

**STONEHAVEN TOWN PARTNERSHIP  
MINUTES OF BOARD MEETING  
HELD ON 25 JUNE 2013 at 7.00pm  
AT THE INVERCARRON RESOURCE CENTRE**

	<b>Item</b>	<b>Action</b>
1	<p><b>WELCOME AND APOLOGIES</b></p> <p><b>Present:</b> Douglas Samways (DS) Frank Budd (FB) Wynne Edwards (WE) David Fleming (DF) Alan McConachie (AM) John Robson (JR) Cllr Peter Bellarby (PB) Cllr Graeme Clark (GC) Allan Sutherland (AS - arrived during meeting)</p> <p><b>In attendance:</b> Geoff Runcie Karen McWilliam (KMcW) Charles H Sands (CS)</p> <p><b>Apologies:</b> Michelle Ward (MW) Lindsay Verstralen (LV) Cllr Raymond Christie (RC)</p>	
2	<p><b>GEOFF RUNCIE – FORDOUN VILLAGE HALL</b></p> <p>Mr. Runcie outlined the problems he had in looking at the status of the Fordoun Village Hall. There was no single "route map" of what needed to be done. There was a "Running your village hall" folder from the Marr Area but it concentrated on compliance requirements.</p> <p>There was general agreement that in relation to what Mr Runcie was attempting to do so there was a huge jigsaw, but the pieces were not collated. The pieces included the Development Trust Association, the Rural Area Partnerships, OSCR, ACVS (Ed Garrett in Stonehaven and Alan Young in Banchory), and the village halls association. There is a document too by the Laurencekirk community planning group about running voluntary organisations.</p> <p>PB thought there were a number of things designed to help. KMcW said Mike Powell was working with the legal department, but there was still a lot to be done – but in the meantime Community Learning and Development might be able to help until the new rural area partnership is set up.</p> <p>Mr. Runcie confirmed he would keep STP advised of his progress after he had spoken to ACVS.</p>	
3	<p><b>MINUTES OF PREVIOUS MEETING</b></p> <p>The minutes were approved, subject to various typographical changes.</p> <p>JR's group had now applied for membership and his nomination as a director was therefore now accepted.</p>	
4	<p><b>MATTERS ARISING</b></p>	

	<p><b>BEACH TOILETS</b> Page 5 – Beach toilets signs. It is thought that the main culprit causing the damage may have been caught, so signs may not be required.</p> <p><b>VISITORS SURVEY</b> DS – the survey has not yet been done.</p> <p><b>ROAD SIGNS</b> FB – the bulk of the work is done, and we should compliment the council.</p> <p><b>WEBSITE</b> This will be covered by WE later</p> <p><b>CCF</b> Land train is on the agenda.</p> <p><b>FEEIN MARKET</b> AM and DS and others were there. It was not a particularly useful exercise. If we do it again, plan well in advance and have a raffle or something to bring people in.  AM thought a message on a particular project would make it easier.</p>	
5	<p><b>FINANCE – REPORT FROM DIRECTOR OF FINANCE, MICHELLE WARD</b> There was nothing of significance that CS was aware of. DF advised that we have had the 2<sup>nd</sup> payment from the Caravan Club.</p>	
6	<p><b>COMMUNICATIONS – REPORT FROM DIRECTOR OF COMMUNICATIONS, WYNNE EDWARDS</b></p> <p><b>DIRECTORS AREA ON WEBSITE</b> WE advised that there was a technical hitch with the directors review area of the website. He has had a meeting with Andrew Newton. It will be operational by the middle of next week, and he then will send out step by step instructions. The idea is that this is a secure access point for directors only – e.g. provisional minutes. Simple corrections can be done there before the meeting.</p> <p>The final minute can then be approved by the next meeting and can be put up on the site immediately.</p> <p>The April Minutes can now be put on the website by CHS.</p> <p><b>EMAIL ADDRESSES</b> WE received a number of emails with corrupt attachments, and was able to block them. The previous email address is blocked. The only email address to use is stpweb, or it will not get through.</p> <p>There have been glitches on site with the creation of email address, and WE will email CS and JR when they can go online</p> <p>AS arrived</p> <p><b>VIDEO FOR WEBSITE</b> The video for the Feein' Market was not the finished product. There is still time for changes. The idea is once it is agreed we can place it on the website, and YouTube too, but it first needs to be approved.</p> <p>WE suggested it could also be used as part of a presentation for another project. Suggestions are welcome. DS thought the music was dull, and there needed to be a voice over. AS said he was having issues with logging in and the installation page, and WE thought he could rectify that transition problem.</p>	<p>WE</p> <p>CHS</p> <p>WE</p> <p>WE</p>

