

APPROVED MINUTES OF THE MEETING HELD ON 10TH JANUARY 2019 IN THE HOLIDAY INN, WESTHILL

Community Council		
Name	Position	Present
Chika Edeh	Chairperson	✓
Stuart Bews	Vice Chairperson	✓
David Ritchie	Secretary/Interim Treasurer	✓
Daniel Hay	Minutes Secretary	✓ from 7:15pm
Dawn Anderson	Member	✓
Heather Coull	Member	✓
Raymond Swaffield	Member	✓
Bill Loudon	Member	X
John Thornton	Member	✓
Alan Eastell	Member	X
Diane Priestley	Member	✓
Ken Stewart	Member	✓
Kate Lumsden	Member	✓
Mandy Duggan	Member	✓
Brian Colvin	Member	X
Cllr David Aitchison	Ward 13 Councillor	X
Cllr Iris Walker	Ward 13 Councillor	✓
Cllr Ron McKail	Ward 13 Councillor	X
Cllr Alistair McKelvie	Ward 13 Councillor	X

Members of Public/Invited Guests		
Heather Cook	Aileen Swaffield	John M Imrie
Diane Reid	Heather Brock	PC Steve Middleton
Claire Davidson	PC Cockburn	

		<u>ACTION</u>
1	<p><u>Chairperson's welcome and opening remarks</u> The Chair opened the meeting, welcomed everyone, and wished everyone a Happy New Year</p>	
2	<p><u>Apologies & Declarations of Interest</u> Bill Loudon, Brian Colvin, Cllr David Aitchison, Cllr Ron McKail, Cllr Alistair McKelvie The Chair expressed a Declaration of Interest in the proposed new website as he has had previous dealings with John Reid</p>	
3	<p><u>Review and Approval of the draft Minutes of Meetings</u> The secretary went through some small changes to the minutes that had been recommended by John Thornton. Re Planning Watch, the comment by Diane Priestley about the 2 Cafes becoming fan bases for AFC supporters will be removed. The minutes were proposed by John Thornton and seconded by Dawn Anderson.</p>	
4	<p><u>Matters Arising</u> <u>Subgroups</u> The Chair proposed that the subgroups are explained again for clarity. The Vice Chair stated that the subgroups are not fully populated yet and there may be some overlap within the groups to begin with. The current subgroup co-ordinators are:- Governance Subgroup Co-ordinator: Brian Colvin Projects Subgroup Co-ordinator: Kate Lumsden Finance Subgroup Co-ordinator: Dawn Anderson Environment Subgroup Co-ordinator: Ken Stewart Community Liaison Subgroup Co-ordinator: Mandy Duggan, Communication Subgroup Co-ordinator: Chika Edeh</p>	

