

## APPROVED MINUTES OF THE MEETING HELD ON THURSDAY, 10 JUNE 2021 (VIA ZOOM)

Community Council		
Name	Position	Present
Mervyn Barr	Chair	✓
Hilary Benson	Member	x
Malcolm Collie	Member	✓
Heather Cook	Member	✓
Donald Davidson	Member	✓
Becky Ferguson	Member	✓
Audrey Findlay	Member	✓
Ben Horsburgh	Associate Member	✓
Kate Lumsden	Member	✓
Alan McCue	Member	x
William Munro	Vice-Chair	✓
Gordon Prentice	Treasurer	✓
Diane Priestley	Member	✓
Justin Reid	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	x
CLlr Alistair McKelvie	Ward 13 Councillor	✓

**Members of Public-** Tim Yeomans, Aileen Swaffield, Peter Bradford (Sclattiebrae resident), Graham Stanley, Roger Skinner, Sally Winning (Kinmundy House area residents)

<b>1</b>	<p><b><u>Welcome and opening remarks</u></b> Chair Mervyn Barr opened the meeting and welcomed everyone, with a special welcome to members of the public. Permission was granted to record the meeting.</p>
<b>2</b>	<p><b><u>Apologies and Declarations of Interest</u></b> Apologies received from Cllr Mckail, Cllr Aitchison, Hilary Benson, Alan McCue &amp; Ben Horsburgh No Declarations of Interest</p>
<b>3</b>	<p><b><u>Approval of Minutes of Meeting 13th May 2021</u></b> The minutes were approved. Only change is to add the two new members to attendees list Proposed: Ken Stewart Secoded: Willie Munro</p>
<b>4</b>	<p><b><u>Matters Arising/ Actions Update</u></b></p> <ol style="list-style-type: none"> <li>1. <b>Set-up of Micro-soft One-Drive</b> – Malcolm advised there has been no progress in past month, but he will look at a few other options for holding files securely</li> <li>2. <b>Public Toilets-</b> Meryn has met with Marcus Mann from Orchard Street, who agreed that public toilets were important, but made no commitment. By collaborating with Mapp it may be possible to include toilets in a Town Centre Funding bid. Cllr Walker advised that the Council will help us prepare a plan that may include projects for Denman Park and Arnhall Moss.</li> <li>3. <b>Funding Applications submitted-</b> see Treasurers report ( item10)</li> </ol>

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	<p>Kate advised that there was Facebook chat in late May about funding for a skate park. She advised them they would have to prepare a detailed plan. The desire can be recorded in the Community Action Plan when it is underway.</p>
5	<p><b>Orbital Trail Project</b> (Gordon Prentice) Circulated report in italics:- <i>Issues raised last month are still very much in progress and now hopefully heading towards resolution.</i></p> <p><b>Correspondence since last month's meeting</b> <i>At time of writing we are awaiting an update from council officials on the progress of the Mediation Process and in their view whether the Outdoor Access Code of responsible public access applies to all routes through Sclattiebrae, Kinmundy House and Taylor's Farm. Since the last meeting I have received three unsolicited email enquiries from residents asking why the gates are/were locked at Sclattiebrae. Meantime you will be aware from Chair's update on 2nd June that WECC has reached agreement with the residents of Sclattiebrae and other Easter Kinmundy residents to reroute the official eastern section of the WOT further west through the town via Mains of Kinmundy Hill [i.e. routing through Hillview Road, across Hillview Avenue and over Kinmundy Hill to Hillside Road, then on south to Westhill Road to re-join the lane opposite the road north to Mains of Kinmundy Farm.]. This followed our meeting with the residents of Sclattiebrae on the 20th May at which they agreed to keep the gate on the west side of the properties unlocked pending any further serious incidents of unsavoury behaviour. Further to the internal note of the 2nd, Chair issued a detailed response to Peter Bradford and all Easter Kinmundy residents on 4th June and two others to Roger Skinner [Sclattiebrae] on 31st May and 6th June. These were in response to Peter Bradford's 12-page letter sent on behalf of all residents on 1st May and 12th May and Roger Skinner's emails to us on 25th May &amp; 3rd June. Thanks to the Chair for these timely, constructive and comprehensive interventions.</i></p> <p><i>Two emails from a family in Berryhill Circle [Broadshades] complaining of privacy intrusions, attributing these to the construction and promotion of the WOT. Cllr McKelvie is assisting.</i></p> <p><b>Loose Ends</b> <b>Official Launch</b> <i>We are still awaiting the production of a map from AC's cartographer showing the new route. Revised detailed descriptions plus some "before and after" photos (required by AC and WECC's website) are also in progress.</i></p> <p><i>An official at AC also confirmed that there is budget this year for an information board to be erected in the town centre that will carry a map of all paths, lanes and parks in and around Westhill, subject of course to agreement with the town centre management company.</i></p> <p><b>Funding Update</b> <i>As per the Project report, £2,243 of the £14,000 funding is uncommitted, but the plan is still to deploy this on stiles, signage and a raised path at Lawsonsedale as reported in previous months plus any other items agreed with the residents of Easter Kinmundy sector.</i></p> <p><b>Ongoing Trail Development</b> <i>As reported in the Treasurer's Report, two applications have been made to AC to help address the flooding and drainage issues at Lawsonsedale that occur after prolonged periods of heavy rainfall, primarily to fund procurement of quarry aggregate and resources to spread it on site.</i></p> <p><b>Land Ownership</b> <i>We recently discovered that INEOS FPS doesn't own the north entrance to Lawsonsedale Woods after all. I am</i></p>

