



**STONEHAVEN & DISTRICT COMMUNITY COUNCIL  
BUSINESS MEETING MINUTES**

7 – 9 pm, 12<sup>th</sup> January 2021

Virtual Meeting, Stonehaven

<b>Present</b>
<p><b>Community Council Members:</b> Dawn Black (DB), Raymond Christie (RC), Patrick Coffield (PC), Mike Duncan (MD), Andrew Gorrara (AG), Ian Hunter (IH), David Lawman, <i>Treasurer</i> (DL), Alistair Lawrie, <i>Secretary</i> (AL), Donald A. Lawrie Morrison, <i>Vice-Chairperson</i> (DLM), Steven McQueen (SMcQ), Christine Mann (CM), Keith Simpson, <i>Planning Secretary</i> (KS), Jim Stephen (JS), Fiona Tavendale (FT), Daniel Veltman (DV) and Bill Watson, <i>Chairperson</i> (BW).</p> <p><b>Aberdeenshire Council Elected Members:</b> Councillor Wendy Agnew (Cllr A) and Councillor Dennis Robertson (Cllr R).</p>
<b>In Attendance</b>
Marc Camus (Community Police Officer, Police Scotland), Julia Lawrie Morrison (Minutes Secretary) and Emma Storey (Committee Officer, Aberdeenshire Council).

<b>1</b>	<b>Chairperson's Welcome</b>	<b>Action</b>
	BW welcomed members back after the festive period, noting the return of Julia Lawrie Morrison to the role of Minutes Secretary, after her maternity leave. BW thanked Community Councillor MD for stepping in as minute taker and wished everyone a happy and healthy new year for 2021.	
<b>2</b>	<b>Apologies</b>	
	Elected Member, Councillor Sarah Dickinson (Cllr D) and Community Councillor, Gerry Towler (GT).	
<b>3</b>	<b>Declarations of Interest</b>	
	DB declared an interest in the Stonehaven Market Square Project.	

<b>4</b>	<b>Last Minute</b>	
<b>4.1</b>	<p><b>Amendments to the Last Minute</b></p> <ul style="list-style-type: none"> <li>• KS was noted as absent but was in attendance.</li> <li>• AL's name spelled incorrectly.</li> </ul> <p>Corrections had been noted by the Secretary AL but a corrected version of last month's minutes had not been sent out to members prior to the meeting.</p> <p><b>Action</b> – AL to correct the minutes.</p>	<b>AL</b>
<b>4.2</b>	<p><b>Approval of the Last Minute</b></p> <p>Proposed by RC and seconded by IH.</p>	
<b>4.3</b>	<b>Matters Arising from the Last Minute</b>	
<b>4.3.1</b>	<p><b>Appointment of Treasurer - AL &amp; DL</b></p> <p>DL sent AL his contact details for the CC records.</p>	
<b>4.3.2</b>	<p><b>Stonehaven Market Square Project Update - DB</b></p> <p>The public consultation on this project did not go ahead in person, instead a e-consultation was created using Survey Monkey which has since been shared online on social media, featuring in The Bellman, locally. In total there have been 40 e-consultation respondents and this information has been sent to Aberdeenshire Council. The police have been in email correspondence regarding their concerns over the height of the fencing design and the potential for youth to congregate and hide. The design allows for gaps in the fencing.</p> <p><b>Action</b> – DB to speak with project designer Nikki Ritchie and with the police in person.</p>	<b>DB</b>
<b>4.3.3</b>	<p><b>Craigneil Wind Farm Development - RC</b></p> <p>Action from last meeting, RC wrote to Bruce Stewart (BS), Area Manager at Aberdeenshire Council, asking for a site visit to be undertaken before the next Council Area Committee meeting in February, prior to the current Covid-19 Scottish Government restrictions being put in place. RC received a reply from BS stating that he was passing it on to the Council's Planning and Legal departments. No further communication has been received from BS. Emma Storey (ES), (Committee Officer) of Aberdeenshire Council, noted BS had been in contact with AL. AL confirmed this had sent this out to members.</p> <p><b>Action</b> – RC to ask BS for a response from the Planning and Legal departments.</p> <p><b>Action</b> – ES to resend BS's communication with AL.</p> <p><b>Action</b> – AL to reshare BS's communication with CC members.</p>	<b>RC</b>  <b>ES</b> <b>AL</b>

