

**STONEHAVEN TOWN PARTNERSHIP
MINUTES OF BOARD MEETING
HELD ON 23 APRIL 2013
AT THE INVERCARRON RESOURCE CENTRE**

	Item	Action
1	<p>WELCOME AND APOLOGIES</p> <p>Present: Doug Samways (DS) Wynne Edwards (WE) David Fleming (DF) Alan McConnachie (AM) Alan Sutherland (AS) Michelle Ward (MW) Cllr Peter Bellarby (PB) Cllr Raymond Christie (RC) Cllr Graeme Clark (GC) Frank Budd (FB) – arrived shortly after the meeting started</p> <p>In attendance: Charles Sands (CS) David Lawman (Stonehaven & District Lions) – joined during the meeting Willie Munro (Aberdeenshire Council)–joined towards the end of the meeting</p> <p>Apologies: None</p>	
2	<p>MINUTES OF LAST MEETING</p> <p>The Minutes were approved.</p>	
3	<p>MATTERS ARISING</p> <p>BEACH TOILETS DS asked if the council had taken it over. AS received an email to say it was going to open last weekend. He has also spoken to Horizon about flowers. ACC staff are doing the opening and closing. Leave it but continue to monitor. Thanks from STP to council for making sure the toilets are open.</p> <p>REVIEW OF CARAVAN PARK ASSET TRANSFER David Dobie and Keith Allen have both shown interest in joining group to review caravan park transfer. It was agreed that the three directors from STP who would serve would be DS, AM and MW.</p> <p>RNLI DF reported there was a response from Paul Jennings. A public meeting had been held. DF had phoned George Strang who organised it at short notice. There were 100 people there. There were more than enough volunteers and an inshore rib has arrived. The senior people are appointed with a view to trials in May and being on station in June. We have received a letter of thanks from RNLI's chief executive. They will use an inshore boat for 1 year and then look at a larger vessel – but a large number of MRI crew are excluded because the RHLI's age restriction</p>	

	<p>BERVIE BRAES MW reported back on her attendance at Policy & Resources Committee. They agreed to look again at the matter after the summer. Philip Mackay had confirmed the road would open in 4-6 weeks time.</p> <p>FB arrived and asked why RC and Wendy Agnew were so hostile. RC said he asked about the £9m – if it had come from another councillor it could have been even more hostile.</p> <p>DS expressed thanks to WE – the covering letter and copy of report were excellent so councillors should have been well briefed.</p> <p>AS said that until people got involved the road was going to be shut. So get the evidence and put the case and you can overturn what would be a bad decision. FB and MW were thanked for attending the P&R meeting.</p> <p>DS asked about a survey of the use of road. FB thought there will be an electronic census. DS thought we needed more than that – e.g. asking people questions in a structured way at the castle. WE suggested a survey but Dunecht Estates already did one. MW is speaking to Wendy there and will ask about a joint survey of castle users.</p> <p>RC suggested we told economic development what we proposed and DF suggested we asked if they would help out with our proposed survey.</p> <p>AS suggested a “scenic route open for cars” but FB said Robert Armstrong had already confirmed it was going to be looked at. FB to ask Robert when this would be done and keep us informed.</p> <p>CARAVAN CLUB On agenda for later.</p> <p>ALL WEATHER FACILITY On agenda.</p>	
4	<p>NEW DIRECTORS</p>	
5	<p>FINANCE CS presented management accounts and a draft budget.</p> <p>DF commented that the bank balance is growing.</p>	
6	<p>DIRECTOR OF COMMUNICATIONS REPORT</p> <p>WE said he had initiated setting up a site within the website – for the directors and CS. He thought that within 7 days the draft minutes could be on the site, with the corrections being done there. After they had been there for 14 days for amendments, the minutes could close. There would then be no further corrections - just matters arising. Those would then become the minutes to use, and they would be published in due course.</p> <p>At the moment WE is refining the site onto which they will be placed and then will circulate how to do this. Not all STP email accounts are working, and it is not possible to send attachments from the site – so for now use ordinary emails.</p>	

