



## STONEHAVEN TOWN PARTNERSHIP

### MINUTES OF TRUSTEE MEETING

HELD ON 15<sup>th</sup> January 2019 AT 7.00PM

AT INVERCARRON RESOURCE CENTRE, STONEHAVEN

#### Item

#### 1. Welcome and Apologies

Present Trustees	In attendance	Apologies
Andrew Newton Stuart Alexander Bill Allan John Robson Jim Douglas Jim Stephen Mike Duncan	Julie Lindeman Wendy Rudd David Lawman Raymond Christie Diane Strachan	Cllr Dickinson Amy Barclay

#### 2. Approval of minutes

	Action
The minutes of the Trustee Meeting held on October 23 <sup>rd</sup> , 2018 were approved on the proposal of JR and seconded by MD. 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.</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
Full financial breakdown of the Land Train. Adverts for new staff to be done by end January.	JL JL
SCC to be contacted about Cycling Project	SA/JS

JS to speak with SA to arrange with Jon Barron and with Stewart Milne representative Norrie Querk - outstanding from previous meeting	<b>SA/JS</b>
Diane Strachan – please contact Alan Melrose regarding Paths	<b>SA/JS</b>
NESFLAG to be contacted regarding the funding that was available for the approved project, but no tenders were received.	<b>AN</b>
Letter to council stating our intent to withdraw our interest in doing a CAT for the Beach Toilets.	<b>JL</b>

#### 4. Finance Report

	Action
<p>As JR stepped down from the role of Treasurer at the AGM a Treasurer still needs to be appointed. BA – we must get the reporting process updated and we must be more transparent with the financial reporting to ensure that all Trustees are fully aware of the financial situation of the STP.</p> <p>JR – please supply as soon as possible a full and comprehensive list of all payments made by the STP Operations through the STP and all outgoing relating to the Court House and a financial report showing the situation of the STP Operations Bank Accounts.</p> <p>Suggestion made that the STP speak to Charlie Sands to ask if he can do the reporting for the STP in the interim period. JR said he will talk to Charlie.</p> <p>All Trustees agree the financial reporting must be addressed.</p>	<p><b>JR</b></p> <p><b>ALL TRUSTEES</b></p> <p><b>JR</b></p>
Land Train – Bank of Scotland Bank Account is now in place and all payments relating to the Land Train – incoming and outgoing – will be paid through this account. Please note the balance is currently NIL in this account.	<b>JL</b>

#### 5 Business Plan Items

Project	Additional Information	Action
<b>Court Building (JD/JR)</b>	<p>JD reported that the ground floor works due to start 16/1/19. Not envisaging any problems with this. CAB have now agreed the lease. Planning Dept meeting Thursday 17/1.</p> <p>JR – reports “healthy situation with more or less 100% capacity and 80% revenue committed”.</p> <p>JS – we still have people approaching looking for premises which is a good situation to be in. Rents agreed are what was projected.</p> <p>JD – we are on target.</p>	

	<p>Reported that IDD will be issuing weekly progress reports to JR and JD – who will share with Trustees.</p> <p>JS – moving forward with the Ground floor and CAB taking a 20-year lease.</p> <p>BA – requests cashflow – this to be made available for the next meeting.</p> <p>JS- thanks all for all work involved in lengthy process.</p>	<p><b>JD/JR</b></p>
<p><b>Improving Our Town Centre (JS)</b></p>	<p>DS reports that the banners are all now up around the square – these were in place, as planned, for the Christmas Tree Light Switch-on Event on 1<sup>st</sup> December.</p> <p>Seagulls – letters will be issued end of January regarding properties affected paying towards the egg removal scheme – currently £50 is what is being asked for. DS thinks there was some degree of misunderstanding with the wording i.e. – if they don't pay someone else will so the wording this year has been changed and states if budget is used for this something else will be affected. DS reported that a few residents/business owners were not happy last year so it is not certain how big a take up will happen.</p> <p>BA – requests feedback and suggests if the positives of the scheme are communicated back to all involved then more might buy in. DS replied that the scheme was successful with both businesses and residents reporting less mess and noise. If they don't pay, then their properties will not be checked. Issue of the fast food outlets was raised, and DS assured all they are paying, and the issue of litter is being addressed with the businesses around the square.</p> <p>AN – we need this scheme to carry on through the full planned 3 years and DS agreed saying that because its started and showing success it should continue.</p> <p>Plain Stones – still looking at reinstating the Draught board. Historic groups asking for photos that proves it just reinstating and not something new – planning issues. A canopy is unlikely to be given approved or be supported. Suggestion that maybe get the schools involved – but how this would work is not known. DL raised the issue of this space getting used will have a direct effect on things like stalls for the Feein market and probably other things too - DS took this on board. How would the draughts be run – one suggestion is that sacks containing the pieces be in various shops around the square – therefore increasing the footfall in the shops as people go in to request the sacks. BA asks what was done in the past and DS said there was a box at the Plain stones. Whatever is decided on must be cost effective and workable as it will require people to take ownership of it.</p> <p>JS – Thompson Sign – is this getting moved? It would open the space if it were and for things like the Christmas Tree it would give more space. DS reported that the plan is to move the sign nearer the road.</p>	

