

## APPROVED MINUTES OF THE MEETING HELD ON THURSDAY, 14 JANUARY 2021 (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	✓
Kate Lumsden	Member	✓
Alan McCue	Member	✓
William Munro	Vice-Chair	✓
Gordon Prentice	Treasurer	✓
Diane Priestley	Member	✓
David Ritchie	Secretary	✓
Ken Stewart	Member	✓
Raymond Swaffield	Member	✓
CLlr David Aitchison	Ward 13 Councillor	✗
CLlr Iris Walker	Ward 13 Councillor	✓
CLlr Ron McKail	Ward 13 Councillor	✓
CLlr Alistair McKelvie	Ward 13 Councillor	✗

**Members of Public- Freda** Imrie, Audrey Findlay

<b>1</b>	<p><b><u>Welcome and opening remarks</u></b> Permission was granted to record the meeting.</p> <p>Chair Mervyn Barr opened the meeting and welcomed everyone, with a special welcome to the two members of public present - Freda Imrie and Audrey Findlay.</p> <p>Mervyn mentioned that he had received a couple of emails from WECC Members apologising for not being able to attend some of the group meetings or other activities due mainly to Covid restrictions or health reasons. He reassured all present that this is not a problem and there is no need to apologise. The only thing is, if involved in a project, please let the team lead know that you can't make it. No reason need be given.</p> <p>Mervyn reported that regrettably Daniel Hay has advised that his new job requirements mean he would rarely be able to attend meetings and so he has resigned from WECC. He has indicated that he would still like to participate in volunteering as and when he can. Our thanks to Daniel for his support in getting WECC re-established and when opportunity permits, we will gladly welcome his involvement as a volunteer and maybe even as a returning member. Our best wishes to Daniel for every success in his new post.</p>
<b>2</b>	<p><b><u>Apologies and Declarations of Interest</u></b> Apologies received from CLlr Mckelvie. No Declarations of Interest</p>
<b>3</b>	<p><b><u>Approval of Minutes of Meeting 10<sup>th</sup> December 2020</u></b> The minutes were approved, with no changes. Proposed: Gordon Prentice, Seconded: Ken Stewart</p>

## APPROVED MINUTES OF THE MEETING HELD ON THURSDAY, 14 JANUARY 2021 (VIA ZOOM)

<b>4</b>	<p><b>Matters Arising/ Actions Update</b></p> <ol style="list-style-type: none"> <li>1. Bulletin Manager Honorarium - David advised he will be estimating the time spent on Bulletin so that the honorarium can be reviewed with the Office Bearers. The Secretary honorarium will also be reviewed as it may be assessed as being too high for the role requirements now compared to when it was increased a few years ago.</li> <li>2. <b>Set-up of Micro-soft One-Drive – in progress</b> –Malcolm has not progressed this, partly because the Council Area Office have not advised any progress in helping us to get a response from HMRC that will satisfy Microsoft that we are a non-profit making organisation. Mervyn thanked Malcolm for his patience and persistence on this subject. Separately Gordon is asking for support from the Area Manager on establishing a changed status for WECC. One of the benefits from this would be that we could access Microsoft support.</li> <li>3. <b>Bulletin Disclaimer re Adverts Policy-</b> David has circulated a draft disclaimer that he has copied from the Kingswells News. Willie doesn't think it includes a suitable statement about WECC not endorsing advertised services. Members are asked to look at it and Willie &amp; Donald are asked to suggest the additional statement that can be added.</li> </ol> <p>There was further discussion on the health risks around, particularly, tanning salons. Cllr Walker suggested asking a health professional to talk at a WECC meeting, and maybe we could also aim to put a health article into each Bulletin, like we had for many years by local physiotherapist Heather Wood. It was suggested we form a Health and Wellbeing Group (made up of volunteers Willie, Donald, Hilary &amp; Iris) who offered to help to source health articles for the Bulletin, starting off with one on Melanoma. Terms of Reference for the Group to be drafted.</p>
<b>5</b>	<p><b><u>Correspondence</u></b></p> <ol style="list-style-type: none"> <li>1. Email from resident re having to go to ARI instead of local surgery to get regular blood samples taken. There are particular concerns that in these Covid afflicted times, vulnerable persons are having to make a lengthy return journey into Aberdeen as blood tests are not available for hospital out-patients at Skene Medical Centre. This is because Skene Medical Centre are not on the Secondary Care Blood Hub list. Cllr Walker has been advised that the Centre doesn't meet the criteria, mainly because it only has 1 entry and exit. It was suggested that the Health &amp; Social Care Partnership Chairperson be invited to speak at a future meeting. The issue will be kept open on agenda to see if we can help to achieve any changes.</li> <li>2. David advised that resident Mr John Imrie has suggested that we purchase buckets and shovels to place in grit/salt bins to help residents who are willing to grit their pavements and roads when they are icy. A new Westhill Winter Resilience Facebook page has been set up recently by David Cowie. The group members grit their local pavements and help to monitor the yellow grit bins to report when they need re-filling. The members are being encouraged to join the Council Snow Warden scheme, where they can get equipment and training. It was agreed that at this stage we should promote this existing scheme, and it will be put on our website &amp; Facebook again. Mervyn will also contact Dave Cowie to explain our position and that, subject to an appropriate application, we may be able to help through our CSF.</li> <li>3. David advised that a resident has contacted us to complain about getting a parking fine at the Aldi car park after dining at the Lasan restaurant. Lasan said they could get the fine cancelled but it wasn't cancelled. He supplied ParkingEye with the Lasan receipt but the appeal was rejected. Kate</li> </ol>

