

STONEHAVEN & DISTRICT COMMUNITY COUNCIL BUSINESS MEETING MINUTES

7 – 9 pm, 9th March 2021 Virtual Meeting, Stonehaven

Present

Community Council Members:

Dawn Black (DB), Raymond Christie (RC), Patrick Coffield (PC), Mike Duncan (MD), Janine Esson (JE), Ian Hunter (IH), David Lawman, *Treasurer* (DL), Alistair Lawrie, *Secretary* (AL), Donald A. Lawrie Morrison, *Vice-Chairperson* (DLM), Steven McQueen (SMcQ), Christine Mann (CM), Keith Simpson, *Planning Secretary* (KS), Jim Stephen (JS), Fiona Tavendale (FT), Gerry Towler (GT), Bill Watson, *Chairperson* (BW) and Lindsay Wood (LW).

Aberdeenshire Council Elected Members:

Councillor Wendy Agnew (Cllr A), Councillor Sarah Dickinson (Cllr D) and Councillor Dennis Robertson (Cllr R).

In Attendance

Marc Camus (*Community Police Officer*, Police Scotland), John and Jane Cruickshank (*Convenor*, Stonehaven Horizon), Owen Forsyth (*Architectural Technologist*, Aberdeenshire Council), Julia M. Lawrie Morrison (*Minutes Secretary*, for Stonehaven & District Community Council), Craig Mathieson (*Principal Architect*, Aberdeenshire Council), Mark Mitchell (*Estates Programme Manager*, Aberdeenshire Council), Avril Nichol (*Head of Service*, Live Life Aberdeenshire, Aberdeenshire Council) and Tim Stephen (*Service Manager – Facilities and Funding*, Live Life Aberdeenshire, Aberdeenshire Council).

1	Chairperson's Welcome	Action
	BW opened the meeting, welcoming members of the community	
	council, meeting attendees and the general public.	
2	Apologies	
	Community Councillor Daniel Veltman (DV).	
3	Declarations of Interest	
	None.	
4	Recording the Meeting - KS	
	Motion	
	Are meeting participants happy to be recorded during this business	
	meeting for minute taking purposes only and once minutes agreed that recording to be deleted?	
	Proposed by KS and seconded by BW.	
	Result – Agreed.	
	Action – KS to record the meeting, making it available to the Minutes	
	Secretary, deleting the recording once minutes have been agreed at	

	the subsequent business meeting. Action – KS to stop and re-start the recording when requested by any	KS
	member or attendee who may prefer not to be recorded speaking.	ĸs
5	Last Minute	
5.1	Amendments & Approval of the Last Minutes	
	Amendments:	
	Cllr D requests the following corrections to be made to the February	
	meeting minutes:	
	1) page 2 – policy B1, not 1B.	
	2) page 5 – the drama suite is not improved, the fitness suite is	
	going to be improved and that it sits in an unused part of the drama suite.	
	Action – AL to correct the corrections to the minutes.	AL
	Approval:	
	Proposed by DB and seconded by PC.	
5.2	Matters Arising from the Last Minute	
5.2.1	Stonehaven's Food Banks and Larder - PC & AL	
	AL wrote a letter on behalf of SDCC. Awaiting a response from The	
F 0 0	Haven. SDCC Involvement with Town Centre Tool Kit - BW	
5.2.2	SDCC involvement with Town Centre Tool Kit - Bw	
	BW circulated notes from a recent webinar on this project which	
	presents a great opportunity for community organisations to work	
	together. SDCC will reach out to other groups to ensure the town	
	makes the most of potential funding.	
	DB noted that the Stonehaven Town Centre Improvement Group will discuss this at their next meeting. AL, SB and JS are attending this meeting already as part of different local interests. AL represents SDCC interests on the STCIG in addition to his existing role on the group.	
	DB noted that this funding would have the potential to cover different aspects of the area, beyond the centre of the town, including signage for the whole town and digital and built assets in the town, with the assistance also of the Stonehaven Business Association and Stonehaven Town Partnership.	
	Action – AL to ask STCIG if they want to work with SDCC jointly on this funding opportunity.	AL

