

## APPROVED MINUTES OF THE MEETING HELD ON THURSDAY, 11 FEBRUARY 2021 (VIA ZOOM)

Community Council		
Name	Position	Present
Mervyn Barr	Chair	✓
Hilary Benson	Member	✓
Malcolm Collie	Member	✓
Heather Cook	Member	✓
Donald Davidson	Member	x
Mandy Duggan	Member	x
Becky Ferguson	Member	✓
Kate Lumsden	Member	✓
Alan McCue	Member	x
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	x
CLlr Ron McKail	Ward 13 Councillor	✓
CLlr Alistair McKelvie	Ward 13 Councillor	✓

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

<b>1</b>	<p><b><u>Welcome and opening remarks</u></b></p> <p>Chair Mervyn Barr opened the meeting and welcomed everyone, with a special welcome to the two members of public present - Audrey Findlay &amp; David Dent. (Freda Imrie joined and was welcomed later)</p> <p>Permission was granted to record the meeting.</p>
<b>2</b>	<p><b><u>Apologies and Declarations of Interest</u></b></p> <p>Apologies received from Donald Davidson, Alan McCue, Mandy Duggan, CLlr Walker</p> <p>No Declarations of Interest</p>
<b>3</b>	<p><b><u>Approval of Minutes of Meeting 14<sup>th</sup> January 2021</u></b></p> <p>The minutes were approved, with no changes.</p> <p>Proposed: Gordon Prentice, Seconded: Raymond Swaffield</p>
<b>4</b>	<p><b><u>Matters Arising/ Actions Update</u></b></p> <ol style="list-style-type: none"> <li>1. Bulletin Manager Honorarium - David advised his initial estimate of the time spent on Bulletin would indicate that the honorarium is reasonable. He will aim to keep a detailed record of time spent preparing next issue.</li> <li>2. <b>Set-up of Micro-soft One-Drive – in progress</b> –Malcolm advised that Ann Overton is going to provide a letter of comfort that can be sent to Microsoft.</li> <li>3. <b>Bulletin Disclaimer re Adverts Policy-</b> David has circulated the updated disclaimer which now includes a better statement provided by Willie about WECC not endorsing advertised services. It was agreed that this disclaimer is appropriate. Item closed</li> </ol>

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<b>5</b>	<p><b><u>Correspondence</u></b></p> <ol style="list-style-type: none"> <li>1. Stagecoach have reduced the frequency of the X17 service during the day from 3 buses per hour to 2. This was expected due to the low level of bus usage and the service should be increased again after the lockdown restrictions are lifted.</li> <li>2. Launch of the Aberdeenshire Town Centre Toolkit - Wednesday 3rd March 2021 at 2.30. Details of this webinar received today from Phoenix Fund manager. It will allow the speakers and case studies to share ideas and tips to help us to grow and develop our towns and communities. David had sent details of this only to Mervyn and Ben, but will now circulate it to all CCs.</li> <li>3. A resident, Hugh Spencer, has queried how the council prioritises the work of the additional snow ploughs (mainly tractors) that are used to clear secondary/side roads across the town. On the face of it there is a perception that some roads maybe being cleared more frequently than others, with a particular concern about neglect of some of the steeper roads (e.g. Westwood Drive) that provide primary access to smaller roads.</li> </ol> <p>A separate point was also made that in these financially straitened times with reduced revenues, the Council could be more explicit and helpful in identifying to residents, the scope of what is expected of local self-help groups. Local Councillors volunteered to check on how tractor clearing was prioritized and to also submit a request to the Shire Council, for them to communicate their expectations of self-help groups more clearly. It was also pointed out that the overriding priority is to keep the main/arterial routes open and if there are fresh snowfalls on these then drivers and tractors will be re-deployed to this task, with immediate implications for their ability to service side roads.</p>
<b>6</b>	<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.</p> <p>There has been an increase in Public Nuisance incidents, mainly regarding potential Covid breaches, which were virtually all assessed as non-Covid related. Overall there is nothing in the report that is giving the police or WECC significant concern.</p>
<b>7</b>	<p><b><u>Formation of Health and Wellbeing Group – Team Lead and TOR</u></b></p> <p>Willie outlined the ToR which has been circulated :-</p> <ol style="list-style-type: none"> <li>1. To understand and raise awareness of health and well-being issues relevant to WECC area</li> <li>2. To make links with the health and social care partnership, service providers, 3rd sector organisations and clubs.</li> <li>3. To engage with the Health and Social Care Partnership Locality Planning process.</li> <li>4. To set a programme of topics, speakers, articles etc. relevant to the identified health and wellbeing issues.</li> </ol> <p>Membership - from January WECC meeting - Mervyn Barr, Hilary Benson, Donald Davidson, Willie Munro, Iris Walker. Heather Cook and Malcolm Collie also wish to join group.</p>