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	<p><i>now checking with Brian Bridgwater of Lawsonsedale Sports Centre Trust. We need this information before proceeding with remedial works.</i></p> <p><i>I am still awaiting an update from Ashdale Land &amp; Property with regards to their anticipated batch disposal of a number of slivers of land in and around Westhill, some of which might have community interest.</i></p> <p><b>Hill of Keir</b></p> <p><i>Still no progress made with the farmer at Berryhill Farm on this sector due to the time taken with matters elsewhere. A route over Hill of Keir remains firmly in plan. Scottish Water's contractor is still on site.</i></p> <p>Peter Bradford thanked WECC for agreeing not to promote a route through Sc lattiebrae. The other 3 residents in attendance from Easter Kinmundy area also showed appreciation for changes made to the route. On the benefits of exercise for mental health, Sally Winning advised that it is hoped to develop a therapeutic green space in Westhill. Mervyn added that this could be included in the CAP.</p> <p>Mervyn asked members to formally agree the change in Trail route and that the map will not show a possible route via Sc lattiebrae and Kinmundy House. This was agreed unanimously.</p>
6	<p><b><u>Correspondence</u></b></p> <ul style="list-style-type: none"> <li>• <b>The Queen's Green Canopy project-</b> AC sent details of this on 8<sup>th</sup> June, David will forward it. It is a project to celebrate Her Majesty's Platinum Jubilee in 2022. Three million saplings are being provided free across the UK to community groups etc. Cllr Mckelvie will check if AC themselves will be looking to get trees from this project or if it is only community groups who can apply. Applications can be made up to the end of 2022.</li> </ul> <p>Willie requested that a log of correspondence received by the secretary be made available for review at meetings. David advised this was done a few years ago and will look at re-starting it. It may be possible for correspondence to be posted on the cloud-based server when it is set up.</p>
7	<p><b><u>Police Report</u></b></p> <p>As circulated and appended to minutes.</p> <p>Current priorities are anti-social behaviour, drugs and road safety.</p> <p>Public Nuisance incidents have dropped.</p> <p>There was some concern expressed about the Police not viewing any of the Crime incidents as being 'serious'. Cllr Walker recommended that we invite Chief Inspector Gareth Hannan to attend a WECC meeting. A list of questions could be provided to him in advance.</p>
8	<p><b><u>Environmental Group Update</u></b></p> <p>Report from Raymond has been circulated, as below:</p> <ul style="list-style-type: none"> <li>• <i>Our twice monthly organised Litter Picks have continued as planned and have been well attended. We welcomed some new volunteers and hope that they will continue to attend.</i></li> <li>• <i>Our next Organised Pick will be on Saturday. All existing volunteers have been reminded.</i></li> <li>• <i>Our meeting last month with Norman Wright, Council Waste Officer, to discuss the inadequate litter bin provision at Denman Park has not yet generated any way forward. We have had no further contact with any AC Officer. It may be that we should now approach Landscape Services directly ourselves regarding this problem.</i></li> <li>• <i>We are still investigating the possibility of setting up a litter collector's kit at the shopping centre. We could apply for Aberdeenshire Council's Small Grant Fund to cover the cost for creating this.</i></li> </ul>

