

APPROVED MINUTES OF THE MEETING HELD ON THURSDAY, 7TH APRIL 2022, AT HOLIDAY INN

Community Council		
Name	Position	Present
Mervyn Barr	Chair	✓
Malcolm Collie	Member	✓
Heather Cook	Member	✓
Donald Davidson	Member	✓
Becky Ferguson	Member	✓
Audrey Findlay	Member	✓
Ben Horsburgh	Associate Member	✓ via zoom
Kate Lumsden	Member	✓
Alan McCue	Member	✓ via zoom
Elaine Manley	Member	✓
William Munro	Vice-Chair	x
Gordon Prentice	Treasurer	✓
Diane Priestley	Member	✓
David Ritchie	Secretary	✓
Ken Stewart	Member	✓ via zoom
Raymond Swaffield	Member	✓
Tim Yeomans	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: David Dent

1	<p><u>Welcome and opening remarks</u></p> <p>Chair Mervyn Barr opened the meeting and welcomed everyone. This meeting is one week earlier than normal as Mervyn is away next week.</p> <p>We have bought an external microphone for £50 which should make it easier for the Zoom attendees to hear and improve quality of the recording. Malcolm has also brought external speakers.</p>
2	<p><u>Apologies and Declarations of Interest</u></p> <p>Apologies received from Willie Munro, Tim Yeomans, Cllrs Mckail & Mckelvie</p> <p>No Declarations of Interest</p>
3	<p><u>Approval of Minutes of Meeting 10th March 2022</u></p> <p>Minutes were approved, with just a small change to the wording on 1st line at Cllr Walker's report.</p> <p>Proposed: Gordon, Seconded: Raymond</p>
4	<p><u>Shopping Centre Update- Centre Manager Ben Horsburgh</u></p> <p>This will now be a regular slot at this point in the Agenda.</p> <p>Shopping Centre litter- A cleaner now does an hour each day after lunch at shopping centre.</p> <p>Whisky barrel planters have been installed along the main frontage. There is a risk of vandalism to them but ok so far. Five floral hanging baskets will also be going up along the frontage in June, at same time as our baskets at the green wall.</p> <p>The recent cold spell has caused further pot holes in car-park. If go-ahead for complete resurfacing of the whole car park is not given soon the pot holes will be repaired. The surfacing material used when the car-</p>

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	<p>park was redone in 2015 was not to the required specification, but the contractors who did that work are no longer in business.</p> <p>The new litter bins with separate slots for recyclable and general waste are being well-used.</p> <p>The wooden fascia boards in M&S area will be replaced with new grey, composite trade fascias in near future, similar to the new fascias installed already at Nisa.</p> <p>The parking time limit has been extended from 3 to 5 hours since March, will be reviewed in May. This is primarily in recognition that car park users may want to go for an extended meal. It was expected that the parking fines would cover cost of setting up the system within 3 years, but the cost hasn't been covered yet. As before, Centre Manager will normally arrange for a parking fine to be cancelled if there is a good reason for the time limit being exceeded.</p>
<p>5</p>	<p>Matters Arising/ Actions Update</p> <ol style="list-style-type: none"> 1. File Share Options (Malcolm) –Gordon has drafted a Cloud Storage Protocols doc. The sub group need to meet to discuss it. Malcolm to add a user guide. 2. Larg/Broadstraik Park (Malcolm) – The survey is now closed, 102 responses. No main changes to the survey results presented at March meeting. 27 respondents have shown interest in helping to progress the project. 3. Safety barriers on path to Kirkton of Skene- Mervyn has requested a site meeting with Brian Strachan but no response yet. Suggested that the general issue of lack of responses to queries sent to Council officers be raised at the next Garioch CC Forum. Mervyn to contact Fiona Bick to that end. 4. Academy Outreach- Mervyn has sent the proposal to Academy Head Teacher this week. The Academy website shows that there is a comprehensive system in place to advise pupils on career choices, but we can complement that with local expertise.
<p>6</p>	<p><u>Police Report</u></p> <p>A Police report covering January to March was received on Tuesday 5th April from Sgt Allan but it hasn't been circulated yet as Sgt Allan has requested the 2 local Community officers to add their report regarding the work they have been doing to tackle youth disorder.</p> <p>Sgt Allan will be requested to attend one of our meetings in next few months, and he will be asked if the CCTV van can be deployed at Larg Park again for a short time as it was effective the last time it was put there.</p>
<p>7</p>	<p><u>Correspondence</u></p> <p>Review of correspondence log for last 4 weeks. (circulated)</p> <p>Re the consultation document from Scottish Gov on fly-tipping that had been passed to Raymond, it was agreed that Raymond should just respond saying that we fully support ACs response.</p>
<p>8</p>	<p><u>Ward 13 Councillors updates</u></p> <p><u>Cllr Walker.</u></p> <p>There is a new fees system for planning applications. There is discounts for not-for-profit and community development proposals. We should get more details on this soon.</p> <p>AC Customer Services- now provide an online chat-box facility</p>