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	<p>Development Subgroup Co-ordinator: Diane Priestley Events Subgroup Co-ordinator: David Ritchie</p> <p>John Thornton asked about the Events subgroup in relation to greater clarity as to what the various Subgroups and other headings related to. For example, what does Christmas Lights come under? The Secretary stated that the Christmas Lights come under the Events subgroup, along with our stall at the Westhill Gala and other community events and displays.</p> <p>John Thornton also queried the membership of the subgroups, and who was in each subgroup. The Chair stated that he hoped that members would offer to participate in the subgroups that would play to their strong points. There are still opportunities for members to join a certain subgroup which they feel will suit them. The Chair also mentioned that the sub groups may, from time to time, invite members of the public to be Associate Members where beneficial.</p> <p>Action Required- Establish each subgroup and have a list of members for each. Terms of Reference for each subgroup to be confirmed and then published on the website.</p> <p><u>New Youth Group Project-</u></p> <p>The Secretary had invited Andy Keay to this month's meeting to discuss his proposal of a new youth group within Westhill. Andy is away on business and has been invited to the February meeting, A member of the public asked if anyone was aware of who he was. The Secretary stated that he has not met him. However it would be good to hear his ideas at our next meeting.</p> <p>Action Required: The Secretary will circulate the email received from Andy Keay about his ideas prior to the February meeting if Andy is going to be at it.</p>	<p>CE & SB</p> <p>DR</p>
5	<p><u>Police Report</u></p> <p>The Police report was only received at 6pm today and it will be attached separately to the minutes. Tesco Westhill has been affected by theft, the police are monitoring this and are working with the security staff in an attempt to resolve the issue.</p> <p>The Chair asked about security cameras in the Carnie Football pitches area. Cllr Walker stated that the Community Leisure officers are looking at that. PC Middleton stated that they were covering this on their patrols. People regularly congregate there and drink alcohol.</p> <p>The Secretary asked if details about the Neighbourhood Alerts scheme could be put in the Police Report in the Spring Bulletin. Raymond Swaffield stated that he registered for the scheme and receives alerts by emails. People can register for this online.</p>	
6	<p><u>Residents Items from the Floor</u></p> <p>A member of the public raised concerns about traffic congestion at the Tesco roundabout. There are long southbound queues on Westhill Drive in the morning rush-hour and at lunch times, and this is resulting in a lot of cars using the Brodiach Road (Westhill Road). Suggested improvements could include a slip lane for traffic heading into Aberdeen. Cllr Walker advised she will contact the Roads Dept. regarding this issue.</p>	IW
7	<p><u>Update on Kingsford Stadium Development</u></p> <p>The Vice Chair informed everyone that the next Kingsford Working Group will be in February, after the Judicial Review. The outcome of the Judicial Review will not be known by then.</p> <p>The Vice Chair also stated that the Westhill Sports Hub cater for the needs of Sports clubs in the area. However WECC are also welcoming thoughts and opinions from the public on any activities that they may have an interest in that will require new or existing facilities.</p>	
8	<p><u>Planning Watch</u></p> <p>Diane Priestley requested AC planners to extend the due date to Sunday 13th January for WECC's comments on the two planning applications in Kingshill Commercial Park.</p> <p>These are App/2018/2869- Starbucks, and App/2018/2800- McDonalds.</p> <p>Some concerns were raised on the effect these will have on Westhill Shopping Centre.</p> <p>The Planning website has 42 objections and 30 supporters for McDonalds and 50 objections and 7 supporters for Starbucks. The Chair proposed that the Community Council should discuss these. He also stated that there would have to be economic benefit to Westhill in order to support the applications. The two applications should be dealt with separately.</p> <p>Ken Stewart raised a point that they may only want to build if the stadium is built.</p> <p>A member of the public stated that WECC need to look at material considerations. Comments should be based on the economic impact to Westhill, and also the Local Development Plan.</p> <p>There were concerns raised about road safety. Young people will attempt to cross two main roads, particularly at lunch time, to get to the new facilities.</p>	

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	<p>A member of the public raised a concern on the proposed developments being near the entrance to Westhill, opposite to where the Art Project sculpture marking 50 years of Westhill will go. This could take some interest away from the sculpture. A vote was taken on each application. App/2018/2869- Starbucks- The vote was 2 for and 10 against App/2018/2800- McDonalds- The vote was 2 for and 10 against The secretary will submit the objection letters to the Planners by Sunday 13th January, with assistance from Diane.</p> <p>Plan for Affordable Housing on Land Beside Hampton by Hilton. The secretary reminded everyone about the Proposal of Application Notice he had circulated on 20th December for affordable housing beside Hampton by Hilton hotel in Elrick. The applicant would like to come to our February meeting to present the plans. There will also be a public exhibition at Tesco on 6th February.</p>	DP & DR
9	<p><u>Ward 13 Councillors Reports/Updates</u> No Reports submitted this month Cllr Iris Walker Cllr Walker stated that Aberdeenshire Council are still looking for snow wardens in our area. Their purpose is to clear residential areas for those who are not able to do it and so to keep people safe. The Vice Chair raised concerns on the difficulties of applying to become a Snow Warden. It is a long process which includes printing out the form and posting it to Aberdeenshire Council; the process would be more appealing if there was an online application process. Cllr Walker confirmed that there is no personal liability on Snow Wardens.</p> <p>Cllr Walker mentioned that she is looking at getting the Denman Park information stone on Old Skene Rd improved. There are metal brackets on either side of the stone which could have flower baskets for example hung on them to improve it visually.</p> <p>Cllr Walker would welcome thoughts about the future of the public toilets at the shopping centre following the recent vandalism incidents there and the increase in shops with comfort facilities offering longer opening hours. Dawn Anderson asked if the customer toilets were to close, would businesses be allowed to refuse people access to their toilets if they are not a paying customer. Cllr Walker stated permission could possibly be requested from a business for them to allow the public to access their customer toilet under a "comfort partnership" already in place between Aberdeenshire Council and other communities. A member of the public mentioned that there is also a disabled toilet within the public toilets. If this is taken away, it could affect disabled people. There needs to be disabled toilets in the area. Dawn Anderson mentioned that Cones and Candy have a disabled toilet. However, it is not clear if non-paying customers would be allowed to use it. Daniel Hay mentioned that Home Bargains have now restricted access to their toilets. The Secretary stated that a closure of the toilets could potentially result in a public outcry as these facilities are used by many in the community. A member of the public stated that they have witnessed many people using them. John Thornton said that it would be a problem for elderly people and people who do not live in Westhill.</p>	IW
10	<p>SUB GROUP REPORTS</p> <p>Environment Subgroup Ken Stewart updated members on the progress of the environment subgroup. He showed everyone the new signs which will go up around Westhill in an attempt to prevent dog fouling. The signs have luminous eyes which symbolise that someone is watching all the time. There will also be similar smaller stickers for affixing to litter bins. Dawn Anderson suggested that the signs are put high up to prevent people from vandalising them. A member of the public also stated that they need to be vandal proof. The Treasurer advised that the 10 large signs and 20 bin stickers cost a total of £420, but that is after a good discount on the original prices. A member of the public asked who will be watching and what they will do about it. Ken Stewart stated that the dog warden's number will be on the signs, so people can call to report dog fouling.</p>	KS

