the number of requests for transport that cannot be accommodated. When taking bookings from customers the service always aims to allocate people to the most appropriate vehicle for their needs.</p> <p>I personally dealt with a number of initial teething problems for residents, but they were dealt with promptly and the service do not know of any current issues. Many passengers are happy with the service and the passenger trip numbers are showing an upward trend in contrast to an overall downward trend in bus use across the North East.</p> <p>RBS</p> <p>As an update to the letters I wrote to M&S and the Co-op about the possibility of providing further ATMs outside their premises, the Commercial Operations Section Manager of M&S replied saying "I have sent your letter on to the team who look after the provision of ATMs. I know they are keen to look at new opportunities, and your letter will give valuable insight into the needs of the local community. I will keep you informed of any developments as I receive them; I would anticipate this being after Christmas now as we are in our peak trading period".</p> <p>Shopping Centre</p> <p>Following complaints about litter at the shops at lunch times and unruly behaviour by a small minority of Academy pupils, I contacted Mrs Reid, the new HT. I explained that the litter issue had been ongoing for some years and that the community council previously had worked with the schools to try to find solutions. Mrs Reid is keen to share what they already do in school to encourage positive, considerate behaviour in the community and look at what else might be effective. She suggested the Pupil Council could get together with the Community Council on this one, if the new committee is so-minded.</p> <p>Denman Park/Arnhall Moss</p> <p>Residents continue to be concerned about the water quality in the ponds. I am hoping to meet with Steve Gray, Environmental Officer along with SEPA and Scottish Water in January. Feedback on the suggestions below would be appreciated:</p> <p>There are a couple of options open to Aberdeenshire Council to help local residents monitor the water pollution and report the issue directly to SEPA and Scottish Water.</p> <p>One is to change the existing site notices which show the Aberdeenshire Council Environmental Health phone number and replace this with the SEPA and Scottish</p>	
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	<p>Water emails. https://www.sepa.org.uk/contact/contact-us-via-email/ and http://www.scottishwater.co.uk/contact-us/report-a-problem</p> <p>This would allow people to photo the pollution and email it to the SEPA and Scottish Water officers directly.</p> <p>The other option would be to speak to the Westhill Community Council, Arnhall Moss Advisory group, Scottish Water and SEPA to see if a rota from local people could be organised to check the ponds with a visual and “smell” inspection who would then send a photo and email to SEPA and Scottish Water to establish a database of what the ponds and burn are like over time.</p> <p>Coffee grounds</p> <p>Further to the query raised by Costa Coffee via Raymond, Stuart Bews kindly gave me a contact and I duly spoke to Derek McDonald, Industry Support Officer, Aberdeenshire Council. Derek gave a lot of very useful background information and possible contacts for the future – this is an area of development for companies in Scotland.</p> <p>Some of the information provided:</p> <p>There is a lot of interest in recovering and making use of coffee grounds throughout the UK and there are many projects ongoing to use them as growing media, turn them into fertiliser and recover the oils for biofuel etc (this is referenced in a recent report published by Zero Waste Scotland). Many of the companies in Scotland are still at the developmental stage and so I would be unable to share their details with you without contacting the companies first.</p> <p>Opportunities that are publicly available include Revive Eco based in Glasgow (convert the grounds into fertiliser and biofuel) and Aurora Sustainability based in Moray (use the grounds in a growing media for edible mushrooms). Some cafes have also been known to offer the grounds to customers for their own personal gardens however there may be waste transfer issues with this and Costa would need to seek permission/exemption from SEPA to allow this. There are of course food waste collection companies such as Keenan Recycling who operate in Aberdeenshire who could collect this for a fee (this may be competitive with their current collection company).</p> <p>On a different yet similar note, my colleague from Zero Waste Scotland is currently undertaking some work in Aberdeen City and Aberdeenshire to review the waste and by-product resources available and potential business opportunities that could be developed across the area so it may be that this work could help identify some local solutions for this type of material (this could include grounds arising from establishments including and beyond Costa Coffee).</p> <p>Derek will update us with progress on any of the above and I have passed on these details to Raymond so he can update Costa directly.</p> <p>M J Mapp</p> <p>I had correspondence from Marc Mills, our contact for the agent of the shopping centre. He is leaving the company this week and the new contact for anything shopping centre related is Kim Potts.</p> <p>Cllr Alistair McKelvie</p> <p>Recently our Community Police officer has reported back on details of the Northbound Traffic survey on Westhill Dve. In adding this to the previous surveys</p>	
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	<p>completed in summer/autumn, we are establishing a picture of increasing traffic flows, in all directions within our town.</p> <p>I have discussed this with the Shire Roads Officer, & he informs me that a team of Traffic officers are currently involved in reviewing traffic flows around known pressure routes. I await confirmation that Westhill will be included in this programme, which in my view is now a 'hotspot', due to increasing vehicle activity.</p> <p>Shire officials apparently have more accurate monitoring equipment, & I will be requesting that this monitoring extends to the A944/Tesco Roundabout/Elrick roundabout, as well as around our main road arterial routes. The opening of the AWPR will impact upon Westhill, & whilst it will improve journey times in many respects, the A944 is the only route connected to the new AWPR, that is expected to see a rise in traffic flow, estimated at 16%.</p> <p>The results of this can be useful in future as we look to our Local Planning needs, & Infrastructure requirements, to enable Westhill to continue to prosper.</p> <p>I recently attended the Westhill Mens Shed with our Community Planning Officer, to go over the Place Standard initiative, where individuals & groups were asked to consider our Community as it is now, & to look at how this can be improved in future. Interestingly the groups scoring & the individual scoring on topics like Economy, Social, Leisure/Activity, Parking etc. etc, were very similar. It was also notable that several members of the Men's Shed who are not from Westhill, who although not participating, thought that we in Westhill don't know how lucky we are!</p> <p><u>Cllr David Aitchison</u> On 29 November I attended a meeting on the subject of Westhill health & welfare. This meeting was organised by Jill Sowden our Area Community Planning Officer primarily in response to job losses and the difficult economic conditions caused by the contraction in the oil & gas sector.</p> <p>The meeting was very useful, well attended and provided an opportunity for a full and open discussion of issues arising from job loss. Representatives were present from Community Learning & Development, Community Engagement, Housing, Employment Support, Citizens Advice, Westhill Academy, Voluntary Action, Credit Union and Trinity Church.</p> <p>Several projects and events will now be taken forward. At this stage these will be led by a Wellbeing Centre working group and Retirement Fair working group with events being planned for early next year.</p>	
<p>9</p>	<p><u>Christmas Event Feedback</u> Christmas light switch on at the shopping centre held on Saturday 9th December The Christmas event was well attended and WECC received a lot of donations of goodies from local businesses. A pair of glasses was found on the table where the hot chocolate was being served. A picture has been posted on the WECC Facebook page to try and reunite them with their owner. Heather Brock currently has them. The platform pallet is still at the shops which David Ritchie will remove. David Ritchie and Heather Cook will compile a write up for organising for use in coming years. Thank you to Daniel Hay and John Thornton for helping the Round Table with their door to door collections that evening. They had requested help as they were starting the collection that day an hour later than normal due to us using the sound system on the Santa sleigh van at our event. There were a lot of attendees at the event looking to donate. There may be an</p>	<p style="text-align: center;">DR DR / HC</p>

