

APPROVED MINUTES OF THE MEETING HELD ON THURSDAY, 10 DECEMBER 2020 (VIA ZOOM)

Community Council		
Name	Position	Present
Mervyn Barr	Chair	✓
Hilary Benson	Member	✓
Malcolm Collie	Member	✓
Heather Cook	Member	✓
Donald Davidson	Member	✓
Mandy Duggan	Member	✓
Becky Ferguson	Member	✓
Daniel Hay	Member	x
Kate Lumsden	Member	✓
Alan McCue	Member	✓
William Munro	Vice-Chair	x
Gordon Prentice	Treasurer	✓
Diane Priestley	Member	✓
David Ritchie	Secretary	✓
Ken Stewart	Member	✓
Raymond Swaffield	Member	✓
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	x

Members of Public- none

1	<p><u>Welcome and opening remarks</u></p> <p>Chair Mervyn Barr opened the meeting and welcomed everyone. Two members of the public had indicated they would like to join the meeting but in the event didn't make it for reasons unknown. Mervyn emphasised that public participation is always welcome and if guidance is required on how to join in via zoom please contact the secretary weccsecretx@gmail.com in advance.</p> <p>Permission was granted to record the meeting.</p>
2	<p><u>Apologies and Declarations of Interest</u></p> <p>Apologies received from Willie Munro and Cllr Aitchison.</p> <p>Raymond Swaffield declared an interest in a neighbours planning application, but it is not likely to be discussed (and wasn't)</p>
3	<p><u>Approval of Minutes of Meeting 12th November 2020</u></p> <p>The minutes were approved, with two small detail changes.</p> <p>Proposed: Raymond Swaffield, Seconded: Ken Stewart</p>
4	<p><u>Matters Arising/ Actions Update</u></p> <ol style="list-style-type: none"> Bulletin Manager Role – David advised that some additional info has been added. He will now estimate the time spent on an issue so that the honorarium can be reviewed. A succession plan with options will also be prepared.

APPROVED MINUTES OF THE MEETING HELD ON THURSDAY, 10 DECEMBER 2020 (VIA ZOOM)

	<p>2. Set-up of Micro-soft One-Drive – <i>in progress</i> –Malcolm has not progressed this. David advised that Alison Cumming raised it at the Garioch CC Forum last week. The extract from the minutes of that meeting is :</p> <p><i>“Alison indicated that she had been approached initially by Westhill and Elrick and then by Inverurie looking for access to Microsoft products to assist with security and sharing of files. WECC had been communicating with Microsoft to see if, as a non-profit making body they could get the software for free. They had been told that they needed further evidence from HMRC to back up their status and Alison confirmed that she was working with Council VAT Officers to see if we could get an appropriate response from HMRC to satisfy Microsoft. Alison will continue to progress this and will feedback as appropriate”</i></p> <p>3. Bulletin Editorial Policy- the editorial team will discuss wording for an adverts disclaimer before the January meeting. David will see if he can find what was decided on this when it was last discussed some years ago.</p> <p>4. Sculpture Improvement works- North East Hard Landscaping have completed the granite setts and Nicol of Skene have done the path extension and tarring work. It is looking good. The only outstanding actions are to reinstate the topsoil at the path sides and to then re-seed this soil, which NOS will do in the spring.</p> <p>5. From September meeting- We will request a representative from Westdyke Community Club to attend a meeting in early 2021, to give a presentation on who they are and what activities they provide to the community. Donald confirmed he can arrange for someone to give a 10 minute talk at the January meeting.</p>
5	<p><u>Correspondence</u></p> <p>No correspondence received that requires discussion.</p> <p>Mervyn has booked to attend the Scotland Open Government conference on 15th December.</p>
6	<p><u>Police Report</u></p> <p>As circulated and appended to minutes. Current priorities are still anti-social behaviour, drugs and road safety. Public Nuisance incidents have reduced from 28 to 4. The extra patrols and wet weather have contributed to this reduction.</p>
7	<p><u>Environmental Group Update</u></p> <p>Report from Raymond has been circulated. Key points are:-</p> <ul style="list-style-type: none"> - The November joint Litter Pick with Rotary had 30 volunteers. Some difficulty in getting the Council to empty the bin. - The updated Safety Advice sheet is now complete and will be sent to all the volunteers prior to the next Pick in February. - Attended Zoom meeting of the Arnhall Moss Group. Waiting on quotes for clearing the excessive reed growth in ponds. <p>Kate has had an enquiry from a girl doing her Duke of Edinburgh award and wants to help at the Litter Picks. There would not be enough hours in that alone. Mervyn suggested she could get involved in the wildflower garden/bug hotel project at shopping centre that Ben Horsburgh of MAPP has shown keen interest in.</p>