## APPROVED MINUTES OF THE MEETING HELD ON THURSDAY, 14 JANUARY 2021 (VIA ZOOM)

	<p>advised she had a similar experience but the fine was cancelled after she contacted Lasan again, so David will advise the resident to contact Lasan again.</p> <p>4. Mervyn advised he had attended part of the Scottish Open Government virtual conference in December. Part of the aim of this early-stage project is to give Community Councils more empowerment. It was a high level presentation covering many facets of local government and in time is intended to help move the status of Community Councils from “consulted” to “empowered” but there is no detail as yet on how this will be achieved.</p>
6	<p><b><u>Police Report</u></b></p> <p>As circulated and appended to minutes. Current priorities are still anti-social behaviour, drugs and road safety. There is nothing in report that is giving us major concerns.</p> <p>The large value theft at DaisyChain shop in December is reported as a significant crime, but shop-lifting crimes are not included in the standard statistics in Police report. The Police did not refer to alleged thefts £200 worth of alcohol from a local supermarket in early December and a theft of 4 bottles of premium alcohol at a newly opened premises on their first day of trading. We will speak to Ben Horsburgh about how he collaborates with retailers and police on how shoplifting is reported.</p>
7	<p><b><u>Environmental Group Update</u></b></p> <p>Report from Raymond has been circulated. Key points are:-</p> <ul style="list-style-type: none"> <li>- No Litter Picks in December or January, but they will restart in February. They will now be on 4<sup>th</sup> Saturday each month, Rotary will do theirs on 2<sup>nd</sup> Saturday.</li> <li>- No progress yet in arranging a clean-up of Denman Park pond, despite representations to accountable persons.</li> </ul>
8	<p><b><u>Orbital Trail Project</u></b></p> <p>Key points from circulated report:-</p> <ul style="list-style-type: none"> <li>- Trail improvement/development is progressing at Golf Club/Broadshades, Lawsondale, Carnie and Hill of Keir.</li> <li>- Procurement- large reduction in cost of the finger posts by using 3 contractors instead of 1. Contracts placed for signpost manufacturing. Contractors for other work have been identified. Now looks like there will be a project underspend due to the impact of Covid, though we need to alert AC that the required spend of £4000 by end of February may not be possible.</li> <li>- Landowner consents- we have sourced guidance on signage and tactics for some of the trickier locations</li> </ul> <p>Gordon has checked our insurance policy re volunteers and confirmed they are covered, provided risk assessments are done for the work the volunteers are engaged in.</p>
9	<p><b><u>Planning Matters</u></b> (Diane Priestly)</p> <p><b>Application APP/2020/2249</b> – erection of 63 affordable dwelling at the old block works in Elrick. Our comments on this have now been submitted. We expressed concerns about the amount of traffic that would be leaving the junction at Gordon Park entering onto the A944 Straik Road, particularly at peak times, especially if traffic lights are not installed at the junction. Another concern was about the elevation of the two storey houses as they may look at out of place opposite the local bungalows.</p> <p>At least one resident has raised concerns about lack of parking provision leading to congestion, a concern that the Roads Dept. have also raised in a holding objection. The full application, documentation and comments are available to view on <a href="https://upa.aberdeenshire.gov.uk/online-applications">https://upa.aberdeenshire.gov.uk/online-applications</a>. Put 2020/2249 in search box.</p> <p>There has been an Application for a new <b>ATM</b> on the sidewall of Greggs. This will be a welcome second new</p>