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	<p>opportunity to raise money for charity or local groups next year.</p>	
10	<p><u>Sub-group Reports</u></p> <p><u>Litter:</u> Our Litter Pick took place as planned in November and we collected the usual, disappointing amount of litter of all sorts but mainly discarded food and drink items.</p> <p>This was our last litter pick for this year as we always have a break in the winter months. It is pointless trying to litter pick in heavy frost or with snow cover. Our next Litter Pick will take place on 17th February 2018, weather permitting. <i>Raymond Swaffield</i></p> <p>Raymond Added that he and Audrey Findley (former WECC Chair) have previously had a meeting with the Academy's former head teacher regarding litter at the shops and would recommend that a meeting take place with the new Academy head teacher.</p> <p><u>Bulbs & Baskets:</u> No Report Received</p> <p><u>Gateway Art Project:</u> Kate Lumsden was not present at the meeting however she has submitted the following report (David Ritchie presented the report at the meeting)</p> <p>Holger Lonze our Artist will arrive in Westhill for his first visit and consultation on 11th Jan, the day of our next Community Council meeting. I hope we can arrange for him to meet with us that night. We will be paying Holger's £10,000 first instalment invoice soon as we have received the funds for that from Garioch Area Top Up budget. The question mark 'planted' in November 2016 had broken due to the wood rotting and David R. has removed it from the site <i>Kate Lumsden</i></p> <p><u>Westhill Art Project:</u> Kate Lumsden was not present at the meeting however she has submitted the following report (David Ritchie presented the report at the meeting)</p> <p>We had 500 baubles (280 once most were laminated back to back). I'd like to thank all the ladies who helped to string them and hang them. Quite a few blew away in Storm Caroline but we managed to salvage most of them. Hopefully they still added to the festive feel at the shopping centre <i>Kate Lumsden</i></p> <p><u>Christmas Lights & Trees</u> The 40 street lights were put up on Friday 17th November. FES helped us this year by supplying a van, 3 men and a platform ladder. John Long & John Thornton also helped that day. John Long also helped me to put lights on the small Christmas tree on raised bed on Westhill Drive.</p> <p>The 20ft Christmas tree at shopping centre supplied by Dunecht Estate went up on Friday 1st December. Westhill Men Shed guys help us by fixing the tree supports to ground and getting it up & secured. John Thornton & Ken Stewart also helped to erect it and stayed on to help put lights on the lower part of the tree (after a coffee break at the vets courtesy of Heather B!). The plan was that FES would provide a cherry-picker and operator for putting the lights on top half of tree, but they pulled out at short notice due to concerns re whether they were liable if there was any damage or accidents. I tried to assure them that WECC were liable but that didn't help. Since the weather that weekend was ok and I wasn't available during the week anyway, myself and John Thornton put lights as far up the tree as</p>	

