



STONEHAVEN TOWN PARTNERSHIP
MINUTES OF TRUSTEE MEETING
HELD ON 26th May 2015 AT 7.00PM
AT INVERCARRON RESOURCE CENTRE, STONEHAVEN

Item**1. Welcome and Apologies**

Present Trustees	In attendance	Apologies
Douglas Samways (DS) Wynne Edwards (WE) David Fleming (DF) Andrew Newton (AN) Allan Sutherland (AS) Elizabeth Havens (EH)* Jim Stephen (JS) John Robson (JR) Isabel Munn (IM)	Cllr Raymond Christie (RC) Bill Emslie (BE) Willie Munro (WM) Karen McWilliam (KmcW) Mitch McKay (MM)	Charles Sands (CS) Michelle Ward (MW) Knud Christiansen (KC) Cllr Graham Clark (GC) Ian Balgowan (IB) Cllr Peter Bellarby (PB) Frank Budd (FB)

2. Approval of minutes

	Action
On the proposal of DF and seconded by AN the minutes of Tuesday 28 th April 2015 were approved. The minute will now be placed on the website. Matters arising from these minutes are detailed in section 3 below.	IM

3. Matters arising

	Action
Minutes of Meeting of 28th April 2015	
Stonehaven Town Hall Trust Information has been put on the STP website about STHT needing new members and also sent to all STP Member Groups. Information still to come from Alan McConnachie for inclusion in STP newsletter. IM to contact Alan McConnachie.	IM

<p>WE and a renewable energy consultant/advisor visited the Town Hall to see what action could be taken regarding a replacement boiler. WE has information about Biomass heating for the Town Hall and will go to the next STHT meeting to discuss this. As commercial premises will be eligible for RHI. WE raised this with Willie Munro and AC will consider taking it forward. WE is happy to work on this with AC and STHT.</p> <p>The meeting with STHT and AC has not taken place yet.</p>	WE/WM/A McC
<p>Wind up Company - Motion to wind up company limited by guarantee.</p> <p>DF reported that the Caravan Club's solicitor's Shepherd and Wedderburn only received info from the caravan club in last week.</p>	DF
<p>Archive work</p> <p>DF confirmed this is on going</p>	DF
<p>Funding for Rural Partnerships</p> <p>IM saw John McCrank who is the new development worker for KDP. He is looking at what funding might be available to STP for running costs. IM will report back at the next meeting</p>	IM
<p>Disbursements</p> <p>DS confirmed that these have been made.</p> <p>Friend of Pool £1000</p> <p>Mearns FM £200</p> <p>Talking Newspapers £200</p> <p>Chris Stirk has agreed to provide DS with bank details for the Party in the Park and when this is done payment will be made.</p> <p>Furniture lodge will send a copy of the invoice when the survey work has been carried out.</p>	
<p>Bervie Braes</p> <p>Frank Budd was unable to attend this meeting and will be invited to the next one</p>	JR
<p>Christmas Lights</p> <p>DS has drafted a project form and circulated it to the trustees for comment. The trustees agreed to adopt this as a project. JS provided an update on the progress to date.</p>	JS
<p>Communications</p> <p>Agreement was reached on STP information to be included in the folders to be distributed to the Library, Town Hall, Viewmount and the Community Centre for people with no access to computers to view and will be updated monthly.</p>	IM
<p>RGT</p> <p>The letter from AC has been received in response to ours and WM gave an update on what was in it and the briefing note attachment from the lawyers</p> <p>AC have had a number of FOI requests and questions about the RGT</p> <p>WM reported on the relationship and role of the AC with the RGT.</p> <p>The briefing note from AC lawyers confirmed that not all of the land at the RG is leased from AC. RGT owns some of the land. The Lease restricts the land to only be used for recreational purposes for the benefit of subscribers. WM confirmed that AC do not hold the RGT constitution.</p> <p>Previously the RG were held by governance by 9 trustees (6 were elected from among the "subscribers" to the Recreation Grounds and 3 were Cllrs.) Cllrs were not there in their role of Cllrs but in a personal capacity. This has now changed as AC looked at the risk to Cllrs. RGT and other groups in Aberdeenshire were sent a letter</p>	