	<p>Caradon has now completed all of the background work. The old STP site is redirecting to the new one.</p> <p>There is no Agenda publicly available and at the moment the minutes are 3 months behind, but this will resolve itself. "The meeting is open to members of the public" will be added to the agenda.</p> <p>WE asked about the Feein' Market stall, and suggested we have promotional video stitching together stills and images – for what STP has achieved – running on a loop. For £200 we could have one done easily for 1st June.</p> <p>DF is not there so who is going to organise stall? It needs to be situated near a power supply. We will have the PFR display material, which can be put in Divas after PFR and then moved for the Market. DS thought this was worthwhile.</p> <p>WE is not there either. FB on rotary. MW on a stall. AS and AM can help. DS to organise the materials being moved from Divas to the stall.</p> <p>Approval given for video but WE wants contributions, photographs etc, from everyone.</p> <p>Michael Innes suggested WE attended the next community council meeting (2nd Tuesday) to invite contributions for the video.</p> <p>WE and AS have also had a discussions about sharing info between the STP website and Stoney Voice.</p>	
7	<p>DIRECTOR OF STRATEGY REPORT</p> <p>Nothing to add at this time.</p>	
8	<p>BUSINESS PLAN ITEMS</p>	
	<p>QUEEN ELIZABETH CARAVAN PARK</p> <p>There is a meeting on 3rd May at 4.30 to discuss incursion of 100 tonnes of earth – at Willie Munro's office. FB to join DF there. DF has circulated the letter to Willie with a draft agenda. The contentious issue is the "independent assessment" of options. DF does not agree we can do without that – can he stick by that in the meeting?</p> <p>WE agreed to a point but if that is going to delay corrective action that needs to be considered. DF didn't think it would delay it. The Caravan Club has no design. It will stay as it is this season. It will be grass seeded up to the barrier this season. Landscaping has not been decided by CC yet, so we are not sure what if anything will happen. The area of land that is left is unusable for anything at all. Remedial action will not be taken 'til the park closes in the winter.</p> <p>6 out of 8 of the tent pitches were destroyed by this work. There is little other flat ground, although they could put tents on the caravan pitches.</p> <p>DS suggests 3 from STP should attend the meeting. Tony is not bringing anyone.</p> <p>FB has had response from caravan club on the production of a brochure. Robert Armstrong thinks the council can match fund a "Stonehaven guide" .</p> <p>The caravan club are still talking about opening early – possibly as soon as 6th June.</p>	

	<p>ALL WEATHER FACILITY</p> <p>The steering group met on Monday, but the last meeting had been more widely attended. The steering group to meet again on 28th. There are different views on whether the steering group should delivering the one project and then handing over to management group later, or not. That does not seem to be the perspective of Graham (football lobby) and Gerry (ambivalent – to promote sports in Stonehaven). There are already groups that could lead projects along that broader line.</p> <p>WE was one of 3 tasked with drafting a constitution and will therefore have his (2 page) draft constitution prepared. Alternative constitutions run to up to 64 pages, and a decision on this will be needed.</p> <p>DS's view was that again there was a conflict between the football clubs and the others. They can match fund from Sport Scotland. And the pitch will be used by them giving little opportunity to anyone else. But DS thinks it should be more – e.g. a pavilion that could be used for squash.</p> <p>WE thought the football lobby are pushing a phased development. Pitch first – rest later. WE thinks priority should be given to those who have no facility at all – so develop the indoor part as phase 1 and the outdoor part as phase 2. But this needs addressed in the steering group and we need to keep attendances up here.</p> <p>AS asked how many people in the town knew this was going on? DS confirmed that quite a number of people were sent a questionnaire.</p> <p>DS asked the Aberdeenshire councillors present what was agreed. RC said it was an all weather pitch but not just for football. It has to be other things too</p> <p>DS said the football clubs are using all weather pitches in Portlethen and Aberdeen, so they had facilities. PB saw this as in an opportunity to lever in additional funds from elsewhere.</p> <p>AS though an all weather football pitch must be a good idea – there is the demand. But actually what does the town need? Raise the stakes – be more ambitious. Don't blame the footballers.</p> <p>GC said the Macrobert Pavilion sees Links Park in Montrose being used all the time but he didn't know if you can use the same surface for all these sports. Is there one surface. Michael Innes advised that you can't play hockey on a football and rugby surface, but you can play hockey and football on the same surface. The money is for a community project – it is not for a one-off – it is for match funding as a community project to fit as many clubs as possible.</p> <p>RC – it has to be other sports. DS – the use that football would give it would exclude everything else.</p> <p>The constitution is being debated and we need to make sure it was wide representation</p>	