4.3.4	<p><b>Christmas Tree, Baubles and Lights - JS</b></p> <p>JS is waiting for the tree bauble invoice.</p> <p><b>Action</b> – JS to send invoice to DL.</p> <p><b>Action</b> – DL to make payment upon receipt of invoice.</p>	<p><b>JS</b></p> <p><b>DL</b></p>
4.3.5	<p><b>Margaret Street Toilets - DB</b></p> <p>DB was delighted to note the town’s Margaret Street toilets re-opened before Christmas, in December last year, but that, unfortunately, the harbour public toilets have now closed. It is hoped they will both be open in due course.</p>	
4.3.6	<p><b>Hannah Dyson Award 2021 - AL</b></p> <p>Letters have been sent to schools, The Bellman and the public, with a deadline of just before the next CC business meeting in February for the submission of nominees. AL made an appeal to those present at the meeting if anyone knows or has access to anyone who works with the local uniformed youth organisations and clubs. In the past some of the successful nominations have come from local uniformed youth organisations. AL thanked CC colleagues for their assistance.</p> <p><b>Action</b> – members who have local uniformed youth organisations contacts to pass these to AL as soon as possible for AL to send out copies of the letter in advance of the submission deadline.</p> <p><b>Action</b> – AL to review Aberdeenshire Council for local uniformed youth organization contact details.</p> <p><b>Action</b> – Cllr A to send her husband’s contact details to AL with relation to the Sea Cadets.</p> <p><b>Action</b> – CC members to volunteer to assist AL with the award decision process, to contact AL.</p>	<p><b>Members/</b></p> <p><b>AL</b></p> <p><b>AL</b></p> <p><b>Cllr A</b></p> <p><b>Members/</b></p> <p><b>AL</b></p>
5	<p><b>Business Matters</b></p>	
5.1	<p><b>Police Report - MC</b></p> <p><i>BW left the meeting due to internet connection issues. AL took over as Chairperson.</i></p> <p>December 2020 local area police report was circulated around the CC members prior to the meeting and can be accessed by the general public on our web site. MC provided a summary and answered question at the meeting:</p> <p><b>Anti-Social Behaviour:</b></p> <p>Decrease in calls. 49 incidents related to youths, for example, in relation to Covid-19 regulation compliance and group size, low level breach of the peace, vandalism of Edzell football pitch posts, 6 assaults, no physical assaults and 1 reported house break-in.</p>	

