



**STONEHAVEN TOWN PARTNERSHIP**  
**MINUTES OF TRUSTEE MEETING**  
**HELD ON 29<sup>th</sup> SEPTEMBER 2015 AT 7.00PM**  
**AT INVERCARRON RESOURCE CENTRE, STONEHAVEN**

**Item**

**1. Welcome and Apologies**

<b>Present Trustees</b>	<b>In attendance</b>	<b>Apologies</b>
Douglas Samways (DS) Wynne Edwards (WE) David Fleming (DF) Andrew Newton (AN) Isabel Munn (IM)	Mitch McKay (MM) Ian Balgowan (IB) Cllr Graeme Clark (GC) Cllr Peter Bellarby (PB) Cate Garrow (CG) Home Start Knud Christiansen (KC) Cllr Raymond Christie (RC)	Michelle Ward (MW) Charles Sands (CS) Karen McWilliam (KMcW) John Robson (JR) Allan Sutherland (AS) Elizabeth Havens (EH) Jim Stephen (JS)

**2. Approval of minutes**

	<b>Action</b>
On the proposal of WE and seconded by AN, the minutes of Tuesday 25 <sup>th</sup> August 2015 for the monthly Trustees meeting were approved. These minutes will now be placed on the website. MM asked whether it was possible to see minutes before they were agreed and put on website but this is not STP (or other groups') policy or practice Matters arising from these minutes are detailed in section 3 below.	IM

**3. Matters arising from minutes of 25<sup>th</sup> August 2015**

	<b>Action</b>
<b>Minutes of Meeting of 25<sup>th</sup> August 2015</b>	
<b>Stonehaven Town Hall Trust</b> WE has not as yet heard anything back from STH Trustees.	WE
<b>Wind up Company - Motion to wind up company limited by guarantee.</b> DF confirmed he has now received documents to change the lease of the Caravan Club of GB to the SCIO from the Company Ltd by Guarantee and will sign and return these. WE has asked DF for confirmation when this is done so he can update company records.	DF WE
<b>Funding for Rural Partnerships</b> IM has been working on grant funders list and this information will be added to the Trustees' Box and updated regularly.	IM

DF confirmed that he has not applied for funding from the Capital Fund for the Court Building as it had to be applied to by the end of September and it was not possible to do so within the time frame.	
<b>Harbour Illuminations</b> It is intended that the application of £2,000 for Harbour illuminations will go before Aberdeenshire Council Area Committee on 27 <sup>th</sup> October. JS to provide information to Karen McWilliam.	JS
<b>Cruise Ships</b> No other feedback as yet from presentation sent to cruise companies. RC mentioned that cruise ships have been going to Kirkwall from March to September, however it was noted that Kirkwall Harbour has deep berths.	
<b>Land Train</b> The decision to purchase of ponchos for the land train was agreed to be deferred until Jan/Feb 2016.	
<b>Mearns FM</b> DS confirmed he has recorded the disbursement advert. WE has an idea for the next advert - to be discussed later.	WE/DS
<b>Community Council</b> AN confirmed he has written to Alistair Lawrie regarding the STP/SDCC roles.	
<b>DTA Annual Conference</b> DF confirmed that he did not attend the conference	
<b>CCF Funding</b> DS reported that a payment of £14,357 was received from CCF this month and there will be two further payments made, one in December 2015 and the final one in March 2016.	
<b>Stoney voice</b> DF confirmed that he has sent AS information about the Court Building for inclusion in the Stoney Voice.	
<b>Beach Toilets</b> GC attended the Aberdeenshire Council budget meeting with Steven Archer Director of Infrastructure Services who agreed that the Beach toilets are needed as Stonehaven is a tourist Town. It was agreed that AN will write to SA to see what can be done by STP.	AN
<b>Caravan Site</b> Big Lottery Investing in Ideas funding was not granted to carry out an economic impact analysis of the Caravan Park and the Land Train on Stonehaven and an examination on whether CAT is worth doing in a community. DS will get in touch with Mark Kummerer to discuss the price of this report. A survey of passengers has been carried out on the land train and the findings will be used. Local businesses would also be interviewed as part of the report.	DS
<b>AWPR Community Engagement</b> Julie Maund was invited to attend this meeting by DF but was on holiday. She will be invited to the next SDCC meeting by KC	KD/DF
<b>KDP</b> AN was unable to attend the KDP AGM last week but KC confirmed that STP's nomination for AN to be the STP representative on KDP had been accepted.	
<b>Courses and open days</b> Prince's Regeneration Trust see below	

<b>STP – AGM</b> See below	
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#### 4. Finance Report from John Robson Director of Finance

