



STONEHAVEN TOWN PARTNERSHIP
MINUTES OF TRUSTEE MEETING
HELD ON 5 JANUARY 2016 AT 7.00PM
AT INVERCARRON RESOURCE CENTRE, STONEHAVEN

Item**1. Welcome and Apologies**

Present Trustees	In attendance	Apologies
David Fleming (DF) Andrew Newton (AN) John Robson (JR) Bill Allan (BA) Jim Stephens (JS) Isabel Munn (IM)	Cllr Graeme Clark (GC) Cllr Peter Bellarby (PB) Cllr Raymond Christie (RC) Lynda Reid (LR) CAB Chair Douglas Samways (DS) Mitch Mackay (MM) Paul Melling (PM) Ian Balgowan (IB)* Knud Christiansen (KC)*	Michelle Ward (MW) Elizabeth Havens (EH) Charles Sands (CS)

2. Approval of minutes

	Action
On the proposal of AN and seconded by RC the minutes of the AGM and the meeting after the AGM of 24 November 2015 were approved. On the proposal of JR and seconded by AN the minutes of the trustees meeting of 27 th October were approved. These minutes will now be placed on the website. Matters arising from these minutes are detailed in section 3 below.	IM

3. Matters arising from minutes of 24th November 2015

Minutes of AGM and subsequent Meeting of 24th November 2015	
There were no matters arising from these minutes. PB asked for confirmation on who the newly elected officers are. DF confirmed he will be chair for 6 months but would like a vice chair and would like this discussed at the next meeting. AN was confirmed as secretary and JR as treasurer. JS, BA, MW and EH are all trustees.	

4. Finance Report from John Robson Director of Finance

	Action
Cash in bank as of 5 th January 2016 is £51,508. £36,753 is in CCF/Land Train and £14,755 is in the general fund. £9600 from the general fund is for the Court Building expenses	

<p>JR reported that there is approximately £11,000 from income from the land train. It was thought that some of this should be kept for a contingency fund but some could be spent on land train and other project requirements.</p> <p>It was agreed that JR should advertise that disbursements will be available and ask interested groups to get in touch by writing to STP by 15th March 2016. JR will prepare an advert.</p>	JR
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5. Communication David Fleming

	Action
<p>Policies</p> <p>DF reported that he thought that internal communication within STP has been OK in the past year but could be better, external communication is better as information has gone out from STP to other groups and the press as necessary. DF would like a review of the Communication Policy and has asked AN to review this to establish where it can be made more efficient. AN will report back at the next meeting.</p> <p>AN will set up Bill Allan's e mail</p> <p>PB queried whether AN will look at who should be the Director of Communication in this review and DF confirmed he will leave the review to AN.</p>	AN AN

6. Strategy – David Fleming

	Action
<p>Succession</p> <p>DF wants to ensure someone will take over from him in June and has asked the trustees to consider being the chair.</p> <p>Projects in hand</p> <p>DF would like to look at the projects in hand and see if they should continue. Asking the following questions for each.</p> <ul style="list-style-type: none"> • Should STP be doing this project, are we the right body in Stonehaven? • Who is the project leader? • What budget is required (if known)? • Is there a written plan/business plan for what STP should be doing? • When will project next be reviewed? <p>RC suggested that the trustees should look at the number of people available to do the projects.</p> <p>This proposal was accepted by all trustees in attendance and each project was looked at individually – see below.</p> <p>Business Plan 2016-19 – not discussed</p>	ALL

7. Business Plan Items

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

All the following projects were looked at with the criteria set out in section 6 to establish whether they should be continued or put into abeyance.