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<p>WECC logo stickers will be fixed on the signs to inform people of who is doing this.</p> <p>Projects Subgroup Gateway Art Project Submitted Report: The project team thought all would run smoothly when we had £15,000 for the landscaping, but it is not turning out smoothly. Bert McIntosh is doing part of the job and the Council landscaping department were going to coordinate it, but they have come back with a very expensive quote for 'The Wall', so we have a bit of work to do yet. Still hoping it can all be done for the £15,000. Kate Lumsden Cllr Walker spoke to Landscape Services on Tuesday; they are aiming to get a quote from Bert Macintosh by end of this week and tie everything together. Cllr Walker and The Secretary both stated that if the price comes in slightly higher, it should not be an unsurmountable problem. John Thornton suggested that the project group shops around a bit as smaller firms may do it for less. Kate Lumsden stated that they would like Bert McIntosh to do the whole job, however they will look into other options if they need to. Nothing is finalised yet.</p> <p>Events Subgroup Christmas Lights Submitted Report: The Christmas tree at the shopping centre was taken down on Friday 4th January. I was assisted by Ken, Daniel and Lui (Mens Shed). The festive street lights are being taken down on Thursday 10th January. FES Ltd are providing two men. David, Ken and Daniel are helping plus John Long and Tom Cook David Ritchie</p> <p>The big festive lights at Tesco roundabout will not be used again due to the new rules from Aberdeenshire Council that state that the lights cannot be more than 10 kilos and use more than 50 watts. Mandy Duggan asked where these lights will go. David will contact the supplier and try to trade them in for smaller ones.</p> <p>Community Liaison Subgroup Submitted Report: WECC notice board: This is nearly ready. I need to arrange with the shopping centre landlord to put it up. I have the contact details and will make the arrangement within the next week. I might need assistance putting it up. Westhill Market: As soon as the notice board is in place, I will start an advertising campaign, which I expect to be in time for the February market. This will be reinforced when the Spring edition of the Bulletin is distributed with the Market poster on the front cover. I will advise the Ashdale Hall facilities manager and stall holders so they know something has happened. Brian Colvin</p> <p>Governance Subgroup No Governance report has been submitted</p> <p>Communications Subgroup The Chair asked everyone's thoughts and opinions about John Reid's presentation and brief website preview at the last meeting. Diane Priestley thought that it was a good idea and that the website really needs upgrading. Mandy Duggan also stated that the website needs to be improved and that the service offered by John Reid is really good and should be used by WECC.</p> <p>The Chair highlighted that the website was one of the first things as Chair that he wanted to improve. He declared that he knew John Reid as he has done some work previously for the Chair out with the Community Council. He invited John Reid to the last meeting to show his ideas and see if WECC were happy for him to improve the website before deciding whether or not to go ahead with it.</p> <p>Cllr Walker expressed her view that she did not feel that the website is the most important thing to draw people in. Websites are fine for static information however for things like forums and other things, social media will be used more. She was previously the Communications officer for WECC. She suggested that</p>	<p>KL</p> <p>DR</p> <p>DR</p> <p>BC</p>
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WECC need to carefully weigh up the pros and cons of outsourcing web design as problems have been encountered previously by the group.