5.2.3	Use of SDCC Bequest Funds – JS Motion For SDCC Bequest Funds to be dispersed in small segments over the next couple of years to local groups upon application. Proposed JS seconded DB. Agreed	
	Result – agreed. DL confirmed that the SDCC Bequest Fund contains £4,296.02 in the account.	
	 Action – JS to consider scheme for how this would work and inform the meeting in April. Action – to be added to April's business meeting. Action - JS to forward the STP blueprint to SDCC officers to review. 	JS JS
		12
5.2.4	SDCC Hannah Dyson Award & SDCC Community Award– AL AL informed the meeting that two very good nominations have been submitted. A decision is yet to be made. No request for nominations for the SDCC Community Award have been made yet.	
	Action – DB to promote the SDCC Community Award on social media Action – AL to send DB any photographs of previous Award winners Action - Jane Cruickshank of The Bellman to send any relevant	DB AL JC
	photographs to DB Action - AL to given IH information on the Awards to IH for Mearns FM	AL & IH
	promotion Action – AL, RC and CM to take part in a three-way phone call to discuss the Awards	AL, RC & CM
	Action – CM and RC to email AL with possible times for a phone call meeting	CM & RC
6	Business Matters	
6.1	Presentation: Police Report – Marc Camus (MC)	
	No issues to raise.	
	Report summary –	
	Anti-social Behaviour: Violence and disorder has reduced from 71 to 57 incidents including reports on noise, theft and youth issues, such as groups drinking by the harbour but patrols have increased in that area.	
	Roads and Driving: One case of careless driving and a vehiche was seized.	
	BW asked members for any questions:	
	DB noted that over the last few months the letting off of fireworks in the town at various locations and times has been of concern to some local residents. DB asked what the police position is on this and what people should do.	

	MC was unaware of any calls relating to this matter adding that fireworks can be used until 11pm depending on their use. If fireworks are used as aggravation a call can be made to the police. It might constitute harassment or reckless endangerment, but the proper use of fireworks, as long as the person is 18 years or above, and let off in a reasonable manner is legally allowed. Wherein a person believes the person/s letting off the firework are doing so to harass or aggravate then they can report this to the police calling 101. In cases of imminent danger they may call 999.	
6.2	Presentation: Proposals for Mackie Academy Development Work – Owen Forsyth (OF), Craig Mathieson (CM), Mark Mitchell (MM), Avril Nichol (AN) and Tim Stephen (TS).	
	A team of Aberdeenshire Council staff attended the meeting to present to members on the proposals for the redevelopment of part of Mackie Academy.	
	MM, lead for the Estates team, informed members that they had been working with Mackie Academy for some time, that the condition and suitability of the school's changing rooms is poor and that there is no direct access to the small gym without first exiting the main building. The school pool was low in use pre Covid-19, in use around 25% of operating hours by both the school and the community. The pool is managed by Education Services and is a school asset but has public use outwith school hours, for the learn to swim programme which can be re sited at the two other pools in Stonehaven.	
	MM noted that the consultation included Mackie Academy management, staff, pupils, Live Life Aberdeenshire and two community users.	
	The proposal involves the full reconfiguration of the school changing rooms, to fill in the pool tank to create a large multi-purpose space for both formal and informal use, a new fitness suite, all of which significantly meets the needs of the school.	
	OF, part of the architectural team, provided a virtual walk through the proposed architectural reconfiguration works for members to see on the Skype call.	
	TS, of Live Life Aberdeenshire, informed members that exciting work is afoot whereby the council will work with stakeholders in Stonehaven and wider area, on sport provision, regarding the allocation of capital funds to improve and add facilities in the coming years, to sell Stonehaven as a holiday destination, improving mental wellbeing and the economy. Seven figure funds from the council's Improvement and	