APPROVED MINUTES OF THE MEETING HELD ON THURSDAY, 10 DECEMBER 2020 (VIA ZOOM)

	<p>Gordon will be wanting to borrow the litter pick equipment soon for cleaning up the Lawsondale part of Orbital Trail. The Boys Brigade may be helping with this.</p> <p>Mervyn raised the issue about the red squirrel population in Carnie Woods thriving, but concerns have been voiced about the amount of food put out and the types of feeders used, in that they are encouraging rats. Iris has attended a meeting recently about the Carnie Woods squirrels. There is too many now due to over-feeding but they have started to move to other areas like the golf course. Signage will be going up to advise against feeding except by an approved group. The feeders that the rats tend to go for will be removed. Mervyn suggested that signs also be put up to warn about the diseases that rats can carry.</p>
8	<p><u>Communications Group Update</u> No report this month</p>
9	<p><u>Orbital Trail Project</u> Key points from circulated report:-</p> <ul style="list-style-type: none"> - Project now to be called “Westhill Orbital Trail” - Engaging with some landowners who are not too keen on the project due to previous issues with dogs and youths. - Currently planning the path clearing work required to be done at golf club and Lawsondale sites. - Estimates for project costs have been prepared. <p>Gordon requested approval to start making commitments to spend the £14,000 Council grant. This was granted unanimously.</p> <p>It was agreed that WECC can take on management of volunteers for now and future pruning & litter picking. It was suggested that residents be encouraged to adopt sections of the trail. We think volunteers are covered by WECC insurance, but this will be checked.</p> <p>Cllr McKail advised we may be able to get additional Council funding in 2021 to cover project spend above the £14k already granted. As before, this would be from Developer Obligations and/or the Strategic Fund.</p>
10	<p><u>Planning Matters</u> (Diane Priestly)</p> <p>Diane recapped on what the Planning group have been doing since they were formed earlier this year</p> <ul style="list-style-type: none"> - The group is Diane, Willie, Hilary & Alan. Have had several Zoom meetings - Have commented on both the Shire and Aberdeen LDPs - Participated on consultation on the A944/B9119 transport route - Completed the criteria for assessing planning applications - Looked at the Scottish Gov Planning reform proposals - Commented on the proposed changes to Permitted Development Rights <p>Significant Applications from Weekly List- nothing in past month on the weekly lists, but a new one registered this week is for 7 houses and 56 flats at the former blockworks site in Elrick, adjacent to the Hampton by Hilton hotel. Ref is APP/2020/2249.</p> <p>This is the development that was exhibited at Tesco in February 2019 and the agent gave a presentation at the February 2019 WECC meeting. It is not clear why there has been a long delay in submitting the planning</p>

APPROVED MINUTES OF THE MEETING HELD ON THURSDAY, 10 DECEMBER 2020 (VIA ZOOM)

