



STONEHAVEN TOWN PARTNERSHIP

MINUTES OF TRUSTEE MEETING

HELD ON 26th February 2019 AT 7.00PM

AT INVERCARRON RESOURCE CENTRE, STONEHAVEN

Item

1. Welcome and Apologies

Present Trustees	In attendance	Apologies
Andrew Newton John Robson Jim Douglas Mike Duncan Jim Stephen Stuart Alexander	Julie Lindeman Doug Samways Stuart Allan Raymond Christie Ross Milne John Barron Cllr Dickinson Paddy Coldfield	Cllr Robertson Miss Moir (Mackie Head) David Lawman

Presentation from Jon Barron from NESTRANS was given prior to the meeting starting.

The speaker had been invited to attend the meeting as part of the on-going cycling project. The background of the organisation and its aims were outlined. A full copy of the presentation is available attached to these minutes.

2. Approval of minutes

	Action
The minutes of the Trustee Meeting held on 15 th January 2019 were approved on the proposal of JS and seconded by. The minutes of the November AGM will not be approved until the next AGM.	

3. Matters Arising

	Action
<i>Matters arising from the previous meeting were addressed. Please note the top3 actions are outstanding from previous month.</i>	
Prices of rent to be given to IP of AliBali – outstanding from previous meeting	JR/JD
Full financial breakdown of what has been paid out for the Court House, what has gone through the STP accounts and what has been paid back.	JR/JD

NESFLAG to be contacted regarding the funding that was available for the approved project, but no tenders were received.	AN
After the NESTRANS presentation it was agreed that a meeting between all stakeholders be organised – STP to take the lead on this.	JL
Speak with Diane Strachan to see if council would like to use the Court Room while their Chambers are refurbished.	JS
Grande Promenade – JS to contact Sheila Howarth to see what the situation is regarding this.	JS
Inform Bellman Group that their membership to the STP has been approved.	JL
Speak to council regarding Horizon Group and Burns Memorial Garden – to tie up all groups involved.	JL
Speak to the Caravan Club to discuss the number of pitches offered for camping as some confusion as to how many there are.	JS
Contact RW Thomson group to discuss use of QR codes on their sign.	SA

4. Finance Report

	Action																								
<p>Still no Treasurer appointed.</p> <p>JL reported that a cheque from the Caravan Club had been received and placed into the Land Train account as per request by Chairman. A heated discussion ensued with JR and AN expressing their concern about this not being right. JS wanted to ensure we were covered for the land train insurance with is due on July 2nd. After much discussion it was agreed the money be moved into the Deposit account and if needed for insurance it would be transferred into the Land Train account as and when needed.</p> <p>No financial reporting for the monies paid through STP account for STP operations available. As and when it is it will be circulated to all Trustees. Due to the immense workload associated with the Court House this request is still pending. JR reported all information is held on the Bank Statements.</p>	<p>JR ALL TRUSTEES</p> <p>JR</p>																								
<p>JL gave full breakdown of Land Train Finances:</p> <table> <tr> <td>Fuel</td> <td>£1097.12</td> <td>Takings</td> <td>£18796.80</td> </tr> <tr> <td>Insurance</td> <td>£5656.35</td> <td></td> <td></td> </tr> <tr> <td>Road Tax</td> <td>£350.00</td> <td></td> <td></td> </tr> <tr> <td>Tyres</td> <td>£165.00</td> <td></td> <td></td> </tr> <tr> <td>Service</td> <td>£416.00</td> <td></td> <td></td> </tr> <tr> <td>Parts</td> <td>£973.65</td> <td></td> <td></td> </tr> </table>	Fuel	£1097.12	Takings	£18796.80	Insurance	£5656.35			Road Tax	£350.00			Tyres	£165.00			Service	£416.00			Parts	£973.65			JL
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<p>Request has been made for full list of land train wages, but it hadn't been received by date of meeting.</p> <p>Land Train current account up and running. Train is currently in process of being made ready for the upcoming season. New staff have been appointed but still no drivers have come forward. Men's Shed have agreed to help clean the train and the Bus Depot have kindly said we can use their wash bay.</p>	
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5 Business Plan Items

Project	Additional Information	Action
Court Building (JD/JR)	<p>JD reported that all rents for the first month rent have been received. One tenant still to finalise the lease but this is in its final stages and should be signed soon.</p> <p>JR reported he had nothing further to add to JD report.</p> <p>Ground Floor – CAB lease in place. Milestone 1 has been met and Milestone 2 nearly completed.</p> <p>DS – thanked the work of the STP and that the Court House is a great asset to the town, and he hopes that a publicity campaign will be undertaken to publicise the work. JS – yes, we plan to hold a launch event to which all the groups involved, and other community groups would be invited to.</p> <p>RM asked how many units were in the Court House – JS replied with 7 on first floor and 1 on ground floor. JS reported that already the Court Room itself has been used by the Lions for a Feein Market planning meeting and hopes to build on this use. Cllr Dickinson gave the name of a contact with the council who could be useful in securing further use of the room. JS – with the upcoming refurbishment of the council he will follow up with Diane about them using the Court Room.</p>	<p>JD/JR</p> <p>JS</p>
Improving Our Town Centre (JS)	<p>Seagulls – reported a slow uptake by businesses and residents around the Square despite a press release and a lot of publicity regarding this. Mearns Leader will be running an article to promote this in the upcoming weeks.</p> <p>Council are also looking at ways the general public can be involved by education – businesses, schools etc.</p> <p>The issue of takeaway outlets and their responsibilities was raised, and it was reported that the council is looking activity into this and to educate and remind the outlets on their responsibilities.</p> <p>Draughts board at the south side of the square – the SBA are working with this idea and hope to progress this further. JS reports that the shops around the Square are keen to store bits as its hoped folks going in to get their draughts pieces</p>	

