



STONEHAVEN TOWN PARTNERSHIP

MINUTES OF TRUSTEE MEETING

HELD ON 28th May 2019 AT 7.00PM

AT INVERCARRON RESOURCE CENTRE, STONEHAVEN

Item

1. Welcome and Apologies

Present Trustees	In attendance	Apologies
Stuart Alexander John Robson Jim Stephen Bill Allan	Julie Lindeman Wendy Rudd Cllr Dickinson David Lawman Doug Samways Lesley Leslie	Jim Douglas Cllr Wallace Raymond Christie Cllr Robertson Andrew Newton

2. Approval of minutes

	Action
The minutes of the Trustee Meeting held on 23 rd April were approved by JR and seconded by JS. The minutes of the November AGM will not be approved until the next AGM.	

3. Matters Arising

<i>Matters arising from the previous meeting were addressed. Second section is for actions raised from this meeting.</i>	Action
Prices of rent to be given to IP of AliBali – outstanding	JR/JD
Cycling Project – 2 actions – speak to landowners and speak with stakeholders and a map of the proposed area for next meeting – completed but still ongoing with further discussions required.	JS/SA
Letters of dissatisfaction regarding the new rail timetabling to be sent – Outstanding – JL getting assistance from BA to complete this as soon as possible.	JL
Contact RW Thomson group to discuss use of QR codes on their sign - Outstanding	SA

JR to instruct Charlie Sands to separate the reporting of STP and STP Operations – Awaiting confirmation this has been done.	JR
Speak to land train staff to ascertain the situation with the Land Train pa system. Continue search for land train driver. - Ongoing	JL
SA to speak with Emma Veitch of the cycling club to bring her on board with the Cycling project.	SA/JS
OSCR to be informed of change of address and redirection of mail from Connons as they are moving. - awaiting confirmation.	AN/JL
Jon Barron to get back to us re the possibility of getting funding. To be reported back at June meeting.	SA
Cycling the proposed routes to report back.	SA/JS
Speak to SDCC, SBA/Tourism Group re the bus parking issues and looking at creating a designated bus park	JS
Speak to the SBA/tourism how we can move the boardwalk issue on.	JS

4. Finance Report

	Action
The STP are still looking for a Treasurer to take up the role. In the absence of a Treasurer the reporting will be carried out by Charlie Sands of Corporate Solutions. JR reported the following balances: £1879 Land Train Account– please note the May salaries still to come off this account. £1350 Treasurers Account. £10182 Deposit Account.	All Trustees JR

5 Sheriff Court Building

	Action
JR reports things are going very well. 1 st and 2 nd Milestones received last week, and we can now apply for the 3 rd one.	

6 Business Plan Items

Project	Additional Information	Action
Improving Town Centre	<p>Seagull programme has started – 2nd one due next. No great change reported.</p> <p>DL – this seems to have pushed seagulls up the town. JS no it has not pushed it up its just an increase overall of the seagulls. Cllr Dickinson – the increased amount of food sources for the birds isn't helping.</p> <p>JS reported that Spurryhillock has been put on hold. 3 businesses who do their own. Cllr Dickinson has spoken to the business owners and they are happy to come into the scheme to make it go ahead next year. Cllr Dickinson reports that the FES has experienced bedding in issues. BA has a questionnaire been done up the town and he reports seeing an uplift in numbers.</p> <p>Bus Bay at the Market Square. The council have now painted in a proper bus bay. JL reported this is already causing issues with the land train as busses are parking up there for the drivers rest period and the train cannot get parked. Drivers are also parking there after dropping passengers and waiting for them to come back aboard. This means the land train cannot get parked and is causing a knock-on effect to other road users. JL has already reported this – with photographic evidence to the Council and Diane Strachan is dealing with this. Cllr Dickinson reports that there was a discussion at a meeting about this and no parking attendant is required with the current wording. This is a case of suck it and see. Agreed that each time this happened JL would report to the Council.</p> <p>JS – can we look at a possible meeting with the SDCC, SBA, Tourism groups to see if we can get a designated bus area?</p>	JS
Land Train (JR)	<p>Ongoing search for a Train Driver.</p> <p>JL reported that its not being a good season so far – weather has not been kind to us. The issue of running the train for only certain days during the summer rather than every day during the school holidays was raised. The rising costs of fuel, insurance, maintenance etc means costs are high – plus wages. JL produced document showing last years wage bill. Surely filling the train on certain days rather than running half full all the time is better for all? All Trustees agree to give this a go. JL to speak to all Train staff and amend timetables accordingly.</p>	JL
Cycling Project	Action on the STP to put together a list of stakeholders and organise a meeting. Two separate actions – speak to landowners – JS and speak to Stakeholders – SA.	JS/SA