## APPROVED MINUTES OF THE MEETING HELD ON THURSDAY, 14 JANUARY 2021 (VIA ZOOM)

	<p>ATM at the shopping centre, following the one installed in the Co-op recently.</p> <p><b>Local Development Plan-</b> there has been a delay on this but the Policy Team are now working to submit the Proposed LDP to Scottish Ministers for Examination by the end of February 2021.</p> <p>In response to the Proposed LDP consultation, 1,390 submissions known as ‘representations’ were received. Summaries of the representations will be included within a document known as a ‘Schedule 4’.</p> <p>Re the large advertising trailer in the field on A944 opposite Starbucks, Cllr McKail has been advised by the Planning Enforcement Officer that contact is being made with the owner of the bathroom company. The Roads dept. have advised that the position of the trailer is not considered to cause a road safety issue. It still remains the case that there is no Planning Permission in place for the trailer so the issue will still be pursued. Our thanks to Cllr McKail for following this up.</p> <p>A ‘Process for Review and Final Submission of WECC Planning Application Comments’ has been circulated. Members are asked to review it so that it can be approved at next meeting.</p>
<p><b>10</b></p>	<p><b><u>Talk from Westdyke Community Club (WCC)</u></b></p> <p>Following the discussion at recent WECC meetings re the article in Autumn issue of Westhill Bulletin about WCC distributing food parcels during the summer holidays, they were invited to give a presentation on the Club. Brian Bridgewater (secretary) and Gillian Robson (vice secretary) gave a very interesting and informative talk.</p> <p>The Club was formed as Westdyke Boys Club in 1996 and their teams are affiliated to the Aberdeen &amp; District Juvenile Football Association. The club, which is run entirely by volunteers, has become a tremendous success and has expanded considerably over the years, with a current membership of around 370 boys/men and 130 girls/ladies from age 5 to 40. For full info see their website (<a href="http://westdykecc.co.uk">westdykecc.co.uk</a>).</p> <p>The Club is a Scottish Football Association Quality Mark Club. It is regarded as a flagship club and has won many awards.</p> <p>The Club originally played at the Westdyke playing fields, but now mainly plays at the Lawsondale pitches.</p> <p>As well as providing coaching to youngsters, periodically WCC organisers and members undertake various charitable activities e.g. raising money for “Cash for Kids”.</p> <p>This past summer WCC players, coaches and parents delivered 800+ free food parcels equating to 6000+ meals to needy and vulnerable residents in and around Westhill. The exercise was completed in conjunction with Community Food Initiative North East (CFINE) and Aberdeen Football Club Community Trust (AFCCT), with Colin Lawson Transport.</p>
<p><b>11</b></p>	<p><b><u>Financials/Payment authorisation requests</u></b> (Gordon Prentice)</p> <p><b>Matters Arising from 10 December meeting:</b></p> <ul style="list-style-type: none"> <li>• <b>Community Support Fund:</b> There remains a vacancy on the CSF applications review panel.</li> <li>• <b>Covid-19 Fund Applications:</b> The approved donation of up to £500 to Westhill Community Resilience Support Group is still pending.</li> <li>• <b>Cashflow Forecast:</b> still pending</li> <li>• <b>Bank Account Switch:</b> still no answer from Alison Cummings questioning whether our status can be</li> </ul>