	<p><b>Road Safety and Road Crime:</b></p> <p>1 report of drug or drink driving and no reports of careless driving.</p> <p><b>Community Engagement and Reassurance:</b></p> <p>Heightened vigilance during Covid-19 Scottish Government Level 4 restrictions with emphasis on personal accountability and a reminder on the FACTs approach.</p> <p>The public are asked to contact Police Scotland with knowledge of Covid-19 regulation breaches at the time of the breach, if possible.</p> <p><b>Warrants:</b></p> <p>2 significant drug searches and positive interventions regarding drug supply cases, including a significant drug seizure that will be report on next month.</p> <p><b>Questions and Comments to MC:</b></p> <p>Cllr R was pleased that crime was on the decrease and asked if a localised approach to communication from Police Scotland might assist with understanding and encouragement amongst the public about what is going on in the local area, as opposed to what is being reported on nationally which may be sending mixed-messages.</p> <p><b>Action</b> – MC to share local statistics and messages via local Police Scotland social media accounts.</p>	<b>MC</b>
<b>5.2</b>	<p><b>Planning Report - KS</b></p> <p><i>BW returned to the meeting and resumed Chair of the meeting.</i></p> <p><b>Hillhead of Auquhirie Wind Farm, Funding Stream:</b></p> <p>RC confirmed the KDP nomination for the funding panel has been submitted and put forward to the funding stream.</p> <p><b>Planning Correspondence:</b></p> <p><i><b>Motion</b> - letter to be sent to Aberdeenshire Council Planning department on behalf of SDCC in support of the Stonehaven Community Garden.</i></p> <p>Proposed by KS and seconded by AL.</p> <p><b>Result</b> – Agreed.</p> <p><b>Action</b> – KS to send the letter to Aberdeenshire Council Planning department</p> <p><b>Weekly Planning Lists:</b></p> <p>Class 1 Change of Use planning application for the old bank premises at 18 Anne Street. The proposed change is to retail. KS spoke with the Planning case officer but no further information is known regarding this planning application. It may be a speculative application submitted by an estate agent as a marketing tool. Concern was raised over what type of shop it might become so as to avoid a concentration of a certain type of shops in the town. It was noted that the topic of who made the planning</p>	<b>KS</b>

	application was not a planning matter.	
<b>5.3</b>	<p><b>Defibrillator Updates - JS &amp; DL</b></p> <p><b>Defibrillator Invoices:</b></p> <p>JS forwarded invoices from contractors for the Mackie defibrillator. These are outstanding.</p> <p><b>Defibrillator Funding:</b></p> <p>An application has been submitted to Aberdeenshire Council's area budget, if successful it is hoped that an expanded network of defibrillators and 24 hour access to them in the town is created.</p> <p><b>Action</b> – Defibrillators to be a standing item on the business meeting agenda.</p>	<b>BW</b>
<b>5.4</b>	<p><b>Stonehaven's Food Banks and Larder - PC &amp; AL</b></p> <p><b>Initial Research on the Food Banks and Larder:</b></p> <p>Action from last meeting, PC conducted initial research on the local demand and cost of sustaining 2 food banks and 1 food larder.</p> <p>In conversation with the 2 food banks, Far and Wide and Catalyst Church, and the community food larder, The Haven, PC compiled a report sent to AL but not yet distributed amongst members. PC summarised the report's findings on each food bank or larder, covering the service provided, the client demographic, resources, any issues and future plans.</p> <p><b>Food Bank and Larder Volunteer Concerns:</b></p> <p>Action from last meeting AL spoke with Graham Hooper (GH) who has been redeployed to help support community food banks and larders in the area.</p> <p>In conversation with a GH, AL noted that it is thought that there are adequate food supplies until the end of March, but there is a general concern amongst food bank and larder volunteers in the area over the burden placed on them when they are occasionally faced with delivering additional services above and beyond those pertaining to food banks and larder, attempting to answer questions from members of public on a variety of topics, from Universal Credit, how to fill a driving licence application form to school meals. It was noted that these volunteers are not trained to provide this kind of information to the public.</p> <p>The information being sought by some members of the public in food banks and larders was considered more relevant to be asked of the Citizen's Advice Bureau and it was felt that food bank and larder volunteers should refer all such questions to them. The Grampian Coronavirus Assistance Hub and the new local information online newsletter called 'Dae You Ken' may also be of use.</p> <p><b>Action</b> – PC to share this report on the CC website, after it has been</p>	