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9	<p>Lane marking on Westhill Drive at Tesco roundabout- better road markings will be applied in May. Steve Gray has been trying to contact the Arnhall Moss group to get the £2000 they had agreed could be used for the feasibility study on improvements to the ponds. Iris will speak to Ken about this.</p> <p><u>Jubilee Events 4th-5th June</u></p> <p>Mervyn advised that the Holiday Inn already had a function booked for Saturday 4th June so the suggested Jubilee Dance will not be feasible.</p> <p>David Dent advised the Rotary have developed the ‘Lazy Sunday Afternoon’ picnic theme for Sunday 5th June. They have organised a band, bouncy castles, various food vans etc. Residents will be encouraged to dress in 1950s style and there will be prizes for that. A poster has been drawn up which will be displayed round the town and can go in Bulletin, part of it on front cover and full poster inside. In response to queries on alcohol licensing for the event, David Dent will check with Ashdale Hall.</p>
10	<p><u>Environmental Group Update</u></p> <p>Report from Raymond & Ken has been circulated, as below in italics:</p> <ul style="list-style-type: none"> • <i>Our first Litter pick of this year faced atrocious weather, but surprisingly a few stoic volunteers turned out and we made good progress with the winter litter. Luckily, our second pick experienced great weather, and we had a record turnout of volunteers for the time of year. At the end of the pick, we all enjoyed a treat of chocolates provided curtesy of Tesco.</i> • <i>The Academy Playing Field required four of our volunteers to clear the eight sacks of the litter collected. This despite volunteers carrying out a litter pick a few days earlier on the field. It seems that there has been no progress with responsibility for the field, or improvement of littering behaviour. I have been told by the Janitor, that much of the litter is dropped by people out with school hours.</i> • <i>I have had a request from residents of Kinmundy Drive to contact Westhill Primary Head Teacher with complaints that crisp bags and wrappers are blowing into their gardens from the playground / field. They wanted bins to be installed in the field. On surveying the situation, I found little litter in the field and no prospect of extra bins, as access for emptying bins not acceptable to the Council. However, I did email the Head Teacher with the concerns of residents and suggested that possibly reminding pupils to use bins may be the most appropriate response. I had an acknowledgement of my email, but so far no reply.</i> <p>Cllr Walker suggested we contact the School Parent Councils about litter issues, she will advise the contact details. Mervyn Barr to make contact with Schools.</p>
11	<p><u>Orbital Trail + Links Project Update</u></p> <p>Report from Gordon has been circulated, as below in italics:</p> <p><i>Town Centre Information Board/s</i></p> <p><i>Council’s Officer Sally Davis, has commissioned at least one Information board and draft text and routes have been agreed. Installation at an agreed location is imminent.</i></p> <p><i>Ongoing Maintenance</i></p> <p><i>Following agreement of the spring plan for this year, a group of 7 volunteers laid circa 100m of path aggregate on the eastern section of Lawsondale Woods, including the rough, slippery section in the south east corner. It was so successful that a further 10 tons of path aggregate will be purchased and laid at Lawsondale, Broadshades and the Golf Course over the next few weeks utilising another £600 of budget.</i></p>

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	<p>A reply is still awaited from the head of the Community Payback Team to ask about their ongoing commitment to Westhill and the Orbital Trail during the growing season.</p> <p>Link to Denman Park The paths through and around Arnhall have been widened and surface reinforced in parts. Still awaiting confirmation from IM as to whether paths and bridges at Denman will be included. Still awaiting word from Steve Gray at AC on the following:</p> <ul style="list-style-type: none"> • Denman Ponds vegetation clearance • Feasibility and design study for Denman Ponds reedbed treatment pond for the surface water pipeline into the ponds [using funds kindly donated by Arnhall Moss Group]. <p>Link to Hill of Keir Chair met George Bruce today and agreed that public signage can go up when the stile is installed later in the month. Gordon will source suitable wording. Signage has been quoted at £22 per sign. Meanwhile, I intend to discuss access to/from the west side of the hill with the landowner who owns the fields directly above Sunnybrae. I also intend to rehearse a funding application via the Scottish Rural Network's "Improving Public Access" fund to fund the purchase of fencing to create a 300m access route and stile. The closing date is 29th April.</p> <p>Correspondence since last month's meeting</p> <ul style="list-style-type: none"> • None • Still pending is Chair's desire of Area Manager to have a debrief meeting with relevant council officials to discuss lessons learned on the project. • Update requested from Steve Gray • AC Area Committee requested an annual report on our use of £2,046 funding for the Lawsonsdale Trail and drainage work completed in January by our contractor. This was submitted on 1st April. <p>Funding Update As per the Project report, £417 is uncommitted. Remaining funds must be spent by Sept 22.</p> <p>Heather mentioned that there is evidence of a fire being laid on Mains of Kinmundy Hill, near the bench we installed last year. Need to keep an eye on that.</p>
12	<p>Planning Matters (Diane Priestly) Report from Diane has been circulated, as below in italics: Community Action Plan-Jacky Niven has now contacted me and the next stage is for the planning group to meet with her to look at how we are going to move forward. Diane will do article for the summer Bulletin. The Planning group will develop a Questionnaire to be available at launch, with Malcolm's assistance on QR coding. We will need to engage with school pupils as well Diane has CAPs for other areas like Banchory that she can circulate to let us see what they look like.</p> <p>Consultation document NPF4-completed and forwarded to Scottish Government</p>
13	<p>Financials (Gordon Prentice) Circulated report in italics:- Matters Arising 10 March:</p> <ul style="list-style-type: none"> • Expenses: March approvals paid • Visa Debit Card Use: Treasurer's Role Notes revised. Copy of 2 Main Account Bank statements appended (not in minutes)