	<p>application. The only issue we had last year on it was the large number of cars that would be exiting on to the A944. The Planning Team will look at it and draft comments to be submitted.</p> <p>There is a large advertising trailer in the field on A944 opposite Starbucks that is a distraction, not sure if it requires planning permission. Cllr McKail offered to follow up on this.</p>
<p>11</p>	<p><u>Financials/Payment authorisation requests</u> (Gordon Prentice)</p> <p>Matters Arising from 12 November meeting:</p> <ul style="list-style-type: none"> • Community Support Fund: There remains a vacancy on the CSF applications review panel. • Covid-19 Fund Applications: The approved donation of up to £500 to Westhill Community Resilience Support Group is still pending. • Cashflow Forecast: still pending • Project Expenditure Report: This has been prepared to show transparency and to assist with managing cashflow and to show the financial progress of each project; i.e. how the project is funded, how much has been spent, plus progress with reimbursement, if eligible. <p>Financial Transactions in November</p> <p>Income: £625, comprising income from Bulletin advertising income only.</p> <p>Expenditure: £820.50 paid to NEHL for finishing work at the sculpture.</p> <p>Outstanding Commitments: totalled £8,960 at month end. 3 honorarium payments totalling £1,000 for Secretary, Minutes and Bulletin duties for September to November were approved, along with £104.29 for sundry expenses [Westhill in Bloom and Bulletin distribution].</p> <p>Also approved was an invoice for £6,215 for Winter Bulletin printing plus expenses of £258.37 submitted by chair, plus an invoice for £2,460.71 for radio advertising [part of Phoenix town centre project]</p> <p>Contribution from Bulletin – Autumn Issue: the final outcome was £2,505 on sales of £9,296. All invoices were paid.</p> <p>Bank Balances at Month End: £23,268.89</p> <p>Note: A General Reserve target of £10,000 has been agreed to provide for fixed asset replacements, unforeseen contingencies plus any other projects unknown at this time.</p> <p>RBS Offer: RBS [supported by HM government] is offering £1,500 to a group of small business account holders [amongst whom WECC is one] to switch to another bank! It transpired that our status as an unincorporated association of members made WECC ineligible in the eyes of the two banks that expressed interest – Coop Bank and Metro Bank.</p>
<p>12</p>	<p><u>Phoenix Fund Project</u></p> <p>Mervyn reported that the key elements of the project are now live. Northsound1 are playing the advert but not plugging the 'Find Santa's missing Westie' campaign enough, so Ben Horsburgh is speaking to them about that.</p> <p>The car park camera system statistics can be used to compare number of cars. In 2019 there was a total of nearly 1million cars. This year there has been 900,000 up to late November, despite a few months of lockdown when many shops were closed, so full year figure is likely to exceed 1m.</p> <p>The Daily Record had reported on the three large Christmas lights being installed by the Centre contractor upside down. Ben Horsburgh had used the publicity from this to promote the missing Westie campaign.</p>

APPROVED MINUTES OF THE MEETING HELD ON THURSDAY, 10 DECEMBER 2020 (VIA ZOOM)

	<p>Ben is posting daily clues to where the Westie is on the 'Westhill News & Events' facebook page he created recently. Kate will share that to our fb page.</p> <p>The prize giving for the Westie winners will be held at the centre on 21st December (within strict social distancing control measures)</p> <p>There is still around £2000 of Phoenix Fund moneys left for some type of follow-up activity or event in 2021.</p>
<p>13</p>	<p><u>Planting scheme/Hanging Baskets</u></p> <p>Mervyn's draft project plan has been circulated. This is a staged proposal, dependent on co-operation with MAPP, sufficient volunteers and (in parts) permission from Landscape Services.</p> <p>Stage 1 is adding more soil to the green wall area and planting Nasturtiums/Clematis</p> <p>Stage 2 is adding flower troughs to the green wall , using the existing watering system</p> <p>Stage 3 is installing 2 Barrel planters at corner in front of boar sculpture</p> <p>Stage 4 is erecting hanging baskets on poles at Hol Inn roundabout and at boar sculpture corner.</p> <p>Total cost of all this would be around £1600. Ken informed us that some Rotary members are keen to be involved and Rotary may make a financial contribution.</p> <p>Approval was granted to spend up to £1600.</p>
<p>14</p>	<p><u>Ward 13 Councillors Updates</u> Main points from circulated reports, not covered already:</p> <p>Cllr Ron McKail</p> <ul style="list-style-type: none"> • Cycle Route on B9119- Ron asked if we thought this road should be proposed as an additional cycle route. A view was expressed that the road is too narrow for cycle lanes on either side, so it would have to be a path on the grass verge. Gordon has prepared a general report on the cycle lanes in Westhill. He will send it to Ron to be passed on to the relevant Council officers <p>Cllr Iris Walker</p> <ul style="list-style-type: none"> • Offered to follow up on the recent serious flooding issues at the Carnie pitch. • On Litter at Shopping Centre at lunchtimes- is trying to get Academy to be more active in telling the pupils to dispose of rubbish properly. Lows Fish & Chips are now putting out their own bin and doing regular cleaning in area around their shop, so that is helping a lot.
<p>15</p>	<p><u>Close of Meeting</u></p> <p>Mervyn thanked members for their contributions in this very successful year for WECC</p> <p>David thanked Mervyn for the huge amount of work he has put in.</p> <p><u>Date of Next Meeting-</u> 14th January, at 7pm , via Zoom</p>

