

**STONEHAVEN TOWN PARTNERSHIP  
MINUTES OF BOARD MEETING  
HELD ON 22 OCTOBER 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) Michelle Ward (MW) Wynne Edwards (WE) John Robson (JR) Cllr Peter Bellarby (PB) Cllr Raymond Christie (RC) Cllr Graeme Clark (GC)</p> <p><b>Apologies:</b> Frank Budd (FB) David Fleming (DF) Alan McConachie (AM) Allan Sutherland (AS)</p> <p><b>In attendance:</b> Mark Skilling – Aberdeenshire Council Charles H Sands (CS) Andrew Newton</p>	
4	<p><b>ROADS ISSUES (Mark Skilling – Aberdeenshire Council)</b></p> <p>Mr Skilling advised that the Bervie Braes would be closing 4<sup>th</sup> November for installation of 700m cycle/footway, to remove the small barriers, and put up 20mph and 3 tonne signs. There is a gate going at the top. The road will reopen on 31<sup>st</sup> March, and Mr Skilling thought it would require a permanent traffic order. PB confirmed this. The left hand side is not being changed.</p> <p>The Land Train exceeds the 3 tonne limit - even unladen. This reflects the state of slopes, which is a different thing from the weight limit. He also envisages problems with the land train in Cowie and at the Harbour.</p> <p>The Market Square Coach Parking was put in for 16 weeks. There was a temporary traffic order. He thinks it has worked quite well. It was not just for the land train but for coaches too. Elma McMenemy has been giving him positive feedback. The spaces are clear most of the time. MS thought taxi rank could have been used but it is working ok. One unforeseen problem was farmers market. It is not an issue for coaches, perhaps, but is more of an issue for the land train. Mr Skilling's view was that the coach parking should be made permanent at some stage, but that is up to councillors.</p> <p>Gas works site. Mr Skilling's view is that the site is not ideal for car park, but that it is the only possible one. A car park here would tie in with the pedestrianisation of Shorehead, which was looked at a few years ago. He was not sure how to take this forward, and unclear what is the role of STP compared to the role of the council. The council could turn it into an informal car park for £5-£10k – and that is available within existing budgets. He would not want a short lease. Planning permission for change of use needs to be obtained, for which STP could apply. Related are access issues so there may be a need for waiting restrictions. He would expect objections re parking and waiting issues, and the matter would then be for K&amp;M Area Committee to look at. SSE are quite open (as were British Gas) that they want to sell with planning</p>	

	<p>permission.</p> <p>If the Council were buying the land, the approximate costs per space in an informal car park is £6,000 It has 70 (up to 100) spaces so a very rough informal estimate is £500,000. He has put a bid in to the capital budget within the council but that will take time (and won't be fast enough), and is not guaranteed.</p> <p>On the town's general car parking strategy, there is free parking away from the town centre, so the focus is on the town square. People won't walk from the Gas Works to the Square. They have done surveys in various towns. On 24 September the Area Committee asked for public engagement exercise, so we are looking for feedback by 1 November. There have been only 5 responses so far, so please put your views forward. The Area Committee feedback is on 19<sup>th</sup> November, but there will be a convoluted procedure to follow so implementation is not expected until 1 April. The likely proposals include angled bays in Ann Street, and restriction of free parking to 30 minutes.</p> <p>The Market Square peaks at 70% of capacity on weekdays. At the weekend it is full. So Mr Skilling does not see any real benefit of free period when the car park is not full anyway.</p> <p>An electric vehicle charging point will go in before Christmas.</p> <p><b>QUESTIONS</b></p> <p>WE commented that people pay the same amount whether staying 10 minutes to go to the bank, or for an hour. WE to put a piece on website.</p> <p>DS thought the gas work site was relevant to the town. He said that angled parking at Mary Street (and Rodney Street) was also discussed at Viewmount.</p> <p>PB asked about the beach road. MS confirmed that after the committee, he had referred the matter to his roads colleagues, who will deal with it. He had heard nothing back from them. PB considered this an issue of safety and therefore urgent.</p> <p>Andrew Newton said that people were parking all day. The 45 minute parking was difficult to enforce. The Police had a campaign, but it did not last. Now it is an open secret they are getting rid of traffic wardens, is the council dealing with the off street parking?</p> <p>Mr Skilling advised that for a local authority to decriminalise (like Aberdeen has done) it needs to make a business case, and that can't really do that in Aberdeenshire. We would need to employ more staff, and we are not suggesting more income (as on-street parking charges are not proposed). The city has 70 community wardens and they take in money on street. The same can't be said outwith the city and we are not allowed to cross subsidise with the car parks.</p>	
<p><b>2</b></p>	<p><b>MINUTES OF PREVIOUS MEETING (24 September 2013)</b></p> <p>The previous minutes were approved, subject to minor corrections.</p>	
<p><b>3</b></p>	<p><b>MATTERS ARISING</b></p> <p><b>DUNNOTTAR PATH</b> There is a reference to Brian Watt coming back. It was agreed to invite him to the January meeting.</p> <p><b>DUNNOTTAR CASTLE SIGNS</b> There was not update on Dunnottar Castle road signs, which were to be moved. Andrew Newton thought it was being done, but was proving harder than expected. PB expected it would be done within 4 weeks of a few days ago.</p>	<p>DS</p>