TOWN HOUSE / CLOCK TOWER

Brian Watt and Raymond Milne addressed the meeting.

The Council wants to use NE Preservation Trust as project supervisor, and should be able to give work to them without tender. They also wanted to use same conservation architect and Procurement has agreed – again this does not need to go to tender. Mr Watt was at a meeting this morning with Historic Scotland – he had not been sure how much of internals they would allow to be removed. They agree the structure has been changed too much for there to be anything of great value – the water tanks can come out.

Internal options are being assessed. There is still not much space but they will probably use a spiral staircase and glass floor. Drawings will be available over the next few months. Meetings will be held in due course. Then he will take though planning – July/Aug start with a view to completion before Hogmanay – barring unforeseen circumstances.

As far as the use of local contractors is concerned, they are still wrestling with that. They need to use a recognised lime mortar contractor and there are not many around. The contractor will have to agree to consider subcontracting to local people but they can't be told who to use. We have to either just say "use local" or give them a comprehensive list of who they should consider.

We need to use bigish main contractor but we hope they will then use local (Stonehaven) subcontractors. The main work will go to tender, but not the detailed design. It is quite a complex project so we can't break it up without potentially someone blaming "someone else".

The biggest part of work is the stonework. There are 4 dummy windows that don't look great. RM thought all the windows should look the same – and the blank windows should look like the rest.

Douglas Cusine from the Heritage Society confirmed that the barometer is fixed and cleaned and being stored ready to be refitted.

BW has also asked about subtle lighting, Christmas lights and a tannoy system.

DF suggested a display at PFR. AS commented there had been little publicity. BW thought we did not want to get into a protracted consultation. But DS confirmed we would like a small display for 4th May.

BW wondered how it would function when complete. The building deserves a use. It may just be display space. Even on 3 floors it is limited. But interpretation on old town, perhaps. Perhaps it can be an annex to the Tollbooth? The Heritage Society is another option. Can it be opened at least at weekends?

What is wanted? Display space for an artist? A craft workshop? Fireball making for beginners? Feedback on that would be useful.

DUNNOTTAR PATH

BW has also looked at path. There are both temporary solutions and longer term ones to get around two main slips, but there are other areas of concern.

A large number of people are ignoring the barriers just now. People are getting round the slip near the war memorial. The path can be ramped up on the shelf where people are walking. The area around the war memorial is scheduled, but the house on the bottom of the slope has no particular significance.