Development budget will be added to community fundraising as part of a new participatory budgeting process with their allocation and use being undertaken in conjunction with community stakeholders. The aim is for this to move forward by summer this year. BW asked members for their questions: BW asked if the multi-use space being created will be available for community use. MM confirmed that it would depending on the hours. TS added that there may be barriers to allowing community access due to the current internal design of the school but that these works will improve that in the future. DL commented that a long term plan looking into existing council and other resources available community wide and not just focused on the provision of sport facilities would be the best solution, requiring joint discussion with all groups and venues on what we might have and need. AN noted that it was their intention to work with the community and their aspirations, that they are happy to return and present at SDCC another time, to build those aspirations together. IH commented that the council used to promote the use of the school facilities with imaginative ideas through its Community Learning department but that this work was no longer being done. IH added that this should be a longer term plan, to continue a dialogue between LLA and the wider community. AN noted that long term partnership working is the aim to ensure the area gets what it wants and requires. BW asked where the works sit in the relation to the school. OF demonstrated their location on the virtual design for members to see in the meeting. BW asked if the community can use the facilities in school hours. MM noted that given the location it would be challenging to permit community use during school hours, but not insurmountable, it would need to be timetabled appropriately to ensure school and community safety. RC commented that this work was mentioned in a council procurement plan approved by Area Committee on 3rd September 2019 and gueried why it hadn't been brought to light for community consumption until now.

MM reiterated that engagement had been undertaken with the school management and pupils. MM added that the procurement plan mentioned was in relation to a project at Mackie for something else, just the changing room and toilet refurbishment and upgrade and that since then dialogue between services and LLA brought in the pool element. As this was a material change they had to re-present it to Area Committee to seek approval for additional works, on 8th December 2020 and 19th January 2021.

JS asked what money will pay for the refurbishment of the Leisure Centre changing rooms.

TS noted that the funds mentioned are for improvements not general maintenance, with the council's preference to hand the decision making to a community-led approach. TS added that the council will continue to invest and maintain facilities but cannot be specific in what is planning for the Leisure Centre changing rooms at this time.

JS added that the public viewing area of the Leisure Centre swimming pool is located at the deep end of the pool is unsuitable.

DL asked if they would consider adding the Invercarron Resource Centre and wider council facilities, not just sport and education into the participatory budgeting process.

AN is happy to work with other council officers and that an audit of council facilities is currently on the ground, looking into what are the gaps what can been more made of and looking into new developments to fill the gaps over a 10 year period.

BW asked what the expected timescale for the participatory budgeting process was.

AN at present they are engaging with organisations and undertaking a audit in the next few weeks looking to move forward into the wider community once information has been collated hopefully over the summer in the hope of delivering change in 2022.

Questions raised by members on behalf of others:

PC asked, on behalf of Jackie Bruce, if pupils at Mackie Academy have time allocated for swimming.

TS noted that while there was not a school representative present at the meeting he had listened into discussions on the matter and that a limited amount of PE time is allocated to swimming but there is still some need for it in the curriculum and that can be accommodated at the Leisure Centre.

AL received many emails from the general public, with one asking whether an impact assessment had been undertaken on the effect on the community and leisure centre users with the shift of the school pool users to the leisure centre pool.

MM noted that as part of any large project the council is obliged to do

	 an Equalities Impact Assessment within the Procurement Plan presented to the Area Committee. BW asked for clarity regarding the question of capacity, the impact on the greater community on users and current users of the Leisure Centre with these works being undertaken. MM noted that was worked through with LLA colleagues around the timetabling of activities. TS added that a number of engagements between various parties looked at the impact of the works and in general LLA is actively looking at how it meets its provision for users and how it can do things better, something that it built into the Equalities Impact Assessment undertaken. Action – invitation to be sent to LLA to attend April/May Business Meeting participate Action – add to April/May Business meeting agenda 	BW BW LLA
6.2	Action – LLA to indicate if April or May suitable	Officers
6.3	Presentation: Stonehaven Horizon – Jane Cruickshank (JC) and John Cruickshank (JCr) JCr presented to the members:	
	A portfolio of Stonehaven Horizon's activities was circulated to members before the meeting. Stonehaven Horizon has been busy on different projects. The purpose of the presentation was to garner SDCC support for Stonehaven Horizon's ambition to enter Stonehaven into Beautiful Scotland 2021.	
	Beautiful Scotland 2021 now has a wider remit including not just plants but also people. Stonehaven Horizon has entered Beautiful Scotland previously winning gold in 2009, silver in 2008, 2011 and 2013.	
	This year Stonehaven Horizon hopes this entry will provide an opportunity to lift town out of lock down blues. The application would include works along the beach boardwalk, the market square community garden and the rejuvenation of the Burn's Memorial Garden, including earlier projects such as the painted pebbles, the community orchard, harbour planters and Pat's wild flower and nature corner. Thanks to the Meikle Wind Farm community fund Stonehaven Horizon are able to provide and maintain flower handing baskets in the town, unlike last year when this was not possible.	
	Entering under the category of 'coastal town' the Beautiful Scotland application deadline is 30 th April for judging in August, and awards in September later this year.	
	Stonehaven Horizon has a lot of work to do in order to get the judges' route ready for their walk. Despite Stonehaven Horizon entering the	