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	<p>Mervyn advised that a resident occupational psychologist has offered to write an article on Mental Health for spring Bulletin. For summer Bulletin we will aim to put in article on Melanoma.</p>
<b>8</b>	<p><b><u>Planting scheme/Hanging Baskets</u></b></p> <p>A proposed workscope for 10 barrel planters has been circulated. These planters would replace some of the hanging baskets and be placed on the shopping centre roundabout, on the 4 adjacent street corners and near the boar sculpture.</p> <p>David Dent from Rotary Club is at this meeting especially as Rotary have offered to help plant up the barrels and hanging baskets at Broomfold. Mervyn thanked David and his colleagues for their very welcome support.</p> <p>Landscape Services have advised they can give us around 1500 plants this year. In previous years, we used to be allocated nearly 3000 plants, but that included for Trinity Church and Ashdale Hall.</p> <p>Hilary requested that we continue to put up the hanging baskets in Elrick as we are Westhill and Elrick - this was agreed.</p> <p>Mervyn has also put forward suggestions for planting up verges and other green spaces. This would include wildflower bee gardens. Ken Stewart is speaking to Home Bargains and Tesco about giving us some 'bee bombs'</p> <p>Mervyn will arrange a zoom call before next meeting for the WECC and Rotary members who wish to be involved with this.</p>
<b>9</b>	<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 link, Lawsondale, Carnie and Hill of Keir.</li> <li>- Procurement- acceptable quotes now received for most aspects of the project.</li> <li>- Not yet received agreement from Area Office to get an extension of the requirement to spend £4000 by end of February.</li> </ul>
<b>10</b>	<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- Not yet decided by AC.</p> <p><b>National Planning Framework 4-</b> Diane attended meeting on this earlier in the week. It is a Scottish Gov project to set the Scottish Planning direction. There are 4 key outcomes we are being consulted on- net zero emissions, resilient communities, better green spaces and a well-being economy. Diane will circulate the detail tomorrow and members are asked to submit comments by 16<sup>th</sup> February so that the planning subgroup can complete the consultation document by 19th February.</p> <p>David has circulated details of a webinar that Planning Aid Scotland is running in partnership with <b>Zero Waste Scotland on Monday 22 February 5.30pm-8.30pm</b>. This webinar is specifically aimed at local authorities and Community Councils on the topical and relevant issue of the <b>Circular Economy</b> and endeavours to help to embed the circular economy message into planning practice, as well as helping to</p>

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	<p>identify gaps in knowledge. This training event will help Community Councils to understand how the planning system works, in particular how to be engaged and involved in shaping decision-making. It will also provide an introduction to the circular economy as Scotland moves towards its zero carbon target by 2045.</p> <p>The ‘<b>Process for Review and Final Submission of WECC Planning Application Comments</b>’ has been circulated again. Members agreed that this process is acceptable and it will be added to our existing planning process document.</p>
<p><b>11</b></p>	<p><b><u>Financials/Payment authorisation requests</u></b> (Gordon Prentice)</p> <p><b>Matters Arising from 14 January meeting:</b></p> <ul style="list-style-type: none"> <li>• <b>Community Support Fund:</b> sub-group vacancy ongoing. 3 applications received for the February round. The sub-group have discussed these and propose awards as: <b>Men’s Shed</b> – £500 for purchase of a hydraulic workbench; <b>Westhill Girl Guiding</b> – £400 to replace fundraising activity; <b>Winter Resilience Group</b> – £300 for grit bin buckets &amp; spades, subject to agreement from AC that these can be stored in the grit bins. These awards would leave £700 from the CSF budget to carry forward to next financial year as we expect to get more applications than we have had this year. The donations and carry-forward were approved.</li> <li>• <b>Covid-19 Fund Applications:</b> The approved donation of £500 to Westhill Community Resilience Support Group was drawn down at the end of January.</li> <li>• <b>Cashflow Forecast:</b> still pending</li> <li>• <b>Bank Account Switch:</b> whilst there is support from the area manager and her peers for Community Councils to be constituted as Community Interest Companies [CIC], there is little support or understanding amongst decision makers. Area manager promised that she would write a letter of comfort if that would help applications of this sort at any time in the future</li> </ul> <p><b>Financial Transactions in January</b></p> <p><b>Income:</b> £17,976, comprising £13,450 from Bulletin advertising plus £4,526 from AC, being 50% grant for Gateway Sculpture completion works.</p> <p><b>Expenditure:</b> £2,056, comprising £500 paid to Westhill Resilience Group from Covid Fund plus £1,556 to Original FM [Phoenix project].</p> <p><b>Outstanding Commitments:</b> £955.39, comprising DR reimbursable expenses of £238.72 plus 2 month’s honorarium payments for Secretary and Minutes [December &amp; January], plus an honorarium for this quarter’s Bulletin. Approval also given to make a donation of £100 to the Men’s Shed for assistance with testing the Xmas street lights and putting up Xmas tree.</p> <p><b>Bulletin Income:</b> Last month David issued 74 prepay invoices for 2021 advertising worth £21,395 which compares extremely well with this time last year - £21,910 for 75 invoices.</p> <p>Gordon suggested that WECC give some thought to outline strategic project-planning to assist with budgeting and cashflow management for the next financial year.</p> <p><b>Bank Balances at Month End:</b> £27,655 [after cheques cleared]</p>
<p><b>12</b></p>	<p><b><u>Phoenix Fund Project</u></b></p> <p>The Christmas campaign has cost around £8,200 which leaves £1800 for a second phase. Members are asked to think about how the £1800 can be spent. A late spring/summer project is planned. Details tbc</p> <p>Cllr Walker and Ben Horsburgh are keen on a Traders Association being set up.</p>