Project	Additional Information	Action
Court Building (DF)	There was a discussion on Business Plan for the Court Building and DS was asked to chair the discussion. Everyone agreed that	

	<p>the Business Plan had been well written with a lot of work going into it by DF.</p> <p>It was suggested by RC that Belinda Miller, Head of Economic Development at Aberdeenshire Council could take a look at the Business Plan, and this was agreed.</p> <p>DF confirmed that Letters of Intent have been received from 4 organisations so the report should be amended to include this information.</p> <p>MM queried who is going in to the Court Building as he thinks it should be kept as a “vibrant” building. DF and JR confirmed that anchor tenants are required first then it is expected that other groups and organisations will want to come in to use rooms in the court building.</p> <p>DF proposed that the report is sent to SCTS after amendments have been made and this was supported by AN and seconded JS.</p> <p>DF also mentioned that the transfer cost from SCTS of Arbroath Court was £1 and hoped that this would be the same for Stonehaven Court Building.</p> <p style="text-align: right;">This project is continuing</p>	<p>DF</p> <p>DF</p>
QR codes/Wifi in Stonehaven (DS)	<p>JS, AN and JR in agreement that this project is not going any further at present. Needs a proper document stating what this project is and what the costs and outcomes are.</p> <p style="text-align: right;">This project is in abeyance</p>	
Bervie Braes Road (DS)	<p>After discussion JR agreed to become the new project leader. He will look at the reopening of Bervie Braes on full time basis, what can be done with the unsightly barriers and changing the weight limit of the Braes to enable the Land Train to come down that route.</p> <p>DS confirmed that he had been in contact with Martin Kitts Hayes before Christmas, who confirmed that Aberdeenshire Council’s Roads and Legal Departments’ are not interested in opening all year, although they haven’t ruled out doing something about the barriers and changing the weight limit for the train. JR to look into this for next meeting.</p> <p style="text-align: right;">This project is continuing</p>	<p>JR</p>
Plan B (DS)	<p>The Plan for North East of Stonehaven. This project is In abeyance and will be revisited in January 2017.</p> <p style="text-align: right;">This project is continuing</p>	
Improving Our Town Centre (JS)	<p>It was agreed that this project is important although STP only one of the organisations involved. DF requested that JS asks at the next meeting for the group to appoint a leader and budget. JS to try to get a list of the outstanding items/actions</p> <p>The Harbour Illuminations and Boardwalk projects will also fall under this project.</p> <p>MM queried what the list of ideas are and what the budgets are.</p>	<p>JS</p> <p>JS</p>

	BA queried what council can do or what other people can do, i.e. council, individuals or other groups. This project is continuing	
Former Gas Works Site (MW)	DS thinks there could be movement in this and this should be progressed by MW when she returns from holiday. DF to contact her on her return. This project is continuing	DF
Land Train (MW)	This will be removed from projects and added to Business Items to be discussed monthly.	
CAT for Beach Toilets (MW)	JS spoke to Neil Graham who now runs the amusements and who might be interested in renting part of the Beach toilet. JS to ask him to come to next meeting. There was some discussion on what has already happened with the beach toilets and AN confirmed he was waiting for a response from Tom Buchan. It was agreed that a decision on the Beach toilets will be deferred until the next meeting in February.	JS AN
Energy Coop Initiative (WE)	After discussion it was agreed to put this project into abeyance. This project is in abeyance	
Cruise Ships (JR)	IM will contact cruise companies again to see if they are interested in coming to Stonehaven for tours. AN mentioned that Whitehaven have received FLAG assistance for a pontoon and for seating etc. around the harbour. JR and IM will look at this funding to see what can be claimed and IM will see if any of the Improving our Town Centre actions could be funded through FLAG. This project is continuing	IM JR/IM IM
Caravan Site (DS)	This will be removed from projects and added to Business Items to be discussed monthly.	
CCF (DS)	This will be removed from projects and added to Business Items to be discussed monthly.	
Clock in Market Square	DS reported that he, AN and DF met with Douglas Knox and others to establish who owns clock and tower and what requires to be done. There was a visit from Aberdeenshire Council to the clock and tower before New Year, where it was found that there was water leaking into the Unionist Club. The Unionist Club has sent a solicitors letter to Aberdeenshire Council to see who owns the clock and tower and is therefore responsible for repairs. This was sent in December. AN confirmed that SBA had asked for help with this project and after discussion it was thought that the Unionist Club and Aberdeenshire Council should be left to deal with this. This project is now in abeyance. AN to write to SBA and the Unionist Club to let them know. This project is in abeyance	AN