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	<p>shifted from unincorporated association of members to Community Interest Company [CIC].</p> <p><b>Financial Transactions in December</b></p> <p><b>Income:</b> £6,057.95, comprising £4,305 from Bulletin advertising, £1,750 from AC [Christmas lights grant] plus £2.95 bank interest.</p> <p><b>Expenditure:</b> £18,998.46 approved last month, comprising £2,090.70 of reimbursed expenses, £6,215 to Bulletin printer, £2,460.71 to Northsound [Phoenix project] and £8,232.07 to Nicol of Skene [sculpture project].</p> <p><b>Outstanding Commitments:</b> £183, comprising 1 month's honorarium payments for Secretary and Minutes in December.</p> <p><b>Contribution from Bulletin – Winter Issue:</b> forecast is £2,990 on sales of £9,759.</p> <p><b>Bank Balances at Month End:</b> £10179 (after cheques cleared)</p> <p><b>Note:</b> 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>Deadline for next tranche of CSF applications is 5<sup>th</sup> February</p>
12	<p><b>Phoenix Fund Project</b></p> <p>Mervyn reported that the first phase has been successfully completed. The twin aims were to express our thanks to Key Workers and NHS staff and to promote Westhill as a good place to shop and socialise. The traffic figures at shopping centre were 955,000 in 2020. This was 91% of the 2019 volume, so quite large considering the first lockdown period was a few months.</p> <p>Mervyn has asked Ben Horsburgh if he would consider being a business rep on WECC. Ben is keen provided it doesn't become too onerous and we give him an outline role description. Such liaison would help the collaboration between WECC and shopping centre, where following the success of Phoenix Ben is keen on launching a Westhill Traders Association. Our thanks to Cllr Iris Walker for her support and encouragement in getting this Project established and brought to a successful conclusion.</p> <p>Re the Find the Missing Westie promotion, entirely coincidentally, one of the two runner's up of a £300 hamper was Aileen Swaffield.</p> <p>Our thanks to Mr &amp; Mrs Weisl for bringing their two Westie dogs along to the prize-giving ceremony.</p>
13	<p><b>Planting scheme/Hanging Baskets</b></p> <p>Mervyn reported that the Rotary Club have indicated they are willing to support us. The pandemic could affect supply of plants. Both to be confirmed by next meeting.</p> <p>Ben Horsburgh has got a new manager at Mapp, so he can't make any formal commitments yet.</p>
14	<p><b>Ward 13 Councillors Updates</b> No circulated reports, points raised at meeting:</p> <p><b>Cllr Iris Walker</b></p> <ul style="list-style-type: none"> <li>• Parking at Hampton by Hilton hotel. Total are using the hotel for offshore workers prior to going offshore. This means the hotel car park is often full and some cars were being left parked in the layby on Straik Rd. The overspill car park is supposed to be at the Total office, so staff have been reminded of that. Total have made a donation of £500 to Carnie Woods so that will go towards the boardwalk repair project. Total also wish to help with the litter picks at Carnie Woods.</li> <li>• Re Police stopping traffic coming into Westhill on Wednesday, Iris found out from the Inspector at Inverurie that they were just doing speed checks, but were also asking drivers why they were travelling. Rumours of £200 fines being issued were false.</li> </ul>

## APPROVED MINUTES OF THE MEETING HELD ON THURSDAY, 14 JANUARY 2021 (VIA ZOOM)

	<ul style="list-style-type: none"> <li>Area Office- Covid issues and community resilience are high priority. Community Councils are medium priority, so there is likely to be a delay in things being progressed, e.g. our Microsoft issue (Item 4/2 above).</li> </ul> <p><b>Cllr Ron McKail</b></p> <ul style="list-style-type: none"> <li>There have been numerous complaints re icy roads &amp; pavements. Issue is Council can only cover main routes. Cllr McKail is going to see if the steeper roads like Eastside Drive and Dawson Drive can be given higher priority.</li> </ul>
<b>15</b>	<p><b><u>Close of Meeting</u></b> Meeting closed at 9.30pm <b><u>Date of Next Meeting-</u></b> 11<sup>th</sup> February, at 7pm , via Zoom</p>

### APPENDIX



### GARIOCH COMMUNITY POLICING TEAM VISIBLE, ACCESSIBLE AND EFFECTIVE

**Community Council: Westhill and Elrick**  
**Reporting Period: 6-31 December 2020**  
**Previous Reporting Period: November 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 Crimefile 2 incidents	1
House Breaking	0	0

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Public Nuisance	11	4
Road Traffic	2 crimefiles 15 incidents	4 crimefiles ( 14 incidents)
Drugs	1 Crimefile 1 incident	1 crimefile

*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).*

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

This reporting period has seen

Assaults – One assault was a Police officer being assaulted when trying to deal with a person being aggressive towards the public and the officers

The other 2 assaults were both reported as child assaults but when the children were spoken there had been no assaults

Housebreaking – 0

Public Nuisance – There were 6 youth annoyance calls mostly groups of youths being noisy. There were another 5 public nuisance calls 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 The first crimefile related to a driver being charged with Dangerous Driving when the driver overtook on solid white lines and collided with another oncoming vehicle. The second was for Careless Driving when a driver failed to stop for a red light at a pedestrian crossing.

The other 15 incidents were minor collisions due to the heavy rain and icy conditions.

Drugs – The first crimefile relates to a car being stopped and the driver being found in possession of cannabis. The second one relates to a car being stopped with a smell of Cannabis in the car but the search being negative.

### **Significant crime/issues within your community:**

On 15 December a Theft by Shoplifting occurred at Daisychain in Westhill where a substantial amount of clothes was stolen. A male has been arrested and charged and unfortunately only a small amount of clothes was recovered in his possession.

### **Planned Community Policing Activity/Advice:**

Normally we would have a week of action tackling speeding and anti social behaviour in Westhill but due to us moving to Tier 4 this has not been arranged for January. We will continue to patrol 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.

### **Conclusion:**

This report covers a short period in December but from now on I will submit a report for a full month early the following month.