<p>about having Cllrs as trustees by AC but they and some other groups did not respond to the reminders. AC agreed that it wasn't appropriate for Cllrs to be trustees so RGT now elect all 9 trustees. SDCC have recently queried whether it is appropriate to have no community representation/involvement in the governance of RGT. AC were meant to oversee the election of trustees. WM oversaw an election in 2009 and at that point saw no reason to continue with this practice.</p> <p>In November 2015 the Long Leases Act will transfer the ownership of the RG to RGT with an ownership burden stating that the RG can only be used for recreational purposes. WM is seeking legal advice as to what would happen if the trustees were to benefit from this in the future.</p> <p>The Councils Planning Department had thought that this area had development potential and that it was a good site for retail but not at recreational expense. Planning officers had put this in the Main Issues Report but this was not considered by K & M Area Committee and will not form part of the new Local Development Plan, so it was not zoned for any other development.</p> <p>DS asked the trustees whether they had any questions or required clarification of WM's report.</p> <p>WE queried whether there would be any opportunity for the wider community to suggest any further burdens which might be placed at the transfer of the lease to ownership. WM responded that this is not possible.</p> <p>AS queried what would happen if new Trustees in the future put in an application for anything that isn't recreational on the site. WM is seeking additional advice to see who polices the restrictions.</p> <p>AN asked why AC didn't zone this area in development plan as recreational ground. WM confirmed that this area hasn't been zoned in the plan as it was never on the agenda.</p> <p>DF asked if changing the lease in November is a documentary process and, if so, then the new document should have information about the trust and trustees to safeguard the recreation grounds. WM was unsure but thinks that a new lease will have to be produced.</p> <p>DF asked what happens to RG ownership if the trust goes out of business. WM confirmed that the RGT's cannot benefit in a personal capacity.</p> <p>WE was concerned that if it does fold there must be a process in place to protect the land so it reverts back to AC's ownership. DS stated that this relates to DF's comment and maybe WM needs to seek more advice.</p> <p>WM confirmed that he will respond to these concerns.</p> <p>DS proposed that 3 trustees arrange to meet to look at STP's way forward. Trustees were confirmed as DS, AN and AS</p>	<p>WM</p> <p>DS/AN/AS</p>
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4. Coastal Flood Group

	Action
<p>DS was approached by John Briggs who thought STP were more closely involved with the Flood Action Group than was in fact the case in looking at the flooding in Stonehaven and said he would like the STP to get involved with this. DS as a result of John's intervention met Chris Anstock of the Flood Action Groups Coastal Flooding Sub Group on Monday. There is concern that the proposed flood alleviation scheme does not take coastal flooding seriously enough. Although STP have been asked to</p>	<p>DS/IM</p>

contribute at short notice all STP trustees agree that STP should support them. IM and DS will complete Aberdeenshire/SEPA consultation form showing STP's support.	
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5. Finance Report from JR Director of Finance

	Action
STP Cash in bank is £16,477 at 30.4.15 CCF Cash in bank is £15,595 at 30.4.15 Projections for 2015/2016 are required and will be completed on JR's return from holiday.	JR/IM

6. Communication – Report from Director of Communication, Wynne Edwards

	Action
<p>Communications Policy</p> <p>Communications Strategy is now in the Trustees Box. WE confirmed the policy for trustees speaking to the media.</p> <p>*EH arrived</p> <p>WE stressed that when speaking to the press ensure you only put out collective STP view and not a personal view.</p> <p>WE stressed the need for trustees to adhere to requests for the confidentiality of documents to be respected. From 1st June no personal e mails are to be used by Trustees; only STP e mails are to used for STP business.</p> <p>DS is to get in touch with Ian Hunter from Mearns FM to record the STP's advert</p>	ALL DS

7. Strategy – Report from Director of Strategy, Douglas Samways

	Action
Nothing to report	

8. Business Plan Items

Report of progress on individual projects has been circulated and is on website. What follows is an update on that information.

Project	Additional Information	Action
QR codes/Wifi in Stonehaven (DS)	Nothing further to report	
All Weather Facility (DS)	Nothing further to report	
Bervie Braes Road (DS)	Nothing further to report	
Plan B (DS)	Nothing further to report	
Court Building (DF)	DF reported that the Prince's Regeneration Fund have awarded 5 days of mentoring for free. This will enable the project to move forward on the 3 reports that are required, Susan O'Connor will visit next week for the first day. JR, EH and DF have met to plan what should be included in the day.	