8. Business Items

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<p>Report from/items to Community Council (KC/IB)</p> <p>Items to CC None</p> <p>Items from CC Next CC meeting is Wednesday 13th January AWPR gave a presentation which included - junction design, future disruptions in next 6 months (a bridge to be demolished and average speed camera 50mph). They will inform people asap. IB was concerned about water run off after heavy rain from Netherley Road, and there was flooding after Christmas from this. Daniel Carnegie sent photos around about this which has led to Jim Savage AC asking the Roads Department to sort this out. Mill of Forest 500 houses - CC have objected to this proposal Kirkton of Fetteresso- CC raised concerns about run off and there have been a lot of problems. SEPA have been called out 4 times between Christmas and NY. Developer to pay a certain sum to schools and the developer claims that the amount is too high. CC is not happy with this and has objected. RC says this should come back to Area Committee as it's a fundamental change to the plans. CC have suggested using an Independent hydrologist to establish potential problems with drainage calculations produced by developers. Defibrillators– will be placed in the Co-op David Street, Market Square, Harbour and Mackie or Co-op garage.</p>	
<p>Report on KDP meeting (AN) KDP's last meeting was at beginning of December, AN confirmed there was nothing to report. Date of next meeting is 27 January. PM reported that KDP have e mailed all members and to assist with flooding in Kincardineshire by putting groups in touch with each other.</p>	
<p>Reports from discussions with Aberdeenshire Council DF reported that he would like to have better dealings with Aberdeenshire Council to move things on more quickly. After discussion it was agreed that DF will write to WM to set up meetings every 2 months to go through STP's concerns and these would be reported back to the trustees so that WM doesn't need to attend meetings.</p> <ul style="list-style-type: none"> • East Newtonleys (Pre consultation of Spurryhillock depot) DF reported that it was his understanding that after the last meeting they were going to review what had happened. IB and KC arrived* • RGT KC confirmed that a burden has been applied to the lease so that the Recreation Grounds can only be used for recreation purposes. PB will find out what other burdens are in place and report back at the next meeting • Bervie Braes Road See above • Use of Lamp posts for Christmas lights JS confirmed that the lampposts at Shorehead are not strong enough to take the weight of lights and that there are only a certain percentage of lights that a town can use for electricity supply to Christmas lights and Stonehaven has gone over this. 	<p>DF</p> <p>PB</p>

<p>SBA want to be involved with this and JS has spoken to harbour residents, who have confirmed to him that they would like the lights all year. JS is going to look into this to take it forward.</p> <ul style="list-style-type: none"> • Former Gas works site See above • Funding of rural partnerships KDP have been promised additional funding for 3 years, although it is unlikely that there will be any funding from this for STP running costs. 	JS/SBA
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9. AOCB

	Action
<p>Caravan Club DF waiting for confirmation that the lease has been registered to finalise the transaction.</p>	
<p>OSCR AN confirmed that Charlie has completed the final report and this was submitted by 31 December</p>	
<p>Men's shed BA mentioned that Inverurie Men's shed has a workshop, metal work and wood work and the Rotary Club in Stonehaven would like to get a meeting with interested parties to set one up in Stonehaven.</p>	
<p>Mearns FM Next advert is to be recorded, and new carriage is to be publicised</p>	DF
<p>Christmas Tree KC had watched the Christmas tree being taken down and reported that it had not been done very safely</p>	

10. Date of next meetings

4th Tuesday of every month

All to take place at the Invercarron Resource Centre in Dunnottar Lounge.

23 rd February	22 March	26 th April	24 th May
28 th June	No Meeting in July	23 rd August	27 th September
25 th October	22 nd November AGM		

Meeting Closed at 21.30