	town it is the Stonehaven that is the entrant and all local help is appreciated to make this possible.	
	BW asked members for their questions:	
	JS was impressed with Stonehaven Horizon's work but expressed concern over the affordability of this idea when Aberdeenshire Counil budgets are decreasing, noting that a big problem in the area is litter and weeds. JCr wasn't able to respond on behalf of the council but added that the application was also about celebrating the achievements of the community and they would work closely with the council's landscape services and others.	
	AL commended the council's recent work done along the beach boardwalk and town centre increased signage, adding that litter is as much to do with townsfolk as the council.	
	BW asked what Stonehaven Horizon is seeking from the community. JCr noted that assistance with weeding, awareness raising would help, that it was not about money more about people power, helping to determine and shape the judging route, bringing enthusiasm and energy.	
	AL highlighted that SDCC could help galvanise public opinion, as well as The Bellman, in order to promote the project, through social media and other means. He added that the litter problem will start to disappear when more people become committed to the appearance of the area, rather than receiving a lecture against it.	
	 Motion SDCC agrees wholeheartedly with Stonehaven Horizon's application to enter Stonehaven into Beautiful Scotland 2021. We will seek to support this project in any way we can. Proposed by AL and seconded by DL. Result – agreed. Action – to be publicised by SDCC 	
		PC/DB
6.4	SDCC Planning Report - KS Planning Correspondence: KS wrote and submitted a letter in support of Natasha Stewart's Rhythm Nation Dance and Fitness planning application. Craigneil Windfarm planning site visit as proposed by RC months ago has not yet taken place.	
	Action – BW and KS to contact Aberdeenshire Council's Area	

	Manager to determine when this site visit will take place.	BW & KS
	Weekly Planning Lists: Nothing to note.	
6.5	SDCC Treasurer's Report – DL Online Banking:	
	DL noted that getting the online banking signatures arranged is progressing albeit slowly.	
	Annual Audit:	
	DL spoke with local accountancy firm Charlie Sands and it was considered that SDCC accounts were of a size and activity that did not necessarily require such a level of assistance to undertake their auditing.	
	BW noted that Aberdeenshire council require a non-SDCC member to undertake the annual audit and that this can anyone in the community	
	with the relevant experience. DL suggested that another community council treasurer in a nearby area might undertake this job for SDCC.	
	Action – DL to ask ES for details for nearby community councils.	DL
6.6	SDCC Co-option, Co-optee Introduction, Resignation, Vacancy, Elections and Attendance – JE, AL & BW Co-option: Motion SDCC to co-opt Janine Esson. Proposed by AL and seconded by BW. Result – agreed.	
	Action – AL to send JE member information. Action – AL to add to JE to the email list.	AL AL
	Co-optee Introduction: JE has lived in Stonehaven for 15 years, working for the NHS. In recent times she was redeployed in her job to work at Aberdeen Royal Infirmary to undertake Covid-19 testing and has since been redeployed again to assist in Covid-19 vaccination clinics. JE has two sons who attend Mackie Academy, she has recently taken on the care of an allotment and it is her goal to start wild swimming. JE believes being involved with the community is really important.	
	Resignation: Resignation of AG from the community council leaving a vacancy available. BW noted that Andrew Gorrora had submitted a letter of resignation in which he thanked everyone for his time noting that while he had enjoyed being a member he was currently unable to undertake this roll	