<p>updated with further information.</p> <p><b>Action</b> – IH to promote this report on Mearns FM.</p> <p><b>Action</b> – ES to distribute leaflets on the Grampian Coronavirus Assistance Hub and Citizen’s Advice Bureau to the food banks and larder for the general public to pick up.</p> <p><b>Food Bank and Larder Financial Sustainability:</b></p> <p>Concern was raised over how the local community can financially support the food banks and larder longer term ongoing. JS identified this as a topic he was keen to see resolved as the need for each food bank and larder was clear. It was suggested that the local and national government should provide financially for the longevity of the food banks and larder so as not to burden the local community, who have given so much already, with the cost ongoing. It was felt that the local community could work instead to push local and national government into action to assist food poverty in the area longer term supporting food banks and larders financially on an ongoing basis. A suggestion was put forward that the Community Centre might continue to be let to the food larder free of charge by Aberdeenshire Council.</p> <p>Julia Morton (JM), Founding Director of The Haven Community Food Larder, addressed the CC. JM thanked the CC for their interest in the food banks and larder, noting that we can learn how best to support these as a community by learning from best practice in other areas. Banchory was noted as an example, similar to Stonehaven in its demographic, within it a joint community initiative has been set up and run as a community organisation, working with Aberdeenshire Council.</p> <p>PC noted that food banks and larders operated on different models whereby food banks are generally supported by other organisation, various religious organisations in the case of Stonehaven’s two food banks, whereas the food larder draws a greater amount of financial support from the local community. JM highlighted that the food banks and larder in the town help each other out. Cllr R noted that the local community have been fantastic in supporting the food banks and larder.</p> <p>DL noted that there are no major food shortages but that the biggest challenge for each is how to sustain their services in the long term, with the larder having the highest operational costs to be covered and the two food banks having smaller overheads and the support of religious organisations.</p> <p><b>Government Food Parcels and Benefits Legacy Payments:</b></p> <p>On the topic of food poverty, AL, as CC Secretary, had received lengthy correspondence from a local resident in Stonehaven who was quite concerned about the level of support being provided by the government. Specifically, the concern raised was over the lack of reinstating of government issued food parcels during the current lockdown, as had been issued previously. In addition, it was noted that those on benefits, such as Employment and Support Allowance or Personal Independence Payments are receiving a lesser amount than those on Universal Credit</p>	<p><b>PC</b></p> <p><b>IH</b></p> <p><b>ES</b></p>
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	<p>in legacy payments and there is no plan to increase these.</p> <p><b>Motion</b> – CC to write to Marie Gougeon, MSP, and local Councillors to ask:</p> <p><i>Stonehaven and District Community Council are concerned to know what support Scottish Government and Aberdeenshire Council are currently providing to support Food Banks and Larders?</i></p> <p><i>What additional support does Scottish Government and Aberdeenshire Council intend to provide to support food banks and larders, in the light of the increasing need for their services during the current pandemic.</i></p> <p><i>In addition, SDCC would like to know when the currently withdrawn government food parcels which were distributed during the first lockdown are to be reinstated. Reinstating these seems particularly important in the light of the greater numbers who are likely to be in need and the fact that, although much publicity has accrued to the existence of a temporary £20 increase for those on Income Support payments, those earlier claimants who remain on older legacy benefits (such as ESA, DLA. PIP) have never had this increase.</i></p> <p>Proposed by AL and seconded by JS.</p> <p><b>Result</b> – Agreed</p>	
<p><b>5.5</b></p>	<p><b>Virtual CC Meetings and the Agenda – AL &amp; KS</b></p> <p>Action from last meeting, KS issued Skype invitations to members and persons in attendance at tonight’s meeting.</p> <p>Tonight’s meeting was a trial run using the online communication platform Skype. Some people lost connection during the meeting. 5 people phoned into the meeting, who were unable to log on via the Skype app or website. Internet connection issues will always be an occasional problem.</p> <p>ES noted that an Aberdeenshire Council guidance note on using Skype can be shared. A Skype practice run was noted as a good idea to assist members prior to the next business meeting taking place. People can use web-cameras if they want. AL noted that KS had done the work on this item.</p> <p><b>Action</b> – ES to send Aberdeenshire Council’s guidance note on using Skype to AL and AL to disseminate to members.</p> <p><b>Action</b> – AL, liaising with KS, to email invitations to anyone who would like to attend a trial Skype meeting to be held on Tuesday 2<sup>nd</sup> February.</p> <p><b>Action</b> – February business meeting agenda to be finalised at the trial Skype meeting on Tuesday 2<sup>nd</sup> February, and thereafter agendas to be finalised one week prior to the business meeting.</p>	<p><b>ES &amp; AL</b></p> <p><b>AL &amp; KS</b></p> <p><b>Members/ BW</b></p>
<p><b>5.6</b></p>	<p><b>CC Communication - BW &amp; PC</b></p> <p><b>Mode:</b></p>	