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	<ul style="list-style-type: none"> • Project Spend: (appendix not in minutes) Budgets for CSF & Christmas Lights / Event re-set to zero pending budget discussions <p>Financial Transactions – March</p> <p>Income: £5,974.15 comprising £5,871 Bulletin advertising income plus £50 ring-fenced donation from Vinespring Church, plus £50 Scaffold Hire for the year, plus £3 bank interest.</p> <p>Expenditure: £8,474.69, being £225 CSF donation replacing voided cheque, plus £7,882.40 agreed last month, plus 5 Visa debit card transactions totalling 289.69 [£60 on meetings + £229.69 on WOT], plus £77.60 WOT expenses paid to treasurer.</p> <p>Funds Transfer: There remains a balance of £10,035.16 on the “old” Main Account that needs to be transferred to the “new” Main Account. This was approved.</p> <p>Outstanding Commitments: Circa £90 due to Ken. £210 advised tonight due to Mervyn. Both were approved.</p> <p>Bank Balances at Month End: £35,730 [after cheques cleared]</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Main Accounts: £15,034</td> <td style="width: 33%;">Bulletin</td> <td style="width: 33%;">Account: £20,696</td> </tr> </table> <p>Bulletin – Spring Issue Contribution: expected to be circa £3,000, well in excess of budgeted contribution of £2,500, assuming all 7 unpaid invoices totalling £799 are settled.</p> <p>2021/22 1st Draft Accounts</p> <p>The headline is that the end of year surplus of £6,503 is £6,400 more than expected, primarily due to £5,000 more Bulletin income than expected, and £2,275 less distributed to community groups than expected. To offset that, we spent £1,300 more on Greening Westhill than planned. The Draft Accounts were approved to be submitted to the Independent Verifier.</p> <p>2022/23 Budget</p> <p>Gordon went over the draft budget that has been circulated (not in minutes). Point was made that if we are going to be buying storage containers for going behind the green wall at the Shopping Centre then we need to get formal permission from Mapp and planning permission from AC. The budget for 22/23 was approved.</p>	Main Accounts: £15,034	Bulletin	Account: £20,696
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14	<p><u>Green Westhill</u> (Mervyn Barr)</p> <p>It is planned to move the 6 whisky barrel planters on the shopping centre roundabout to the grass area at green wall. This will remove the safety risk arising from the frequent watering required in summer months and they can be tied into the watering system at green wall.</p> <p>A resident has commented that it would be good to see more daffodils and crocuses in Denman Park. The Rotary may look at that for the next planting season. The watering system for the hanging baskets on green wall will be extended soon so that more baskets can be put up there. The baskets will likely be planted up early June.</p> <p>Queens Green Canopy project- 105 free mixed fruit and nut trees have been ordered from Woodland Trust. They will be delivered in November and planted in Denman Park. We will need to supply wooden stakes and protective covers. Volunteers will be required to help with planting – please.</p>			
15	<p><u>Succession Planning</u></p> <p>Mervyn advised that he is likely to be away more and if we can get a second vice-chair he will continue as Chair. Willie is currently a vice-chair but is away a lot and may not be available to chair meetings when</p>			

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	Mervyn is away. The basic Chair role is fairly straightforward, mainly chairing the monthly meetings and dealing with correspondence that can't be delegated. Becky advised she could take on the second vice-chair role. Her offer was unanimously welcomed and supported. Our constitution can be amended at the June AGM.
16	<p>Close of Meeting Meeting closed at 10pm</p> <p>Date of Next Meeting- 12th May at 7pm, at Holiday Inn, with Zoom option.</p>

APPENDIX- POLICE REPORT FOR JANUARY TO MARCH



**POLICE
SCOTLAND**
Keeping people safe
POILEAS ALBA

GARIOCH COMMUNITY POLICING TEAM VISIBLE, ACCESSIBLE AND EFFECTIVE

Community Council: Westhill and Elrick
Reporting Period: January, February and March 2022
Previous Reporting Period: December 2021

Current Policing Priorities:

Following review of our priorities, they have been amended for the next quarter to reflect community concerns and emerging crime patterns. The addition of Acquisitive Crime is due to small rise in thefts in rural properties.