	as fully as he would wish but he hopes to continue to keep an interest in the work of SDCC and the interest of the local community going forward.	
	Vacancy: There is currently a vacancy for one more co-optee.	
	Elections: It was noted that as all full SDCC members has been re-elected in 2018 they do not need to re-stand until 2022, that this was undertaken to co-ordinate length of service more easily than separate member elections and that co-option of new members can be used until such time as 2022 arrives and all can stand for election together.	
	AL noted that SDCC have more co-optees than the SDCC Constitution allows for, something that had been permitted during the Covid-19 situation but that might be required to change before 2022, assuming the Covid-19 permitted changes do not remain in place at that time.	
	Attendance: Current member attendance was addressed noting that where a member had not attended a meeting, without correspondence, for a long period of time, that this should be addressed. Given the awkward circumstances faced by many this past year this matter might be addressed by making contact on the telephone with any member concerned to provide an opportunity for their return, without going straight to the SDCC Constitutional formal proceedings on such matters.	
	Action – KS to reach out to any member who has not been present for multiple consecutive SDCC business meetings, to provide an opportunity and assistance for their return at April's business meeting.	KS
6.7	SDCC Member Training – Emma Storey (ES) ES not in attendance at the meeting. Action – add April's business meeting agenda.	BW
6.8	 SDCC Defibrillator Updates - JS & DL (DL breaking up) Funding: DL informed the meeting that money continues to come in, some having been spent already on defibrillator bills. Location: DL noted that they are coordinating the location of defibrillators into Mackie Academy and Stonehaven Leisure Centre, with a contractor still to be selected and the likelihood of this being done in the Easter holidays outwith school hours and around the use of the Leisure Centre as a vaccination site. The local police had queried where the defibrillators were located within the town. 	

	Motion To accept the new protocol and guidelines as circulated prior to the	
6.9	SDCC Communications Group – PC & DB	
	 Training: The Kieran Legacy Project are keen to help with defibrillator training. DL noted in the first instance a person would call 999 for assistant, however, adding that the defibrillator machine itself would also talk through what to do. Action – All members to feed information gathered on the use of defibrillators to the SDCC Communications Group (PC, DB & JS). Action – SDCC Communications Group to promote this information across its platforms. 	ALL PC, DB & JS
	 Action – JS to promote the locations of the defibrillators on the SDCC Facebook page. Action – JS to email PC a copy of the new defibrillator location map. Action – PC to replace the existing map with the new one. Action – JS to share map with DB. Action – DB to affix map to top of the SDCC Facebook page. Action – SDCC Communications Group to look into the promotion of defibrillator location on Google Maps. 	JS JS PC JS DB PC, DB & JS
	Facebook page could be connected to the top so that it never moves down with new posts.MD noted that at present only one defibrillator is showing on Google Maps, that this might be another way to promote their location.	
	DL urged members to consider the creation of a stand-alone Facebook page for Stonehaven's defibrillators in order for clearer visibility amongst the general population, including a central location where information could be updated as opposed to being advertising across different organisations, groups, websites and Facebook pages. This should also recognise the assistance provided by each organisation, group and individual and could also share information on defibrillator use such as videos. DB noted that any information regarding the defibrillators on the SDCC	
	Promotion: JS noted a map of defibrillator locations has been made and another defibrillator has been offered to the community from local business A & R Services. A different map of defibrillators exists on the SDCC website.	