Discussions are being held with Dunecht Estates and it may be possible to do

	<p>something temporary before Mr Pearson returns at the end of May and a final decision can be taken.</p> <p>In a wider context, there are coastal path problems from St Cyrus to Portlethen. The maintenance total is pushing £350,000 against an very small annual budget £20,000. Dunnottar is only part of it. And there is also an issue that these are major pieces of work and who is going to deliver it. Dunnottar is the priority. But can we get the correct specialist contractors (who want to do high level work over the summer, and only come down to the coast in the winter). We are still negotiating with the estate.</p> <p>The signs and barriers will get moved when the temporary path is in. FB offered his congratulations. DF said this was much better than we believed. The estate will have to be paid for the land take, but they seem amenable to us taking a bit more – which would give leeway for further slips.</p> <p>At some point there will be a full coastal path survey (£50,000 funding obtained) from Cullen to St Cyrus. In some cases the path will have to be moved inland to avoid continuing to throwing money over the cliff – e.g. at St Cyrus. This will identify and route and go through to the start of landowner negotiation.</p> <p>WE to draft press release on both topics – Town House and Coastal Path. And email through to BW with a view to getting some publicity. BW and RM left at this point.</p>	
	<p>STREET AUDIT / IMPROVING OUR TOWN CENTRE</p> <p>LOCAL DEVELOPMENT PLAN</p> <p>DF said the local development plan is now going through its 5-year life cycle. What has changed since the last time? If there are burning issues we need to get them in within a few weeks. At the same time, the council will also ask developers (such as David Strang Steel) and that has started already. But we must consider main issues for next time (after PFR).</p> <p>For DF the issue is the Netherley Road junction. If you do say yes to meeting one developer we may have a stream of others. If we are going to express a view, be cautious about what we say to developers in advance.</p> <p>PB thought STP should have had a communication from Piers Blaxter (team leader). DF wasn't aware of that. This exercise went before infrastructure services, and PB asked for STP to be added to the list of consultees. PB/DF to check if that went out. We don't have much time – weeks rather than months.</p> <p>Community Council will be deciding how to handle applications at their next meeting. We can leave that for now.</p> <p>MW to reply to David Strang Steel that we are considering his request to speak</p> <p>FB – maybe we should organise a public meeting. Michael Innes said we had to be careful – if he meeting with a group is that consultation? Michael Innes thought that consultation in that sense could not take place until the actual application is made. DF thought there was no requirement to consult to have input into the local plan.</p> <p>DS repeated DF's comments that we need to be careful about what we say and what we endorse. Michael Innes also thought the community as a whole needs to see what is being proposed. So to get on then we can have one speaker and DSS can be invited to the next meeting so we are further down the line.</p> <p>If the community council take on wider public consultation then we should be involved.</p>	