<b>Land Train (JR)</b>	<p>JL reported that the process of getting the train ready for the new season is underway. Staffing is currently being sorted with all existing staff getting their contracts sorted for the new year. Advertising is looking good with so far, all existing advertisers keen to sign up.</p> <p>How do the Trustees wish the Staffing to carry on? Suggestion that we pay all staff off and issue their holiday pay then reissue new Fixed Term Contracts. All agreed this to be done.</p> <p>BA – requests a financial report on the land train for the next meeting. JL to action.</p> <p>SA – suggests adverts for new staff be in place before end of January – JL confirms they are. New adverts to be issued through social media sites and the press.</p>	<p>JL</p> <p>JL</p>
<b>Cycling Project</b>	<p>A member of the SCC to be invited – this has yet to be arranged. SA/JS to organise. With Stewart Milne getting permission granted the bridge should be getting done so this needs to be back on the agenda.</p> <p>SA – Sustrans need to be involved.</p> <p>BA asks is this the only missing link? SA – no as getting through the woods is still an issue and the path around Mackie. BA so what needs to be done to move this forward?</p> <p>JS – tying everything together. BA there must be someone in place who can lead this and pull it together – how and who and when? JS/ SA to get together to look at pulling all the interested parties together to look at signage, user groups etc. DS – please contact Alan Melrose and the council as he is currently working on Paths through the Community Engagement – DS will look and see if there is anything he can pass on. SA/JS to contact DS about this prior to next Trustee Meeting.</p> <p>JS – maybe this is something the SDCC could be involved in through their Community Action Plan? MD – yes but the key issue is joining up all the landowners. It can identify the interest but how it would get all involved is another matter. A formalised group needs to be setup with a clear plan – stakeholders, plan and move it onwards? Action on JS/SA to speak to all possible stakeholders – including Dunecht Estates. Stuart Young, Stewart Milne, Council, local farmers and Landowners and Willie Tulloch of the SCC.</p>	<p>SA/JS</p> <p>SA/JS</p> <p>SA/JS/MD</p>
<b>Grande Promenade</b>	<p>JS reports that the NESFLAG approved project has not yet received any tenders. JS raised the issue of the fact that no one could find it. Very disappointed in the situation – JS reports one contractor willing to tender but couldn't find the work on the system that would allow the tender to be done. This was a commissioned project so the money was there but</p>	

	<p>with no one tendering for the work there is nothing that can be done. DS – not able to comment as doesn't see that database but did report on the fact that there are staffing issues with people off sick so the work getting shared around resulting in a backlog of work.</p> <p>BA – who put out the tenders? DS – the council.</p> <p>AN – will speak to NESFLAG to see if anything can be done.</p> <p>DL asks if they do open the tender process could it be opened to all local contractors and AN replied yes.</p> <p>RC asks are there Preferred Companies to do this type of work? AN – you can alert companies that the work is there to be tendered for. DS reported all would be considered by the closing date.</p> <p>MD – the increased interest about the sculptures is good for Stonehaven especially with the references to the Stoney Banksy! AN reported the Tollbooth Museum busier, and the AWPR is certainly bringing more people into the town.</p> <p>MD – it is essential we do not lose sight of the benefits to the town the increased number of visitors will bring.</p>	AN
--	--	----

<p><b>Report from/items to Community Council</b></p> <p>RC reports. Firstly, a big thank you to all the groups who created a buzz around the town during the festive period. Thanks to Jim Stephen and his team in getting the Christmas Tree up and decorated and lit, thanks to the Lions for organising the Light Switch-on event with all the help from the many groups. To the Fireballs team for once again bringing a spectacular event to the town and to the Nippy dip organisers – particular thanks to Jim Stephen and Paul Lindop. Nippy dip made £1300 with 280 dippers and upwards of 750 spectators. Local causes of the RNLI and the Stonehaven Defibrillators benefitted. DL – maybe an entry fee and buckets plus the dippers can raise money for their own causes? RC – will be holding a meeting in September to start the planning process then.</p> <p>JR – can't you ask if each pay a fee to take part? RC we will be looking at this as a way forward.</p> <p>DS- notable lack of local amenities open – maybe involve them in the planning if the large numbers from this year are to be expected again? RC – yes all will be involved.</p> <p>Scotrail Consultants – there are planned alterations and the consultants looking for a telephone interview – RC – not willing to take part in the telephone exercise and all felt is a box ticking exercise only. Ian Hunter is heading this and will be contacting SA in due course regarding this issue.</p> <p>DS asks if this is on the back of the car parking issue and RC states no it is more to do with the major improvements planned.</p> <p>New timetable – a lot of people have raised the issue that the new timetables and the new routes are not very good and there was a lack of communication around this.</p>	
<p><b>Report from/items to KDP</b></p> <p>Nothing to report from the KDP. Next meeting will take place on January 30<sup>th</sup>.</p>	

--	--

## 6 AOCB

Land Train – see above.	
<p>Beach Toilets – CAT 1 transfer was done to determine ownership. Ownership is with the Council. DS – do the STP wish to continue with a full CAT transfer? SA – this is not an Asset Transfer, but the owners are responsible so any issues they would deal with? AN – surely businesses will have their own insurance to cover any issues. DS – the council own the land so they will always be leased. The businesses involved have given a presentation to say that they cannot afford to run this, but they will do because closing them is not an option. If a new lease agreement is not signed, they will be considered surplus and closed. BA/SA/AN all said we, the STP do not have the manpower or financial situation to do this. If the businesses happy to carry on, then that is how it should be. The cost of employing cleaners is high even though volunteers also help with the toilets.</p> <p>Outcome – STP to issue a letter to say we withdraw our interest. JL to issue letter and then pass to JS to sign and send to Council.</p> <p>MD – do we wish to look at other ideas to save the toilets? Research to see if any other town has had same issue? AN – yes but the STP are lacking resource in terms of money and people to do this. BA – we go ahead and let the businesses run with them and readdress in the future.</p>	JL
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.	

## 7 Date of meetings

### Next Meeting

Tuesday 26<sup>th</sup> February at 7pm.

### Subsequent

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