A member of the public stated that a number of years ago when the current website was being created, it was decided by WECC that the website was primarily to provide information to the community. It was not there for the community to pass comments that needed a response. There will also need to be clear roles for WECC members if and when a new website is created.

The Vice Chair stated that he was not present at the previous meeting, However, he read the presentation and he pointed out that nothing has been set in stone. This reinforces the need for the Communications subgroup and the presentation was just a flavour of what WECC could have. There is room to change elements and work around things in order to develop an updated website which better suits the needs of WECC.

Kate Lumsden expressed her concerns regarding the 'chat' element of the website in terms of potential abuse after decisions have been made, it is difficult to edit these comments as if they are all deleted it shows us to be biased towards a certain side of an argument and we cannot be biased

The Chair stated that if we design a website to be static, it will become redundant within 24 hours whereas if we design a website to be responsive, it will keep it alive. Today's websites are designed to be on multi platforms and this means people can access this information on the go and therefore gain more responses. WECC could look to embed our Facebook page onto the website. The aim is to create more platforms for responses and for information. The Chair stated that he asked John Reid to find the most up-to-date software, John did this and based his presentation on the new software; it is not set in stone and could be changed.

Heather Coull suggested that we look at the website and the Westhill Bulletin together in order for them to both remain relevant. It needs to be planned out.

A member of the public stated that there is a lot of work to run a responsive website. The Chair stated that if we offer Bulletin advertisers the chance to advertise on the website as well as the Bulletin for a small premium, we could have a paid service for someone to run the website, this is just an idea.

John Thornton queried whether the offer of a free website was a good idea. He pointed out that the real cost of any website should also be related to the revenue that website can generate. He stated that the website is something that needs to be thought about. He said that replacing the Bulletin with a new website is something WECC needs to be careful about it, as it could kill the current income stream, so we would need to be careful how we transitioned, if that is what we do, We need to decide how far we are going to take it and how quickly we are going to do it. We could even improve the current website and update it to a more recent version of WordPress.

The Secretary stated that John Reid was hoping to sell the model to other community councils.

Cllr Walker expressed her concerns that the website is not a priority for the community council just now, there is a lot of thought required before we do anything.

The Vice Chair suggested that it is still a good discussion to have to determine what we need in a website and what we no longer need. There is no final proposal set at the moment and nothing shall proceed until the communications subgroup brings forward proposals to WECC for discussion and decision.

The Chair stated that we need to become more dynamic and being dynamic in today's world is about how we come across online.

The website ideas will be looked at within the Communications subgroup and brought back to everyone in the form of a proposal for how to proceed.

Bulletin

Submitted Report:

The 80 invoices to the advertisers who have signed up for the pre-pay option for all four 2019 issues were issued mid-December. More than half the invoices have been paid so far.

The deadline for articles for spring issue is Friday 25th January, but early the following week will be OK
David Ritchie

Finance Subgroup

Dawn Anderson has resigned from her post of Treasurer. She will remain a member of WECC. The Chair proposed that David Ritchie fills the position of interim treasurer until the February meeting. The constitution

CE

DR

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	<p>allows the Secretary and Treasurer roles to be combined. Anyone who would like to be considered for the Treasurer role should email the Chair/Secretary and there will be a formal appointment at the February meeting.</p> <p>Development Subgroup Diane Priestley has been contacted by Kingswells Community Council about the LDP for Aberdeen, Diane will meet with them in due course. Cults and Milltimber are due to have new houses built in the future and this will lead to discussions in the community. There will be a 'drop in' session on the Local Development Plan Main Issues Report at the Holiday Inn West on Thursday 21st February from 12.30 to 7pm.</p>	DP
11	<p>Correspondence There has been no additional correspondence to discuss.</p>	
13	<p>AOCB The Garioch Community Council 'Planning Matters' training event will be held at Gordon House at 7pm on Wednesday 30th January. Members are reminded to return the booking form to Alison Cumming by 25th January. A member of the public asked if there was an update on the proposed arrangement for AC to make all forms for CC members or CC events run by AC to be made available for download from AC website. The Chair stated that there has been no update as of yet.</p> <p>Heather Coull raised concerns about the Chair's earlier comment which she understood to mean that an identified member of the public had been invited to join a WECC subgroup, and she had concerns about the individual's previous comments about WECC on social media. This view was supported by two members of the public present. It was alleged by a member of the public that the vice chair would have seen these comments as he follows those pages on social media. The vice chair indicated he hadn't seen any such comments, but that matters relating to the Kingsford Stadium Development need not be the central focus of every discussion within the community council, particularly where the offer of help from the individual concerned was on an entirely separate matter.</p> <p>The Chair drew the meeting to a close at 9:50pm</p>	
Date of Next Meeting: Thursday 14th February 2019 at Westhill Holiday Inn		