	<p>Apart from CS and JR, they are all working although DF and FB still need matters sorted. WE will rectify.</p>	WE
<b>7</b>	<p><b>STRATEGY – REPORT FROM DIRECTOR OF STRATEGY, DOUGLAS SAMWAYS</b></p> <p>DS advised that he had not yet arranged the meeting by Kevin McDermott, but that he has agreed to help us out with a health check.</p>	
<b>8</b>	<p><b>BUSINESS PLAN ITEMS</b></p> <p><b>QUEEN ELIZABETH CARAVAN PARK (DF/DS/FB/WE)</b></p> <p>The QECP opened on 14<sup>th</sup> successfully and was immediately very busy. The users are delighted and there were no problems reported by Cowie residents.</p> <p>The issue of the embankment continues. DS, FB, WE met with Aberdeenshire Council's Chief Executive yesterday. They are in the process of looking at emails – to see if their view of events is same as ours. Another meeting will be held on 8<sup>th</sup> July. There are continuing communications with Tony Barnett of the Caravan Club and there are possible solutions. There is a will to sort it out.</p> <p>GC – kids climbing over the fence, and seagull noise were only problems. WE – replacing signs saying "don't feed the gulls" might help. FB – arranged a visit for Carl Nelson, Willie Munro, photographer, others visited who were very impressed.</p> <p>DF –the official opening will be on 5<sup>th</sup> July, and there will be more publicity then. Detailed arrangements are still awaited.</p> <p>GC – said the bins had been full. The council worker that empties them did a good job or there would have been a problem with seagulls The STP expressed their appreciation to the council employee.</p>	
	<p><b>ALL WEATHER FACILITY (DS)</b></p> <p>Two meetings of the SCAWSF Committee have been held recently and another is due. The decision has been taken to recommend Mineralwell, and there is pressure to get the money spent by March. Any investigation into utilising the Mackie site could have delayed the decision too long.</p> <p>The surface will be one which is suitable for most sports. The rugby club now appears keen to get involved. The constitution will be finalised shortly. Sport Scotland ("SS") giving advice on the constitution and funding. Officials including chair have been appointed, and Michael Innes is on the committee too. A wide range of sports are represented. There is no room for a running track in these proposals but could be in the next phase which might also involve the pavilion. Match funding is being sought from Sport Scotland.</p> <p>FB asked if we could be assured that football will share the facilities.</p> <p>DS –advised that the committee will see it through to building, and then there will be a management group set up. We have to recognise football has most teams, but we can be reassured that Sport Scotland will not fund it if there is a problem, but we need to continue to watch this.</p> <p>The cricket club and others may use it. Maybe the council will consider looking at the road in – if usage is going to be increased. And an engineer had a look at it in terms of flooding and it wouldn't stop the process.</p>	
	<p><b>TOWN HOUSE / CLOCK TOWER (DS)</b></p> <p>There was no update, and it was agreed to ask for feedback in August.</p> <p>KMcW – same deadline (March). But we need to ask Bryan Watt for an update and maybe to attend on 27<sup>th</sup> August – but report would be enough.</p>	KMcW
	<p><b>STREET AUDIT / IMPROVING OUR TOWN CENTRE</b></p> <p>Maureen Newlands may be able to help further, if required.</p>	

	<p><b>PLANNING FOR REAL</b> DF has briefed Maureen Newlands to speak to people to check ownership of certain properties, and holidays permitting a first draft report may be ready for the next meeting.</p> <p>AS advised that Donald Mitchell had given him historic planning documents, and suggested these be scanned for inclusion on the website. DF said if they were the 2020 ones he might have them already, but there was no reason not to put them on the website.</p>	DF/WE
	<p><b>MARINA</b> We have applied to the Coastal Communities Fund and got through to second round. That will require work, so LV, WE, MW and DS to take that forward. The applications significantly exceeded the fund. DS, WE, MW and LV to meet to discuss.</p> <p>DS advised that LV was following up an application to the Fisheries Fund (see AOCB).</p>	LV/WE/DS/ MW
	<p><b>BERVIE BRAES ROAD</b> The road is now open. FB has asked if it could be widened. Gordon Ritchie has said the drive is not relaxing and that he has stopped using it. Philip Mackay's response is that they have done all that they are going to do.</p> <p>DS asked if there used to be a 20mph limit. He thought it was slightly ridiculous that the cyclist area was wider than the vehicle one. FB thought we would just have to run with it this season, but that no doubt it would close and then be reassessed.</p> <p>WE thought whatever action we tried to take is not going to have any effect this year. But we should be encouraging people to use it (and record it) to reinforce our commitment to it being opened.</p> <p>FB agreed we should encourage traffic to use the road to make sure they cannot close it. If there are no slips over the winter, we can say please reconsider. They did say they would do so.</p> <p>DF commented that there had to be a road closure order and we need to consider opposing it.</p> <p>KMcW advised that it will be reviewed but not before road is closed. The matter will come back to area committee - probably after the winter.</p> <p>DS –said we also needed to try to assess impact on business in the town.</p> <p><b>LAND TRAIN</b> DS was not sure how MW was now getting on. The delays were to do with permissions e.g. weight limits (laden or unladen) with which we would have to comply.</p> <p>FB did not think it would happen by July. The operator has rented out the particular train we wanted to someone else, but others would presumably be available.</p>	
10	<p><b>BUSINESS ITEMS</b></p>	
	<p><b>CONSTITUTION / SCIO APPLICATION</b> DS has had a response to the application, which looks straightforward – e.g. to align the SCIO's purposes with their activity requirements, to clarify the relationship with council, to confirm if there were any elected councillors on the board etc. The reply has to be submitted in two weeks, so progress is being made.</p>	
	<p><b>DISBURSEMENT ARRANGEMENTS FOR QECPS INCOME</b> MW is apparently still waiting to hear about whether the VAT claim meant there were OAITs funds to distribute.</p>	