	<p>would then buy in the shops they were in and increasing footfall through their shops with folks going to collect it.</p> <p>RW Thomson sign – SA from the RW Thomson group reported they hadn't heard anything further from the Council regarding this and were looking for advice on what to do next. They agree to repositioning the board but thought there was an issue with the size – Cllr Dickinson agreed to ask Diane Strachan to contact them direct. Their aim is to perpetuate Thomson's memorial and anything that could be done to help this aim would be gladly welcomed by their group. JS asked SA from the STP about the use of QR Codes and he agreed it was something that could be of use here – he will contact SA from RW Thomson group to discuss further. SA from the RW Thomson group – getting information down is important to us and getting it seen by people. AN said that the Tollbooth Museum holds a lot of information there and this was acknowledged and that there is a lot of information around, but they are trying to gather it all together. AN sure that Mintlaw museum holds artefacts too. Ideally would like all information etc to be gathered in one place but there are a lot of issues such as space that need to be addressed.</p>	
Land Train (JR)	<p>JL reported that the Land Train is currently in process of being made ready for the upcoming season. New staff have been appointed but still no drivers have come forward. Men's Shed have agreed to help clean the train and the Bus Depot have kindly said we can use their wash bay.</p>	
Cycling Project	<p>Please see above and refer to the presentation attached from the NESTRANS.</p> <p>Follow up – a meeting of all the stakeholders is to be arranged by the STP.</p>	JL
Grande Promenade	<p>JS to contact Sheila Howarth of the Tourism Group to see what the currently situations is with regards to the project. JS will report back at next meeting.</p>	JS

<p>Report from/items to Community Council</p> <p>RC reports. The last SDCC meeting had been a late finisher. Police report – potential loss of the road traffic police from Stonehaven and going to Inverurie, Ellon and Mintlaw. No communication with the local community about this. Puts onto forum to the council agenda they are going to Area Committee meeting on the 5th March, but this is a private hearing. RC asking why it hasn't been communicated to the wider population. JR reports that he had been speaking to the police and they had told him</p>	
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<p>they are not moving out of Stonehaven. JS – have spoken to them and they are moving but will have a presence in Stonehaven. RC – personally disappointed in this.</p> <p>The SDCC had a good presentation from Amy Barclay from Surfers Against Sewage and reports that they are hoping to set up an Environmental Forum. Anyone interested is more than welcome. Kincardine and Mearns Wide. Cllr Dickinson – raised the issue of Plastic Free community – we can currently tick 4 of the criteria relating to this. We are just waiting for the council to undertake to remove single use plastic from their procurement process, but this is not a simple process at all.</p> <p>Issue of no pavement from the Ury estate – hope that soon the pavement will be in place, but it will not be a standard size one due to the space restrictions. Thanks to all elected members for pushing this issue to get a resolution.</p> <p>Stonehaven Station – Scotrail Open meeting asking for opinions. Hannah Dyson award Wednesday 20th at 7pm all welcome at the Community Centre.</p> <p>Doctors – eConsult – they will come back in 3 months' time with another public meeting. AN – prescriptions changing the way they get them?</p> <p>Doug Samways – raised the question of funding and RC confirmed that this runs out in May. Cllr Dickinson - econsult is that there is no intention to remove it. The acknowledge that they must allow and cater for those who cannot access the web.</p>	
<p>Report from/items to KDP</p> <p>KDP now moved into their new office within the Court House in Stonehaven. Staff are made up of 2 x part timers. Currently working with Wind Farms – St Johns Hill/Meikle Career/Vattenfall/Kincardineshire Offshore/ Craidneil.</p>	

6 AOCB

<p>Membership of the STP for the Bellman was approved by all Trustees. JL to inform the Bellman of decision.</p>	<p>JL</p>
<p>Doug Samways – Horizon Group have been contacted about the possibility of working with the Council to carry out work here. Would it be possible for this to be added to the Improving the Town Centre agenda in order to tie up all involved, so everyone knows exactly what is required and to ensure the most effective use of all resources available.</p>	<p>JL</p>
<p>Caravan Club – SA – there seems to be some disparity between the number of tent pitches available and the number being offered? This wasn't taking in to account the distance that must be left between caravan and motor home pitches but yes more could be offered. JS to contact the Caravan Club to discuss.</p>	<p>JS</p>

7 Date of meetings

Next Meeting

Draft Minutes Of Trustees Meeting 26th February 2019

Tuesday 26th February at 7pm.

Subsequent

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