	meeting.	
	Proposed by PC and seconded by DB.	
	Result – Agreed	
	DB updated the meeting on SDCC Facebook page analytics for the period of January to February which showed a tremendous increase in traffic with 330 people engaging with posts, 435 likes and 414 followers. So far in March likes have gone up to 501, followers to 522	
	and there have been over 8,000 engagements with posts such as those pertaining to railways, flood alerts and the First Minister's announcements. DB noted that the increase in traffic is likely due to sharing posts in local community Facebook groups such as 'Stonehaven Chat' which in turn encourages more sharing of posts by	
	other people.	
7 7.1	SDCC Correspondence – AL BBC Scotland, Nine Programme, Broadband Issues – AL An enquiry was received from BBC Scotland requesting information on internet connection speeds in rural areas.	
	Action – AL to pass on the details to DB.	AL
7.2	The Haven Food Larder Funding - JS BW confirmed that a letter had been written to Mairi Gougeon MSP regarding the shortfall in funding for food poverty and provision in the area. Awaiting a response from Marie Gougeon.	
	AL confirmed that this had been answered earlier in the meeting, reiterating that a letter had been sent to The Haven on behalf of the SDCC. Awaiting a response from The Haven.	
	Action – BW & AL to update members on receipt of further correspondence.	BW & AL
7.3	Potholes - PC The SDCC website has received many concerns from members of the general public regarding the issue of potholes in Stonehaven. A note is on the SDCC website directing the public to Aberdeenshire Council's website and reporting facility.	
	MD expressed concern over the lack of clarity from the council's Roads department on their dealing with this issue, noting that they have begun addressing some along Bath Street and Anne Street but that there are 6 significant potholes in the town. MD had requested guidelines from the council as to their categorisation of pothole defect severity to understand their prioritisation system and clarification on their timeline of intended works on the potholes. Awaiting a reply on this.	
	The topic of potholes is also being discussed by the Stonehaven Business Association (SBA). DB highlighted their concern over the	

	Upon receipt of an invitation to attend the Community Councils Forum,	
8.2	Community Councils Forum - DB Motion	
	 Action – RC to send AL the letter received about this. Action – AL to respond to the Club's letter. Action – add to April's business meeting agenda. 	RC AL BW
8.1	Mackie Former Pupils Rugby Club Pitch – RC RC was written to by the Mackie Former Pupils Rugby Club seeking the use of land by Forest Drive.	
8	AOCB (Urgent or For Next Meeting)	
		BW
	on how they undertake a pothole risk assessment. Action – add to April's business meeting agenda.	Cllr D
	grading and prioritisation. Action – MD to send a further email to Ewan. Action – Cllr D to forward the Ross Anderson presentation from Roads	MD
	Action – Cllr R to provide the information as soon as possible on the scheduling timeline of intended repair works to potholes including their grading and prioritization	CIIr R
	with the wider issue of potholes. Cllr D also noted that Roads have provided information on how they undertake their pothole risk assessment which had been circulated again recently. Cllr D understands the frustration on this matter and urged people to report issues with potholes on the council website. IH queried whether incidents relating to potholes could be reported on the council website.	
	Cllr D noted that the Roads department normally undertake repair works in the countryside in the summertime and that in the past year their focus was on essential maintenance but that they are now dealing with the wider issue of potholes. Cllr D also noted that Roads have	
	Cllr A added that the council is unlikely to be undertaking repair works on the potholes in Cameron Street until all the flood prevention works have been completed as heavy machinery still in use. Cllr A noted that potholes along David Street and Robert Street are also in a bad state.	
	Cllr R acknowledged the frustration on the issue of potholes and informed the meeting that information on the scheduling of council works is unlikely to materialise until after the council sets its annual budget on 17 th March.	
	council's programming of pothole repair works and the potential collision with an increase in visitors and road use over the coming months ahead. SBA, preferring that works are completed pre-lockdown easing, are writing to Bruce Stewart at the council regarding their concerns.	

	SDCC will agree a representative to attend this meeting.	
	Proposed by DB and seconded by PC.	
	Result – agreed.	
	Action – upon receipt of the next Community Councils Forum invitation	
	a representative is to attend on behalf of SDCC.	
8.3	Mental Health action – GT	
	Action - add to April's business meeting agenda.	BW
8.4	SDCC Community Action Plan – MD	
	Pre Covid-19, SDCC had been working with Kincardine Development	
	Partnership on the idea of a local area community action plan. Taking	
	this forward is hoped will provide an opportunity for local residents to	
	put across their opinion on issues and desires for various aspects of	
	the area.	
	Action – CC members to volunteer to help on this.	ALL
	Action – add to April's business meeting agenda.	BW
8.5	Review of SDCC's Constitution	
	Action – add to April's business meeting agenda.	BW
8.6	Presentation on the Future of Stonehaven's Community and	
	Leisure Facilities	
	Action – add to April's business meeting agenda.	BW
8.7	The Future of Stonehaven, 2006 SDCC Public Consultation Report	
	Action – add to April's business meeting agenda.	BW

Next Meeting: 13th April 2021