	<p><b>HEALTH CHECK</b> Heath Check – Kevin McDermott was very helpful. DS is proposing to issue a document to directors for comments, and then issue this to members after that. We had a health check a year ago, and the move to SCIO has addressed many of the areas identified as requiring attention, and we are doing particularly well. However recent checks have raised questions and an action plan will arise – to be reviewed in a year. An induction process for new trustees and so on will be needed along with succession planning etc.</p> <p><b>COURT BUILDING</b> WE advised that until we know the commercial value of the building we can't really get any organisations interested. The biggest problem is that the Court is a listed building, so a developer would perhaps find costs prohibitive and it would be competing with purpose built developments. So the likelihood is that the building will be turned into flats or something similar.</p> <p>A business Centre perhaps does not requiring the same extent of investment, but it is the commercial value that is important for that.</p> <p><b>COMMUNITY ASSET TRANSFER</b> A draft report on Council CAT policy has been written and is with those who contributed. There have been two responses so far and a final report will be presented at the AGM. There is a series of recommendations for the future.</p> <p><b>AOCB</b> On the new rural partnerships, the meeting to form a new K&amp;M Area Partnership is on 28 October at Mackie Academy.</p>	
<b>5</b>	<p><b>FINANCE – REPORT FROM THE DIRECTOR OF FINANCE (MW)</b></p> <p>MW advised there had been no transactions.</p>	
<b>6</b>	<p><b>COMMUNICATION – REPORT FROM DIRECTOR OF COMMUNICATIONS (WE)</b></p> <p>The website is back working again. The directors document box is working. The Minutes are being published and it is the forum for trustees' changes and comments.</p> <p>DF has sent out a list of items not on the website, so please feedback by Friday. When you log in, remember to refresh the page (don't look at a cached version).</p> <p>There will be a need to get a Newsletter out following the AGM – to headline the SCIO. Then the plan is to publish every 2 months but this depends on content from the directors and member organisations.</p> <p>There was a reminder of the request that the agenda be published together with a reminder that the meeting open to the public. MW asked if she could publish the Agenda on facebook and it was agreed she should publish a link to the agenda, rather than a separate agenda.</p> <p>WE asked that the agenda go out 10 days before the meeting.</p>	<p>MW</p> <p>DF</p>
<b>7</b>	<p><b>STRATEGY – REPORT FROM DIRECTOR OF STRATEGY (DS)</b></p> <p>DS said he would keep chasing for Project Reports. The website should help communication.</p> <p>DS agreed to take on land train project.</p>	

	WE suggested a deadline of 10 days before meeting for communications / project plans so that they can be updated and on website before the meeting.	All
<b>8</b>	<b>BUSINESS PLAN ITEMS</b>	
	<b>QUEEN ELIZABETH CARAVAN PARK</b>  The embankment issue is ongoing. As far as we are aware, nothing has yet been done about a dog walking area. WE said we had communicated with the Caravan Club for further feedback but he did not know if we had yet received a reply.  The caravan park is not at 100% occupancy but is still busy and well used. It will be open until 4 <sup>th</sup> January and is fully booked for Hogmanay.	
	<b>OPEN AIR IN THE SQUARE</b>  The Police are not going to appeal against the decision to allow the event.  There is still a deficit. There was discussion over when STP should pay for the Crowd dynamics report and DS agreed to check previous Minutes. However it was noted that ALL directors made the decision to support the event.	DS
	<b>ALL WEATHER FACILITY</b>  Consultation was held over a week in the leisure centre, and on two evenings, DS and JR were there. There were 74 responses, with no direct objections. 61 thought site a good idea. 8 had issues with fencing or lighting. 4 or 5 thought site was in the wrong place. So that equates to 93% acceptance.  Now a memo of understanding is being drawn up between the Community Council and Stonehaven Community All Weather Surface Facility Committee, with Peter Grieg as agent. The Community Council will fund the application to maximum of £1,700.  The Sports Scotland committee meets next Tuesday to consider the SCAWSF's matched funding application.	
	<b>TOWN HOUSE / CLOCK TOWER</b>  Andrew Newton confirmed they are working on the building. MW thought there would be no work inside the structure, however, so it would be unsafe for use by the BBC at Hogmanay	
	<b>LAND TRAIN / BERVIE BRAES</b>  There was extensive discussion about the Land Train, and whether the weight limit could or should be an axle weight limit rather than a vehicle limit. JR who is a civil engineer asked if he could speak to the consultants, but Mr Skilling said he would speak to Inverurie (who were employing them) instead.  The only possible weight limits were 3 tonnes or 7.5 tonnes.  The 20mph limit is not being adhered to. The average speed is 27-29 mph, despite the narrowness, and the speeds are getting higher, which maybe suggests it is locals who are getting used to it.	Mark Skilling
	<b>IMPROVING OUR TOWN CENTRE</b>  DS advised that the intention is to get this project handed over to Jim Stephen at the AGM.	