	<p>PLANNING FOR REAL – Exhibition / reporting / community plan</p> <p>STREET AUDIT The Powerpoint presentation is ready for PFR and on the website. Need to get a list of who owns the residential properties. DS asked if that could be part of Feein' Market, and WE thought it could.</p> <p>PfR The exhibition is 3rd and 4th May – upstairs at Royal. 1.30pm set up by DF. Open 6.30pm – 8.30pm and Saturday 10am to 5pm, A rota was agreed.</p> <p>Displays from : Tollbooth Caravan Club Community Planning Lathallan School</p> <p>To DF's dismay there is no intention to consult on the community plan. Lead Partners have been assigned – almost all Council officers. They are going to draft and proof read and finalise all on one day, and then the plan is going up for approval. DF wants to stand down after the next meeting in view of the lack of effect our involvement has had.</p> <p>DS expressed the board's thanks to DF for his attendance over the year.</p> <p>WE thought maybe someone else could go in with a more positive spirit? DF was dismayed that it was not more community focussed. DS – PFR tells you more. DF – and they call it a partnership but Fire don't attend. Police are there. DF is there. Michael Morgan from Newtonhill attends. No one from Mearns or Portlethen. NHS attends 50% of the time.</p> <p>AS – similarly the Ward Forum said it was well attended but who was there apart from officials and people like STP? RC – it has never worked like it should work PB – this could be a good thing. Here was an opportunity to comment on waste management (food waste) and no-one commented. DF – the marketing of it is non-existent. And the perception is that it doesn't change anything. Brian's comments are a classic – we can now say those things are in PFR and the council has taken them on board. AS – the council purposely avoid making these difficult controversial forums? DS – there is a better way of publicising it – put an advert on TV, WE – we need to look at an alternative way of delivering that message? Can we suggest an alternative that gets some community interest? RC – yes STP can do that? WE – or maybe we just let the thing die? FB – if you advertised a waste meeting you would fill the town hall DF – the process is just not working and that message needs to get through GC – people will turn up if they feel services are threatened, so they should have put in the leader that the council will not collect glass DF – people will put up with that if it is explained why MI – the council needs to look at their communication department. Where was the communication about recycling, for example? If you want to contact STP you know who, but for the council there are no contact details on any website. Last year, we are going to spend ££ on consultation. Where is it? PB – the new arrangements are 18 months after and there will be events to explain them. AS – people might be glad to know the recycled glass goes into whisky bottles.</p>	
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	<p>RC – this is coming from Holyrood.</p> <p>Willie Munro arrived</p>	
9	<p>BUSINESS ITEMS</p> <p>STONEHAVEN AS A FAIR TRADE TOWN</p> <p>PB confirmed that there were Fair Trade documents about. There is a fair trade group – going since 2011 and they are about to submit the application. The Fair trade foundation website and Scottish Fair Trade forum give more details. A resolution will be put to Area Committee in due course. Does STP support this? PB just want STP to say you support the idea. A steering group is convened. There is a draft constitution, and on Saturday May 25th at 12 noon there is a meeting to discuss – hopefully the first AGM</p> <p>This is not about forcing people to drink the coffee or whatever. It is about giving the choice and perhaps helping with a bit or marketing. As well as 3rd world countries, there is a bit in the constitution about farmers markets and whatever.</p> <p>DS – do we support it in principle? AS - there is another side to this? DS – you have doubts about how it works AS – personally I would vote against it. PB – the coop is beside the point FB – I like the principle and propose we do. DS seconded GC – it is a positive move for Stonehaven. WE – I am not so much concerned with Stonehaven. Historically it has been cynical exploitation, Where it works it works well and I would second FB’s motion.</p> <p>The meeting was not unanimous, but on balance it was supported.</p>	
	<p>CONSTITUTION / SCIO APPLICATION</p> <p>SCIO – came across a problem with trustees. Scan and email contact details to DS. Doug@stpweb.org</p>	
	<p>DISBURSEMENT ARRANGEMENTS FOR QECPS INCOME</p> <p>Disbursement arrangements – MW is still waiting for confirmation of the VAT recovery.</p>	
	<p>RUNNING THE WARD FORUMS</p> <p>See Community Plan above.</p>	
10	<p>AOCB</p> <p>DF – Meikle Carew applications have to be in by 4th July. MN found out from Durriss community council. So be aware you need to get your act together quickly. They have £22,500 across 5 community councils.</p> <p>COASTAL COMMUNITIES FUND</p> <p>MW proposed we employ a strategic development manager and apply for salary and land train, various matters – pool and town. Including drivers, conductors and money for marina feasibility study, drawing economic impact and environmental assessment.</p> <p>Willie Munro advised there was no identified budget. There were two bids for funds from the Coastal Communities Fund – the two bids need clearly to be cross</p>	

	<p>referenced. MW said we have a draft application for discussion, and were still waiting for quotes.</p> <p>DS asked if we meet the criteria? MW thought yes.</p> <p>FB sought confirmation that all was required tonight was support in putting in the application? MW – yes</p> <p>WE said he had a meeting about the harbour/marina aspect. I have arrived at the same point from the point of view of the energy cooperative. We need someone to take this project forward so I would support on it and to move forward quickly. The role of the person would encompass energy if we take it forward as a project.</p> <p>MW thought the person applying for the job would have to apply to fund their own salary. It was thought that the council could certainly not fund that post in its entirety but there are pockets of money what are possible help.</p> <p>Meeting closed at 9.45pm</p>	
12	<p>DATES OF NEXT MEETINGS – 4th Tuesday of the month</p> <p>Future meetings are on:</p> <ul style="list-style-type: none"> • 28 May 2013 • 25 June 2013 • 23 July 2013 • 27 August 2013 • 24 September 2013 • 22 October 2013 • 26 November 2013 (AGM followed by brief directors’ meeting) • No meeting in December, then back to 4th Tuesday from 25 January 2014 onwards 	