APPROVED MINUTES OF THE MEETING HELD ON THURSDAY, 10 DECEMBER 2020 (VIA ZOOM)

APPENDIX



GARIOCH COMMUNITY POLICING TEAM VISIBLE, ACCESSIBLE AND EFFECTIVE

Community Council: Westhill and Elrick

Reporting Period: 13 November – 6 December 2020

Previous Reporting Period: October 2020

Current Policing Priorities:

Our current priorities have changed in response to emerging crime patterns and are as follows:

1. **ANTISOCIAL BEHAVIOUR** – Working with partners and robust policing to target those involved in ASB in our communities
2. **DRUGS** – Renewed focus on gathering intelligence to target those dealing and related violence
3. **ROAD SAFETY** – Preventative measures and enforcement action to ensure our roads are safe to use.

Crime Overview and Explanation:

CRIME TYPE	CURRENT PERIOD	PREVIOUS PERIOD
Assault	1	3
House Breaking	0	0
Public Nuisance	4	28
Road Traffic	14, 4 crimefiles	2 crimefiles (9 incidents)
Drugs	1 crimefile	5

Assault – Includes all recorded instances of violence.

Housebreaking – includes all break in's to domestic and commercial premises, including attempted break in's.

Public Nuisance – All youth annoyance and calls in relation to anti-social behaviour.

Road Traffic – all calls in relation to Road Traffic Offences (speeding, illegal parking, obstruction etc.).

APPROVED MINUTES OF THE MEETING HELD ON THURSDAY, 10 DECEMBER 2020 (VIA ZOOM)

Drugs – all reports incidents in relation to drugs dealing and use.

This reporting period has seen

Assaults – This relates to a sexual assault and is detected.

Housebreaking – 0

Public Nuisance – There was no youth annoyance calls during this review period. I would like to take the credit and say our extra patrols have had an immediate effect but the wet weather during most of this period may also have had an impact. The public nuisance calls were all relating to potential Covid 19 breaches and these were dealt with in accordance with PSoS strategy of Engage, Explain, Encourage, Enforce.

Road Traffic Offences- Out of the 4 crimefiles, 1 was for Theft of Motor Vehicle, 1 was for speeding, 1 was for careless driving and 1 was for disqualified driving. 8 of the incidents were minor collisions due to the heavy rain, the rest were various minor incidents.

Drugs - The crimefile is detected and relates to possession of Cannabis

Significant crime/issues within your community:

During the reporting period, there are no significant crimes that would impact the Westhill Community however it is acknowledged that the Public nuisance calls have increased. This will have been a combination of October school holidays, daylight saving and firework night.

Planned Community Policing Activity/Advice:

We are currently carrying out specifically targeted patrols in the Westhill community tackling youth annoyance. Various youths have been traced as a result of these patrols and this is being supported by the residents calling in ongoing issues. We will continue to take robust action to target these individuals.

Police Scotland will also be carrying out a dedicated week of action targeting speeding and anti-social behaviour in towns/village including Westhill.

Conclusion:

We have received only 4 COVID breach related calls during the review period. We continue to attend and deal with these incidents appropriately.

Directed patrols will be increased in the dark evenings to target youth annoyance.