1. ASB – Proactive patrols to provide community reassurance and to deter/detect instances of ASB and Vandalism. To reduce instances of ASB as a result of the re-opening of Licensed Premises.
2. AQUISITIVE CRIME – Proactive patrols to deter and detect instances of theft.
3. ROAD SAFETY – Preventative measures and enforcement action to ensure our roads are safe to use.

Crime Overview and Explanation:

January

CRIME TYPE	CURRENT PERIOD	PREVIOUS PERIOD
Assault	1 crimefile	1 crimefile
House Breaking	0	0
Public Nuisance	3 incidents	4 incidents
Road Traffic	4 crimefiles, 11 incidents	9 crimefile, 10 incidents
Drugs	1	1

Assaults – The one assault was a serious assault at Westhill Shopping Centre when a driver challenged 2 youths who had been abusive towards him and thrown something hitting his car. He was punched and kicked by both youths and he received a cut above his eye which required stitches.

Housebreaking – 0

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Public Nuisance – Numbers remain low. All three of them were youths gathering in different areas of Westhill

Road Traffic Offences – 2 of the crimefiles were for speeders and 2 for careless driving. The other one was for driving with tyres below the legal limit.

There were 5 minor road collisions reported where drivers exchanged details. There were 4 calls for fallen trees and 2 for traffic lights not working properly

Drugs -The crimefile was for an adult who was found in possession of a large quantity of class C drugs and a 4 figure sum of money.

February

CRIME TYPE	CURRENT PERIOD	PREVIOUS PERIOD
Assault	1 crimefile	1 crimefile
House Breaking	0	0
Public Nuisance	4 incidents	3 incidents
Road Traffic	7 crimefiles, 11 incidents	4 crimefile, 11 incidents
Drugs	0	1

Assaults – The one assault was domestic assault with only minor injuries.

Housebreaking – 0

Public Nuisance – Numbers remain low. All 4 of them were youths gathering in different areas of Westhill including one house having eggs thrown at it.

Road Traffic Offences – 3 of the crimefiles were for speeders and the other 4 were for drivers failing to report an accident. There were 6 minor road collisions reported where drivers exchanged details, 2 reports of abnormal loads and 3 of reports of drivers driving carelessly.

March

CRIME TYPE	CURRENT PERIOD	PREVIOUS PERIOD
Assault	4 crimefile	1 crimefile
House Breaking	0	0
Public Nuisance	6 incidents	3 incidents
Road Traffic	5 crimefiles, 13 incidents	7 crimefile, 11 incidents
Drugs	1	1

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.

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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.

Fraud (NEW) – all different types of Frauds reported

This reporting period has seen:

Assaults – One assault was by named youths on a teacher whilst away from school where he was subjected to homophobic remarks and had empty bottles thrown at him. Another assault was 2 neighbours involved a minor pushing, another was a youth being assaulted at Tesco by another youth and the other was a domestic assault. None of the injuries were serious

Housebreaking – 0

Public Nuisance – A slight rise in numbers. All involved youths including throwing eggs at cars, being abusive to staff in local shop, setting a fire in local park and gatherings of youths.

Road Traffic Offences – 1 of the crimefiles was for speeding, 1 was a careless driver, 1 was driving with no insurance, 1 was for fail to stop after an accident and the other was driving a car in dangerous condition. There were 7 minor road collisions reported where drivers exchanged details. The other 6 for minor road traffic matters.

Significant crime/issues within your community:

One incident of note was a passing car being hit by a large watermelon thrown by a youth from above. This youth has been identified and charged.

Planned Community Policing Activity/Advice:

Overall the number of Public Nuisance calls reported this period remain low, but we will continue to patrol the Westhill community tackling youth annoyance. We try and have a dedicated unit for Westhill on a Friday and Saturday evening. 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 5 January speed checks were done at Old Skene Road Westhill and one driver was warned regarding his speed.

On 9 February speed checks were done at Westhill Primary (20mph zone) and 6 drivers were warned regarding their speed.

There were no speed checks done in Westhill during March.

Conclusion: Overall no serious crime was committed in Westhill but it is good to see the number of Public Nuisance remaining about the same.