	<p>SA attended the Community Cycling project – Jon Barron is getting back to him regarding funding. SA to report back at the June meeting re status of this. There is Paths for All – but clarity is needed on this. JS – we need to bring the Aberdeenshire Council into the loop. Would be good to get an insight from the Council perspective to get advice. Would be good to find out what road and paths could be used. BA the 10th June is the deadline for funding, but we aren't able to do this. BA – funding for signage – but we haven't got a definite route yet. JS – to speak with Emma Veitch from the Cycling Club.</p> <p>JS and SA will get together and do the routes and report back. Anthony Robertson – the Strategy Development Officer would be a good person to speak to. SA to contact him.</p> <p>BA – we need to cost things properly though throughout this whole project. SA agreed – that's why we need to do the detail. JS – this is why we need to involve the council.</p> <p>BA – but what else is needed? Fencing, paths? What about other landowners. Sa – we can do this in sections. BA - How many individual landowners are involved – 6 landowners. SA – we need a concept though not enough to go to with what there is.</p> <p>Cllr Dickinson reported that they are just waiting for Kirkwood to send the forms to allow the work to start on the footpath into the town from the Ury Estate. Was reported that it was a variation to the normal 1.4m instead of the 1.5m road is narrow enough on it.</p> <p>Please refer to above action on SA and JS of the STP with regards to speaking to all parties involved.</p>	SA
Grande Promenade	<p>Not really anything to report. SBA/Tourism concentrating on the Stunning Stonehaven. JS reported the following – he had a meeting with Ian Thomson and Ian Welsh about the seating area next to the Dolphin statue. They are looking at the materials that are available for giving it a facelift and looking to try to get that top bit replaced. Take about 5 or 6 boards in and replace what's there. NOT the boardwalk though. The council do have a budget and some replacement decking. They have been looking at what has been done at Balmedie with the recyclable decking. Redo the seating area would require no planning as its new for old. BA what do other groups think? JS reported Horizon were on board, SDCC were on board and the Roundtable were on board. Cllr Dickinson – once the flood work has been completed it might provoke the need to get the rest done? JS to boardwalk is rotting and something needs to be done. There were a couple of incidents last year with members of the public getting injured</p>	

	while walking along. JS to speak with Sheila from the SBA to see how this could be moved along.	JS
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<p>Report from/items to Community Council</p> <p>RC reported that John Emslie, a volunteer from KAMCAB gave a talk about the services that they offer and their new office. All felt this was a very informative talk. RC offered thanks to STP Ops for the work that they have done that has allowed the KAMCAB to move into the new office.</p>	
<p>Report from/items to KDP</p> <p>No report from KDP.</p> <p>A volunteer fair will be held at Fetteresso Church Hall – hoping to bring together everyone looking for volunteers and volunteers looking for groups to help. JL will be attending as part of the Stonehaven Lions Club but will also be talking about STP if anyone raises.</p>	JL

6 AOCB

<p>DS from the Burns Fatherland Club reported to the meeting that the viewing area of their artefacts in the Court House building is too small and therefore not suitable – also its not the public place they thought it might be. He offered their sincere thanks for trying to accommodate them.</p> <p>DS – explained about the Burns Memorial Garden project – looking at QR codes, tidy up area and linked to the Burns Club recitals of his works. Possible venue for the Folk Festival and possible siting of a Christmas tree.</p> <p>BA – this should probably have been raised under Financial section. Concern that management accounts are not being done but they are being by Charlie Sands. Land train – not doing very well. Court Building – after the next year or so it should be ok. PLEASE REFER TO REPORT BELOW FROM BILL ALLAN. Addendum 1.</p>	
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7 Date of meetings

Next Meeting

27th August

Subsequent

No meeting July 27th August 24th September 22nd October 26th
November AGM

Addendum 1**Meeting with Charlie Sands of CS Corporate Solutions****08/04/19**

Present:- Jim Stephen, John Robson, Jim Douglas, Bill Allan and Charles Sands

A meeting took place on Wednesday 8th of May with the objective of looking at the current overall financial position for STP as a whole and at the profitability of the individual operations going forward.

Cash

At present we have the cash situation as follows

- Current Account - £921
- Land Train Account - £1234
- Deposit Account - £10,997
- STP Operations Account -£8696
- Funds held by DM Hall - £2571

Profitability going forward

- Core Account

Over the last year to April 2019 there has been an overall expenditure of £15,546 largely on salaries and accountancy fees and an overall income of £11,042 (all from the Caravan Club rental) giving an overall deficit of £4,504

The conclusion from this is that unless we can find another way of generating funds this trend will continue

- Land Train

In the last year, up to April 2019 there has been a net deficit of £915 on the operation.

The conclusion from this is that the land train can not be taken as a net cash generator but equally unless there is major expense it will not be a major lossmaker

Overall, based on the situation on these sections of the business, we will not be able to contribute to any disbursements for local causes in the near future.

-Court Building

The mid case scenario shows that by the end of 2019 there will be a small loss of circa £5000 and that by the end of year two we should be making an operating profit of around £10,000.

This is based on current assumptions for revenue which should be fairly accurate (There is limited scope for increasing revenue) and for operating expenses for which we will get a better estimate as time goes on.

Summary

To help ensure we stay in the red going forward, it is clear that we require a new STP revenue stream and in the short term we must look towards grant funding as a possibility.

However, it is recognised that this may prove difficult for costs like wages and salaries so we may have to look towards funding for other operating costs or project funding.

This will be given priority in the immediate future.