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	<p>Becky advised that the 'Community CleanUp' facebook page has details of the box installed at Banchory.</p> <p>Ken advised that he looked at the ponds recently with Cllr Walker and Tamsin Morris, as a prelude to Tamsin preparing a report on what should be done.</p> <p>Nicola Seal has contacted WECC and offered to prepare a survey free of charge so a decision is required on spending £300 on the report from Tamsin.</p>
<p>9</p>	<p><b>Planning Matters</b> (Diane Priestly) No significant recent planning applications.</p> <p><b>Active travel route consultation</b> The survey has to be completed by 11<sup>th</sup> June. Members are preferring option 2, the Northern route. Concerns about the cost. Looks like the plan shows a new bridge over the A90 but the existing bridge is only around 200 metres further north, so it could be used instead to save some cost. Donald is concerned about the Northern route going through Lawsondale playing fields. Diane will include these points in our submission</p> <p><b>Community Action Plan</b> Diane has been in contact with Caroline Smith (Garioch Community Planning Officer) and apparently we are the third group to have shown an interest in developing a Community Action Plan. She is currently liaising with the Aberdeenshire Rural Partnership, which is an organisation which engages with and supports communities. As soon as she has any information she will contact Diane as it's this organisation alongside Caroline which will support us through this process.</p> <p><b>Update on the Local Development Plan (LDP)</b> Two reporters have now been appointed to examine the Proposed Aberdeenshire Local Development plan 2020. The examination process will take about 6-9 months to complete. The reporters can request additional information during this examination period but there can be no more submissions by the stakeholders.</p> <p><b>Local Place Plans</b> Closing date for Consultation 25<sup>th</sup> June.</p>
<p>10</p>	<p><b>Financials</b> (Gordon Prentice) Circulated report in italics:- <b>Matters Arising 13 May:</b></p> <ul style="list-style-type: none"> <li>• <b>Community Support Fund:</b> <i>sub-group vacancy ongoing.</i></li> <li>• <b>Cashflow Forecast:</b> <i>still pending</i></li> <li>• <b>Income &amp; Expenditure Account for year to 31 March 2021:</b> <i>The financial records were randomly sampled and certified by Independent Verifier, Craig Miller ahead of being tabled at the AGM.</i></li> <li>• <b>Possible External Funding Sources</b> - <i>Three separate funding applications were submitted prior to 31<sup>st</sup> May closing dates:</i> <ul style="list-style-type: none"> <li>○ <i>Garioch Strategic Fund - £12,200 for Denman Park upgrades [comprising £8,000 for pond clearing + £4,200 for social seating, bins and bike stand]</i></li> <li>○ <i>Garioch Area Initiative Fund - £2,046; being 50% grant towards improving drainage and path at entrance to Lawsondale Woods</i></li> <li>○ <i>Request to "Help for Community Groups" for manpower and materials to combat flooding and drainage issues at Lawsondale.</i></li> </ul> </li> </ul>