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	<p>Ben may join WECC as a commercial rep, though he may not be able to attend many meetings. Mervyn has prepared a draft Role Description and subject areas that we would discuss with Ben.</p>
<p><b>13</b></p>	<p><b><u>Environmental Group Update</u></b> Report from Raymond has been circulated, as below:</p> <ul style="list-style-type: none"> <li>- We will not now restart our organised litter picks until March, as there is no indication of an imminent relaxing of COVID restrictions. The current weather situation would make the picks impossible in any case.</li> <li>- We will circulate our Safety Advice Document to all volunteers on our list, prior to the first pick, and request that they read and agree to follow the advice.</li> <li>- Ken has been contacting Tesco and Home Bargains in an attempt to generate funding for a scheme to plant Bee Bombs in areas within Westhill.</li> <li>- Ken has sought permission for planting in an area near the Medical Centre. The other targeted areas are within Denman Park and near the Shopping Centre.</li> <li>- Westhill Rotary Club and Winter Resilience Group have pledged support for this scheme and are also independently seeking assistance.</li> </ul>
<p><b>14</b></p>	<p><b><u>Ward 13 Councillors Updates</u></b> No circulated reports, points raised at meeting:</p> <p><b>Cllr Mckelvie</b></p> <ul style="list-style-type: none"> <li>• Has been in touch with Ben Horsburgh about state of the shopping centre entrance road/car park and about the closed units- Cones &amp; Candy and Key West</li> <li>• Participatory Budgeting will start in April but details of how it is to be organised is not yet agreed. Communities will be able to bid for projects.</li> <li>• He is trying to get improvements made to the pavements on Westhill Drive and Hays Way between Academy &amp; Crombie.</li> </ul> <p><b>Cllr Aitchison</b></p> <ul style="list-style-type: none"> <li>• The Councillors tried to get a Covid Vaccination centre set up in Westhill, but couldn't reverse the decision for Westhill not to have a centre. This is mainly because of the economies of scale that can be achieved at the larger centres. However remaining Westhill residents awaiting vaccination now only have to go to the P&amp;J Live centre instead of Inverurie where the over 70s had to go.</li> </ul> <p><b>Cllr Mckail</b></p> <ul style="list-style-type: none"> <li>• The Bathroom supplier advert trailer in field beside A944 should be moved after end of lockdown. Ron will pass on WECC thanks to the planning enforcement team for dealing with this very well.</li> </ul>
<p><b>15</b></p>	<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> March, at 7pm , via Zoom</p>

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

**Community Council: Westhill and Elrick**

**Reporting Period: 1-31 January 2021**

**Previous Reporting Period: December 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	3 crimefiles	1 Crimefile 2 incidents
House Breaking	0	0
Public Nuisance	20 incidents 1 Crimefile	11
Road Traffic	5 crimefiles 18 incidents	2 crimefiles 15 incidents
Drugs	3 Crimefile 1 incident	1 Crimefile 1 incident

*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.*

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This reporting period has seen

Assaults – One assault was a common assault with 2 males after they argued. Another assault was a mother on child and the other was youth on youth.

Housebreaking – 0

Public Nuisance – Significant rise in numbers but 18 of the calls were regarding potential Covid breaches and all were negative. 1 call was a positive Covid breach and it was dealt with in accordance with PSoS strategy of Engage, Explain, Encourage, Enforce.

The other calls related to youths gathering in car parks causing noise, youths in a park causing a nuisance who were traced and 3 were found in possession of controlled drugs.

The crimefile related to 2 males were traced within a motor car not breaching Covid guidelines and were given warnings. The same 2 males were traced within the same car the following evening again breaching Covid guidelines so they were both fined.

Road Traffic Offences 4 crimefiles all relate to drivers caught under the influence alcohol and the other one relates driver caught driving under the influence of drugs.

The 18 incidents relate to minor road traffic accidents, parking issues, reports of speeding in icy conditions

Drugs – The 3 Crimefiles relate to youths being found in possession of a personal amount of controlled drugs.

The incident relates to a report of a male smoking Cannabis in street but there was no trace on Police arrival

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

Nothing of note

### **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 remaining in Tier 4 this has not been arranged for February. 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:**

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