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	<p>we could using the WECC scaffold tower on Sunday 3rd.</p> <p>The tree will be dismantled during weekend of 6/7 Jan and the street lights taken down on Friday 12th Jan. FES will be helping with the street lights again but I will require 2 or 3 WECC guys as well for both operations.</p> <p>I submitted a short response to the Council Consultation papers on Festive Lighting. The points I made were:</p> <ol style="list-style-type: none"> 1. The proposed earliest date that the lights can go up is 1st December, but that is too late to allow us to deal with the street lights and Christmas tree in time on days when folk are available and weather is ok. 2. At least a few of our lights are larger than the 1.5m proposed maximum length. We have spent a lot in last 2 years getting them refurbished so could we continue to use them until they reach the end of their useful life? 3. We will require to employ someone every few years to confirm that the lamp columns our lights go on are still structurally sound. I asked if they would be able to help us find someone who could do this work. <p><i>David Ritchie</i></p>	
<p>11</p>	<p>Planning Watch 4 live planning applications at this time:</p> <ol style="list-style-type: none"> 1) APP/2017/3028 – 20 Ashdale Drive, Westhill - Alterations and Extension to Dwellinghouse. Domestic extension to rear of garage with internal alterations to dwellinghouse. No comments or objections. Public Comment Expiry Date 24/12/2017. 2) APP/2017/2796 – 7 Fare Park Drive, Westhill - Erection of Garage - Erection of garage adjacent to house. No comments or objections. Public Comment Expiry Date 31/12/2017. 3) APP/2017/2958 – Westhill Service Reservoir, Hill of Keir, Blacklaws Brae, Westhill. Full Planning permission for Formation of Underground Water Service Reservoir and Associated Works. Applicant is Scottish water and the scope encompasses the installation of a second treated water storage tank adjacent to the existing reservoir at Hill of Keir north of Westhill. Public Comment Expiry Date 28/12/2017. 4) APP/2017/2959 – Westhill Heights Treated Water Pumping Station. Full Planning Permission for Extension to Pumping Station Building. Applicant Scottish Water and aligns with APP/2017/2958. To ensure the increase in flows for the new transfer main a new set of pumps are required to be installed at the existing treated water pumping station at the bottom of Westhill Heights beside the 12th tee on the golf course. They cannot be accommodated in the existing building so it is proposed to extend the existing building 3mtr. to the west. The building extension will be approx. 3mtr. x 3mtr. and will match the existing building. <p>Fraser Grove applicant of previously discussed planning application</p>	