	<p>The CC Secretary receives information from various sources, thereafter, disseminating it to CC members. The CC is a statutory consultee and, in addition, considers items that are relevant to or proposed by the local community. CC meetings are open for the public to attend and ask questions or make comment. CC meetings are minuted and those minutes are uploaded on to the CC website.</p> <p>Concern was raised by Community Councillor CM over the CC website and Facebook page being not kept up-to-date, adding that a CC Twitter account might help to communicate wider within the community.</p> <p><b>Access:</b></p> <p>A member of the meeting audience, Jane Cruickshank (JC), Reporter at The Bellman, raised concern over the CC agenda recently not being made available to the public prior to the meeting.</p> <p><b>Appeal for Help:</b></p> <p>PC and BW administer the CC website and Facebook page. CC members can volunteer to help PC and BW with CC communications and can send them information for sharing online. JS volunteered to assist communications sharing CC minutes in local community groups on Facebook to generate interest.</p> <p><b>Action</b> – PC to update existing content on the CC website.</p> <p><b>Action</b> – CM to liaise with PC regarding CC website and Facebook page content for updating.</p> <p><b>Action</b> – JS to share final copy CC minutes in local community groups on Facebook.</p> <p><b>Action</b> – Business meeting agendas to be closed 7 days prior to the business meeting and published on the CC website 5 days prior.</p>	<p><b>PC</b> <b>CM &amp; PC</b>  <b>JS</b>  <b>BW &amp; PC</b></p>
<p><b>5.7</b></p>	<p><b>Temporary Traffic Lights on the A957 at the Foot of the Bervie Braes - IH</b></p> <p>The temporary traffic lights are currently not noted on Aberdeenshire Council's online catalogue of road restrictions and closures for Stonehaven. It was noted that the lights might be there due to cracking along the pavement that had occurred at the time of flood defence work in that area when a section of the bank was removed in error.</p> <p>Cllr A confirmed Aberdeenshire Council are aware of this but that it is possible not categorized as a 'restriction' for the purpose of their online catalogue of road restrictions and closures.</p> <p><b>Action</b> – Cllr A to find out why the temporary traffic lights are not listed on Aberdeenshire Council's online catalogue of road restrictions and closures.</p> <p><b>Action</b> – Item to go on the next agenda.</p>	<p><b>Cllr A</b>  <b>BW</b></p>
<p><b>5.7</b></p>	<p><b>Correspondence - AL</b></p>	



	Covered in Business Matter Item 5.4	
<b>6</b>	<b>AOCB (Urgent or For Next Meeting)</b>	
<b>6.1</b>	<b>AOCB Definition Clarification - BW</b> Items for AOCB should not be new unless urgent, otherwise they will be noted for inclusion at the next CC business meeting.	
<b>6.2</b>	<b>Training - Cllr R</b> Cllr R requested training for CC members to be placed on the agenda, noting that it might help newer members on roles, responsibilities, providing context and assistance, as well as potentially highlighting where we can do things better. <b>Action</b> – Training for CC members to be on February’s business meeting agenda. <b>Action</b> – ES to seek thoughts on training from members.	<b>BW</b> <b>Members/</b> <b>ES</b>
<b>6.3</b>	<b>Stonehaven Post Office - DB</b> <b>Action</b> – Watching brief.	<b>Members</b>

**Next Meeting:** 9<sup>th</sup> February 2021

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