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	<p><b>Financial Transactions in May</b></p> <p><b>Income:</b> £5,458.23, comprising £3,403.23 reimbursement of WOT expenses £1,600 grant to WRG from Corra Foundation [WECC acting as Fund Administrator only] plus £455 Bulletin advertising income.</p> <p><b>Expenditure:</b> Nil</p> <p><b>Outstanding Commitments:</b> £8,808.59, comprising £1,508 WRG/Corra, £5890 Bulletin Printing, £1,000 honorarium payments [Apr-Jun] to D Ritchie, plus £226.59 reimbursement of expenses for D Ritchie. Payment of expenses will require approval. Chair will request an additional £400 to be spent on the Town Centre Planting Scheme.</p> <p><b>Bulletin Debt update:</b> One invoice [£190] for winter issue is being pursued through the small claims court</p> <p><b>Bank Balances at Month End:</b> £32,608 [after cheques cleared]</p> <p>The above expenses were approved.</p> <p>Gordon requested approval for the independent verifier Craig Miller's appointment for 2021/22. This was approved</p> <p>Mervyn advised that the extra costs for the planting scheme will be nearer £500, not £400 as stated in the above commitments. This was approved.</p>
11	<p><b><u>Planting scheme/Hanging Baskets</u></b></p> <p>Mervyn advised that 28 hanging baskets have now been installed on the living wall at the shopping centre and 6 planters on roundabout, 4 at boar sculpture and 2 at start of the Trail at Lawsondale Woods. Big thanks to Ken for all the prep work he has done, and to Rotary for help with planting and installation. Thanks also to Grant Williamson at Broomfold for letting us use his barn and polytunnel.</p>
12	<p><b><u>Ward 13 Councillors Updates</u></b></p> <p>No circulated reports. Cllr Mckelvie had left the meeting at this point.</p> <p><b>Cllr Walker-</b></p> <p>The Community Impact Assessment Forum for Ward 13 has been rescheduled to 15<sup>th</sup> June due to low attendance on 31st May. There is also a survey at <a href="https://engage.aberdeenshire.gov.uk/cia">https://engage.aberdeenshire.gov.uk/cia</a> which is open till mid-July.</p> <p>Asking Landscape Services for their grass-cutting plans, and which areas are being considered to be left wild.</p> <p>Re our Strategic funding bid for work on Denman ponds, if not successful can look into including it in the larger Town Centre Funding project.</p>
13	<p><b><u>Close of Meeting</u></b></p> <p>Mervyn advised there will be no meeting in July. To mark the Trail opening we can have a picnic on Kinmundy Hill. Rotary would be invited.</p> <p>Meeting closed at 10pm</p> <p><b><u>Date of Next Meeting- 12th August</u></b>, at 7pm, via Zoom. .</p>

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### APPENDIX



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

**Community Council: Westhill and Elrick**

**Reporting Period: May 2021**

**Previous Reporting Period: April 2021**

**Current Policing Priorities:**

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

1. ASB – Proactive patrols to provide community reassurance and to deter and detect instances of ASB and Vandalism.
2. DRUGS – Intel gathering and disruption tactics to target those dealing drugs 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	2 crimefiles	4 Crimefile
House Breaking	1	0
Public Nuisance	10 incidents	27 incidents
Road Traffic	5 crimefiles 13 incidents	4 crimefiles 6 incidents
Drugs	4	0
Fraud	0	0

*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.).*

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

*Fraud (NEW) – all different types of Frauds reported*

This reporting period has seen

Assaults – One of the assaults was a sexual assault and the other one was an assault on a child by a parent. There were no serious injuries and all assaults have been detected

Housebreaking – relates to a person breaking into an unoccupied residential caravan in the residential caravan park which has been detected.

Public Nuisance – Major drop in numbers with only 10 reports. 8 of the reports were of youths gathering in different areas of Westhill with most reported on a Friday or Saturday evenings. When Police attended most youths ran off but a few were traced and given suitable advice. The other 2 were alleged Covid breaches and when investigated no breaches had occurred.

Road Traffic Offences – 3 of the crimefiles relate to drink/drug driving, 1 relates to a driver failing to report a minor collision and 1 driver was caught driving whilst using his mobile phone

The 13 incidents mostly relate to abnormal loads, reports of speeding or careless drivers who were not traced.

Drugs – relates to 4 youths found in possession of controlled drugs

Fraud – one reported this month and enquiries ongoing.

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

Nothing of note

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

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.

On 7<sup>th</sup> May speed checks were done in Westhill with 4 drivers warned regarding their speed and 1 driver was reported for speeding.

### **Conclusion:**

Overall no serious crime was committed in Westhill but it is good to see the decrease in Public Nuisance calls again.