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	<p>APP/2017/2765, which WECC Submitted an objection against based on the land designation. Mr Grove asked for the view and what evidence WECC had that the land was designated 'Public Open Space' John Long advised that Aberdeenshire council had confirmed the land was designated as 'Public Open Space' which formed the objection by WECC.</p>	
12	<p><u>Update on Kingsford Stadium Development</u> Members meeting held on 30th November. Prior to this meeting Charlie Love, Heather Brock, and Clare Davidson declared an interest in the application and removed themselves as Community Councillors from any discussions held by WECC in relation to the application. Therefore John Hunter stood in as chair at these meetings. Public meeting held 11th December. WECC have submitted comment to the new information submission by the deadline of Tuesday 12th December. Due to the time scale given to WECC by Aberdeen City Council to comment on the application, WECC formed an initial view at the members meeting on the 30th November, views were gathered from the public on the 11th December and the response as drafted by John Long was finalised and approved by members after the public meeting and submitted to Aberdeen City council on the 12th December. Website is to be updated with all approved minutes of meetings and the current submission by WECC. John Long gave an overview of the basis of the comment submitted. Minutes of the three meetings to be circulated in draft form and approved at the next monthly meeting.</p>	
13	<p><u>Treasurer's Report and Bulletin Updates</u> <u>Treasurer's Report:</u> We have received the annual Admin grant of £1,508 from Aberdeenshire Council. Broadstraik Inn have not paid invoice for £220 for the advert they had in Autumn Bulletin. I will have to go in to see them as they are not responding to emails about it. A reminder that members are entitled to claim expenses for costs incurred on WECC business- like mileage for meetings away from Westhill (25p per mile) and printer cartridges if you are printing a lot of WECC documents. Heather Brock and Charlie Love are new cheque signatories. (The Treasurer's Report is attached to these Minutes.) <i>David Ritchie</i></p> <p><u>Bulletin Report:</u> Winter issue was delivered by printer on the expected day. This is time of year I have to contact around 80 advertisers who prepaid for their advert in 2017, to check if they wish to do same again for 2018. I also try to get some of the ones who haven't taken up the offer before, to do so for 2018. They get a 15% discount for pre-paying and it means I only have to send out around 40 invoices each quarter instead of 120! Spring issue deadline for submission is early February. <i>David Ritchie</i></p>	
14	<p><u>Website Report & Communications Group</u> No report received – Looking to set up the group early next year.</p>	
15	<p><u>Correspondence</u> Nothing to report, mainly due to no one monitoring the Secretary Gmail account for the last few weeks</p>	
16	<p><u>AOCB</u> Alison Cumming was in attendance. She introduced herself to all and outlined her role within Aberdeenshire council being to help and support the community councils. Alison advised she attends the WECC meetings at least once a year.</p>	

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	<p>There are E-learning courses available to all community councillors. Members can gain log-ins by emailing Alison.cumming@aberdeenshire.gov.uk. Next Community council forum meeting is on the 6th March.</p> <p>Heather Cook raised the issue of the pathways around Westhill not being cleared of snow/ice and gritted. Cllr Walker advised that Westhill doesn't have any F1 (high priority) footpaths. Cllr Walker then outlined the difference between the F1 and F2 priority paths. Grit bins- If grit bin require to be filled this can be done via the Aberdeenshire Council website and if a new bin is needed then a call should be lodged with Aberdeenshire council.</p> <p>Cllr McKail raised the question, is there a project which we could get pupils involved in within the WECC to try and encourage engagement and involvement with the local schools and pupils.</p> <p>Cllr McKail asked, since now have a new secretary, could the WECC ensure that documents which are circulated are also sent to Local Councillors.</p> <p>Heather Cook asked if WECC could consider organising a 5th November Fireworks Display. This has been discussed before and discounted, mainly for health & safety reasons</p>	
	<p><u>Date of next meeting</u> Thursday 11th January 2018, Holiday Inn, Westhill Drive</p>	

Clare Davidson
Minutes Secretary

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TREASURER'S REPORT	GENERAL FUNDS	ADVERTISING PRE-PAID FOR WINTER 2017 ISSUE	LITTER CAMPAIGN FUND	GATEWAY ART PROJECT	TOTAL
FUNDS IN BANK AT 9/11/17	17858.21	5173.00	751.24	10000.00	33782.45
<u>Receipts in period 10/11/17 to 14/12/17</u>					
Bulletin advertisers-Winter issue	2079.00				2079.00
Transfer of winter issue pre-paid adverts to General Funds	5173.00	-5173			0.00
Annual Admin Grant from Aberdeenshire Council	1507.81				1507.81
<u>Payments in period 10/11/17 to 14/12/17</u>					
Sundry admin Expenses	-88.45				-88.45
XIC- Bulletin winter issue printing	-6077.50				-6077.50
Winter Bulletin honorarium	-400.00				-400.00
Bulletin sundries & postages	-68.00				-68.00
Blachere Illumination - spare bulbs	-23.40				-23.40
Meetings room hires September to December	-200.00				-200.00
Ray Swaffield- reimburse refuse bags for litter-picks			-11.97		-11.97
Xmas tree sundries	-10.01				-10.01
Gateway Art Project-sundry expenses	-16.80				-16.80
Gateway Art Project -1st instalment payment to Holger Lonze				-10000.00	-10000.00
Purchase of ladder to replace stolen one	-146.40				-146.40
Christmas event 9th Dec- Granite City Brass	-150.00				-150.00
FUNDS IN BANK AT 14/12/17	19437.46	0.00	739.27	0.00	20176.73

Funds in bank include £18,493.3 in Santander Business bond at 0.50% interest