	<p>DF – Under a joint process the evaluation of bids would be done jointly, but the judges would then recommend back to the STP who would have the final say on any distribution.</p> <p>This can be looked at again when MW is back.</p>	
11	<p><b>OACB</b></p> <p>MAP/KMAP There is a MAP and KMAP meeting on 27<sup>th</sup> at 7.30 to establish a willingness to form a new partnership and to form a steering committee to take matters forward. We need to be represented</p> <p>COMMUNITY PLANNING GROUP MEMBERSHIP DF resigned at the last meeting. Willie Munro asked if we wanted to be represented, but there were no volunteers.</p> <p>STP AND THE RUNNING OF THE WARD FORUM (Ward 18) DF advised there had been three meetings and attendance at the last one was poor. The language that was being used was council officers saying “we have to do this” and “we have to do that”, whilst this was about the community and not the council running things. It seemed to him that the partnerships should do it in their areas.</p> <p>KMcW confirmed that community planning was not just about the council. DF thought the agenda was set by the council. KMcW disagreed and said she did the agenda based on what community councils asked to be put on it.</p> <p>DF asked - if it is a community council forum - why did three of them not attend? No other organisations were approached and the “marketing” was poor.</p> <p>DS view was that the last Ward 18 forum was not so much a consultation as the council telling the public what they were going to do. It wasn’t well advertised or attended. WE asked if we should back it, and DS thought he had a point.</p> <p>KMcW confirmed that the next ward forum would be in September. DS asked if they would then lead on to something else. KMcW said it is not for the Council to be prescriptive. Maybe the Council needed to offer an evening for people who are running halls.</p> <p>KMcW said STP had attended meetings where projects were looked at and scored. By not attending, we wouldn’t have a voice there.</p> <p>DF thought our Planning for Real had been more valuable. DS thought we should get feedback after the ward forums. AS commented on how many people had been at the CE consultation - about 40. The best attended meetings were about the Courts and Floods. If carers or housing were on the agenda, people would come along.</p> <p>DF asked again if STP were going to be involved in running the September ward forum. WE thought we should not, as from what DF had said the entire model needed changed. It was agreed we should not take part in the organisation of the September forum.</p> <p>FUTURE OF THE COURT DS thought it possible that a developer will turn the Court into flats, and asked if there was something else that would be of more benefit to the community.</p> <p>FB commented that hotels had closed and a number of B&amp;B proprietors were retiring. AS asked if the council could prevent the change of use, as had happened on Banchory. DS thought there needed to be something positive – an alternative to prevent change to residential. WE agreed the area was abysmal for accommodation, and we could perhaps attract a hotel group.</p>	

	<p>AS asked councillors if they knew what the Council policy would be. PB suggested that it was worth approaching Economic Development (Robert Armstrong and Belinda Miller). WE suggested we could go direct to hotel groups themselves</p> <p>DS asked who the building would suit, and thought the police station would close too. WE shared that view. WE agreed to contact Belinda Miller and put together a contact letter and list of potential developers.</p> <p><b>BE PART OF THE PICTURE</b> Groups can apply for up to £5,000 to celebrate the local area. WE to circulate to members.</p> <p><b>FM DEVELOPMENTS</b> Jonathon Milne will come to the next meeting with his company's plans for development</p> <p><b>WILHEM HERMANS</b> Wilhem is now retired and perhaps he could be involved in Cowie Lane? Consider for next meeting.</p> <p><b>COWIE EMERGENCY ACCESS</b> WE said the Coastguard had not been able to get through to Cowie because of traffic and inconsiderate parking. PB confirmed he had received complaints and was talking to the roads manager.</p> <p>DF said that Planning for Real had mentioned that and a variety of possible solutions. AS thought maybe the grass could be taken away. GC confirmed it is a concern when there is an emergency vehicle involved.</p> <p><b>CAR PARKING</b> GC said there was meeting on 26<sup>th</sup> June about car parking. It is at Viewmount at 7pm - but by invitation only.</p> <p><b>SERVICES</b> DF has received unsolicited letters – architects (marina) and funding and how to organise it. DS confirmed DF should reply that we may contact them in the future, as he thinks fit.</p>	<p>WE</p> <p>WE</p>
12	<p><b>DATES OF NEXT MEETINGS – 4<sup>th</sup> Tuesday of the month</b></p> <p>Future meetings are on:</p> <ul style="list-style-type: none"> <li>● 23 July 2013 (SUBSEQUENTLY CANCELLED)</li> <li>● 27 August 2013</li> <li>● 24 September 2013</li> <li>● 22 October 2013</li> <li>● 26 November 2013 (AGM followed by brief directors' meeting)</li> <li>● No meeting in December, then back to 4<sup>th</sup> Tuesday from 28 January 2014 onwards</li> </ul> <p>Meeting ended: 10.00pm</p>	