	<p><b>GAS WORKS CAR PARK</b></p> <p>MW has been pushing SSE. They were going to offer us the use of the site for a year, but that has been dropped quickly. They said they might sell for £50k, but they are now rolling back from that. It turns out this is not in fact industrial land so no issues with planning application for flats with possible exception of parking. Alan Mitchell thought entry via King Street was a possibility – i.e. in at King Street and out at Cowgate.</p> <p>SSE are moving quickly and it won't be long until they get an planning application in. They have finished decontaminating. DS confirmed they have offered to sell to STP for valuation plus what they spent on it. MW said we had offered to buy for £50k plus what they have spent and that has gone before their board.</p> <p>If STP could buy it (whether for £50k+ or £200k+) there would be a need to think about how to fund it. The council could then lease it. That makes it easier to justify as pay and display, but pay &amp; display does not fit comfortably with Shorehead pedestrianisation overflow.</p> <p>WE asked Mark Skilling what income to expect from 70 spaces pay and display? Mr Skilling replied that this varies greatly - from £100 to £1000 per space per annum. Mr Skilling doubted that it would bring in huge amounts of money.</p> <p>Shared use is possible – with some flats and some parking. DS and MW to discuss further with Mr Skilling.</p>	DS / MW
	<p><b>PLANNING FOR REAL</b></p> <p>Feedback from members is still being sought.</p>	
	<p><b>HARBOUR DEVELOPMENT</b></p> <p>There is nothing to report. This is tied in with the Coastal Communities Fund application where a decision is not expected until later this year.</p>	
	<p><b>BERVIE BRAES ROAD</b></p> <p>See above</p>	
9	<p><b>BUSINESS ITEMS</b></p>	
	<p><b>CONSTITUTION / SCIO APPLICATION</b></p> <p>The SCIO application has now been granted by OSCR. We now need to convert and DF has documented the process, which can be left until the AGM.</p> <p>PB commented that the initial charities trustees may stay in post until the 2<sup>nd</sup> AGM, so don't need to be nominated at the AGM. Any member may be elected at the AGM, so people don't need to seek nomination of the organisations. PB suggested consideration should be given to posting out notices of the AGM. Bank accounts could be set up following a meeting of the SCIO trustees, and that could be done now.</p> <p>As far as a membership list is concerned, it will be needed for the AGM but PB did not think it is a public document. The obligation would be to show the list to the trustees, although members could perhaps see it with addresses redacted.</p> <p>A transfer of assets and liabilities will be needed too. The council will have to transfer the caravan park lease to the SCIO in some way.</p>	MW / CS

	<p><b>DISBURSEMENT ARRANGEMENTS FOR QECPS INCOME</b></p> <p>The new SCIO trustees will have to approve the process.</p>	
	<p><b>ARRANGEMENTS FOR THE AGM</b></p> <p>Tony Barnett has agreed to speak. The venue is ok. DF to deal with secretarial aspects, and MW with catering.</p>	DF / MW
	<p><b>MEETING DATES FOR THE 2014</b></p> <p>Meeting dates – it was agreed to keep to same pattern and set-up.</p>	
<b>10</b>	<p><b>AOCB</b></p> <p>Peter Bellarby advised he was supporting "Movember"</p>	
<b>12</b>	<p><b>DATE OF NEXT MEETINGS</b></p> <p>26 November 2013 (AGM followed by directors meeting)  There is to be no meeting in December.  In 2013 the first meeting is on 28 January 2014 (then 4<sup>th</sup> Tuesdays of the month)</p>	