Daniel Hay
Minutes Secretary

TREASURER FINANCIAL REPORT (Receipts & Payments between the December & January meetings)	GENERAL FUNDS	ADVERTISING PRE-PAID FOR 2019	LITTER CAMPAIGN FUND	TOTAL
FUNDS IN BANK AT 13/12/18	21879.91	0.00	727.30	22607.21
Receipts in period 14/12/18 to 10/1/19				
Bulletin advertisers-Winter issue	796			796.00
Bulletin advertisers- 2019 prepayments		9694.00		9694.00
Bank interest	3.88			3.88
Payments in period 14/12/18 to 10/1/19				
Sundry admin Expenses	-60.29			-60.29
Bulletin sundries & postages	-92.06			-92.06
Minutes Secretary Honorarium for Q4 2018	-150.00			-150.00
Secretary Honorarium for 4Q 2018	-400.00			-400.00
Xmas Lights & Tree sundries	-44.99			-44.99
Gateway Art Project-sundry expenses	-58.00			-58.00
FUNDS IN BANK AT 10/1/19	21874.45	9694.00	727.30	32295.75

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Community Council Report

This report covers progress we have made in dealing with your priorities for the Westhill Community Council area during the period **01 December to 31 December 2018**

The report aims to highlight emerging issues in your area, and to provide crime prevention advice and guidance to Community Council members and residents you represent. Our focus is to reduce crime and disorder, help create safer communities and respond effectively to local concerns.

Community Policing Priorities

Antisocial behaviour, Violence and Disorder:

Police will continue to show presence at licensed premises.

There has been 1 incident of vandalism, 5 assaults and 1 incident of Breach of the Peace in this reporting period in Westhill.

We would encourage members of the public to report any antisocial behaviour to Police on 101 at the time to report incidents in order for us to take positive action.

Acquisitive Crime:

In regards to acquisitive crime throughout November there were 4 reports of theft in the Westhill area. Three incidents included a report of theft by shoplifting.

Road Safety & road crime:

During this reporting period, there were 9 reports of road offences which included; no MOT, driving without in accordance of a driving licence, careless driving and fail to stop/ fail to report. The Festive Safety Campaign was a success and finished on 02 January 2019. It included Police across the country conducting a series of high visibility road checks and mobile patrols to deter and detect drink and/or drug driving. As a result, during this reporting period 3 people were charged to road offences. Police acted on information from the community, a drink driver was charged - and although Police can't always act on information immediately, local officers will continue to target those we have information about, in an effort to make our streets safer.

Residents are encouraged to contact Police on 101 at the time to report concerns of drink/drug driving in order for us to take positive action.

Community Engagement & Reassurance

1 person being charged with drug related charges.

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We continue to encourage members of the community to report any suspicious activity.

CPT Officers will be carrying out speed checks in “speeding hotspots” in the Westhill area, in the aim to prevent and detect road traffic offences. The results of those checks will be reported in the Community Council Report in the Spring of 2019.

Breakdown

In December 2018 there have been 16 reported incidents to the Police. That is a decrease of reported incidents to Police from November 2018 where there were 17 reported incidents.

8 of those incidents are detected crimes in the Westhill area, and will either will be reported to the Procurator Fiscal, warned or have been dealt with means of a Conditional Offer or Fixed Penalty.

Contact Us

Please also remember you can communicate with us using any of the following:

- 101 – Non emergency;
- Twitter - @NorthEPolice
- Facebook – www.facebook.com/NorthEastPoliceDivision
- Web – www.scotland.police.uk
- 999 – Emergency;
- 0800 555 111 - Crimestoppers;

Darren Bruce
Inspector
Inverurie Community Policing Team