	<p>£12,000 Heritage Lottery Funding has been awarded.</p> <p>DF has a Communication Plan:</p> <ol style="list-style-type: none"> 1. AC Education Department will have a public meeting regarding Dunnottar School chaired by Andrew Moir. 2. Announcement that funding has been received. 3. Meet with potential tenants. <p>WE thought the key message should be what STP is doing, not the amount of money awarded.</p>	
Improving Our Town Centre (JS)	Nothing further to report	
Former Gas Works Site (MW)	Meeting at Viewmount on 16 th June to discuss this	IM/MW
Land Train (MW)	<p>Both parts of the weather cover have now been delivered and will be fitted by Barry Foreman a driver and one of the mechanics at Stagecoach.</p> <p>Advertising is being discussed with potential advertisers in Stonehaven.</p> <p>As the mornings are less busy it was suggested that people should be able to book the train in the mornings at a cheaper price and perhaps the Tourist Information office would be able to help with this.</p> <p>It was also suggested that there should be a permanent board with weather protection showing the train times.</p> <p>A ¼ly profit and loss statement will be produced showing income and expenditure from April to June at the next meeting and every relevant quarter thereafter.</p> <p>BE presented the trustees with a safe for use</p> <p>RC got in touch with Claudia Stuerck, Strategy Development Officer, at Aberdeenshire Council who advised that the problem with the coach parking for the land train in the Square could be because the Land train is viewed as a train and not a coach. He confirmed he would contact her again for further clarification.</p>	<p>IM</p> <p>IM</p> <p>IM</p> <p>JR/IM</p> <p>RC</p>
CAT for Beach Toilets (MW)	Nothing further to report	
Stonehaven Harbour Development Feasibility Study (WE)	No further action until after the next steering group meeting when recommendations will be made by steering group to STP	WE
Energy Coop Initiative (WE)	Nothing further to report	

Cruise Ships (JR)	Invitation letter has been written and is to be sent to Cruise Ship companies. P & O, Holland American Cruise Lines, Norwegian Cruise Lines, MSC Cruises and Fred Olsen	IM
Caravan Site (DS)	Nothing further to report	
Christmas Lights at Harbour (JS)	This project has now been adopted as STP Project by trustees. KMcW confirmed that the Area Committee Budget can fund up to £1500 for lights – form to be completed by IM and suggested that JS speaks to the Local roads department regarding fitting	IM JS
CCF (DS)	Annual Monitoring form has been sent to CCF	
Boardwalk	JS met with Ian Thompson who had some good ideas and more information will follow	JS

9. Business Items

	Action
Disbursement of Funds - as above	
Report from/items to Community Council (KC/IB) Items to CC Court building Cruise Ships Harbour Development Feasibility Study Items from CC RGT covered already	
Feeing Market 6th June 2015 / Harbour Festival 30th August 2015 (ALL) The stall will include information to raise awareness of the STP, a prize draw (50:50) and fundraising donation bucket. Trustees are required to man the stall in 2 hour shifts from 8.30 to set up until 4.30 to take things down after the market closes at 4pm. Rota to be circulated by IM Requirements are raffle tickets, boards with photos of STP Projects, donation bucket, tables, float, newsletter other STP information.	ALL IM
Mains of Cowie pre-determination Meeting 29th April (DF/DS) DF spoke in support of STP's objection and DS spoke to his personal objection and attended the Area Committee meeting where Councillors recommended the rejection of the plan on 19 th May. This recommendation will go to full council next month. Sluie Estates have a proposal in for Mains of Ury. AN will invite them to come to the June meeting.	AN
Bag Pack Co-op – David Street Trustees have decided that this is not necessary so IM will cancel this so the date can be offered to other groups.	IM
Tourist Boat Trips to Fowlsheugh WE has confirmed that there are a number of vessels available but will look into this further for the next meeting.	WE
Report on KDP meeting AN reported he attended the last KDP meeting which included a presentation about community planning. They have £41k in the bank and after commitments there could be a potential £28k for funding.	

John McCrank presented their development plan.	
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10. AOCB

	Action
<p>Community Council Forum feed back</p> <p>DS attended this on behalf of the STP. Jim Savage(JS) Chief Executive of AC was keen to talk about growth and focus on infrastructure, DEAL, joint and integrated working. He would like AC to be a listening organisation. With budget cuts of £50 million AC will have to work even more closely with community groups.</p> <p>DS reported that there were a number of questions and comments relating to whether AC was a listening Council and how easy it was to contact specific services. Businesses were also mentioned with the example of how companies in Angus were getting better rates to encourage set up than companies in Aberdeenshire e.g. Edzell Woods.</p> <p>A representative from MAP asked how important JS thought it was for AC to work closely with Partnerships. JS responded by saying he thought it was very important. JS was asked about funding for partnerships from the council and stated that he is aware of the situation and will look into it.</p>	
<p>Clock Tower</p> <p>AN brought to the trustees' attention that the Clock Tower has had 820 visitors since the beginning of April and thought that there might be an official opening at some point.</p>	
<p>Website</p> <p>DF mentioned that the Web Site is due for a clear up as there is quite a lot of old information on it that could be archived.</p>	AN/IM

11. Date of next meeting

30th June 2015 at Invercarron Resource Centre, Dunnottar Lounge.

Meeting Closed at 21.30