	Action
<p>STP Cash in bank is £20,340 at 25<sup>th</sup> September 2015. This includes £8930 from AEFf for their contribution to the Harbour Development Feasibility Study and £9,600 from Heritage Lottery Fund hypothecated to the Court Building Project .</p> <p>CCF Cash in bank is £29,900 at 25<sup>th</sup> September 2015. This includes £14,357 from CCF and land train income of £1003 for September (final weekends' income is not included in this amount).</p> <p>A further £1,500 will be paid in from Foundation Scotland Asda Carrier Bag Community Fund to go towards Land Train Equipment and windows have been ordered for the cab doors from UK Loco.</p>	

#### 5. Communication – Report from Director of Communication, Wynne Edwards

	Action
<p>WE confirmed that the Trustees' box is now working with all trustees using it. JS's e mail account is the only one still to be set up</p> <p><b>Lessons learned from Stonehaven Town Centre Improvement Group</b></p> <p>WE gave a hand out with the timeline, observations and recommendations which he went through.</p> <p>DF stated that he agrees with the observations but it should be made clear that the STP Project Leader was not in charge of the STCIGM Group. He thought that STP should be in charge or should know who is in charge. WE confirmed that this was made more difficult with WM being absent from work due to illness.</p> <p>The 3 recommendations were agreed by the trustees present with an additional recommendation being agreed that if the Project Lead in a multi group project was not an STP Trustee then the Leader should be identified for the term of the project. WE confirmed that point 2 in the observations about IM's initial draft press release being sent to WM was not a criticism and accepted that this was an attempt to get the project moving.</p> <p>There was a discussion about IM's work load and other community groups requesting her time being spent on their work. It was stated that as STP pays for IM's time, any requests from other groups should be looked at with the Chair of STP to see what time can be made available for other groups.</p>	Chair/IM

#### 6. Strategy – Report from Director of Strategy, Douglas Samways

	Action
Nothing to report	

#### 7. Business Plan Items

Report of progress on individual projects has been circulated and is on website. What follows is an update on that information.

Project	Additional Information	Action
QR codes/Wifi in Stonehaven (DS)	Nothing further to report.	
All Weather Facility (DS)	<p>DS reported that the new management committee will meet on 30<sup>th</sup> September.</p> <p>WE queried whether pricing structures have been made public.</p> <p>AN queried how the facility is booked?</p> <p>DS confirmed that football and rugby clubs have block booked most of the evening slots for the year but there are still some public times available. The basketball and netball courts are available anytime. It was agreed that KC who is one of the new management committee members, will let STP know if anything is required to be placed on STP's web site for the All weather facility. WE can link a page to STP web site detailing who is on the management committee and include the dates the facility is available together with the pricing structure and how to book the facility. DS will provide information to WE</p>	<p>KC/WE</p> <p>DS</p>
Bervie Braes Road (DS)	Nothing further to report	
Plan B (DS)	Nothing further to report	
Court Building (DF)	<p>DF has been in contact with SCS and their timetable for the takeover of the Court Building is in the 1<sup>st</sup> half of next year.</p> <p>KC asked what has to happen before then.</p> <p>DF confirmed that a Business Plan will be sent to SCS before their May 2016 meeting.</p>	Court Building Project Team
Improving Our Town Centre (JS)	Nothing further to report	
Former Gas Works Site (MW)	Nothing further to report	
Land Train (MW)	Advertising package to be uploaded onto website and sent to businesses to gauge interest for 2016 season	IM
CAT for Beach Toilets (MW)	See above	
Stonehaven Harbour Development Feasibility Study (WE)	It was agreed that this project is now complete.	
Energy Coop Initiative (WE)	Nothing further to report	
Cruise Ships (JR)	See above	IM
Caravan Site (DS)	See above	
Harbour Illuminations (JS)	Nothing further to report	IM/JS
CCF (DS)	Nothing further to report	
Boardwalk	Nothing further to report	JS
Potential new Project - Clock in Market Square	DF received a letter from Niall Menzies of SBA, which recognises something should be done about the maintenance of the Market Square clock and upgrading the building it's housed in. It	

	<p>was noted that it is Aberdeenshire Council's responsibility to maintain the clock and the Unionist Club is responsible for the building.</p> <p>AN to reply to SBA asking for SBA's views on what was required and how they thought STP might assist.</p> <p>WE suggested that STP would be happy to support SBA after they have contacted and received replies from AC and the Unionist Club.</p> <p>GC will ask Aberdeenshire Council what the clock maintenance currently is.</p>	<p>AN</p> <p>GC</p>
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## 8. Business Items

	Action
<p><b>Report from/items to Community Council (KC/IB)</b></p> <p><b>Items to CC</b></p> <ul style="list-style-type: none"> <li>• Clock and Tower in Market Square</li> <li>• Bervie Braes Road</li> <li>• Agreed strategy arising from STP's review of circumstances leading up to and the consequences of the Improving the Town Centre letter.</li> </ul> <p><b>Items from CC</b></p> <ul style="list-style-type: none"> <li>• KC reported that they had a presentation from Dr McLaughlin of Stonehaven Medical Centre. If a patient wants to see a specific doctor the aim is to get waiting time consistently to one week. The health centre is optimistic about there being enough Doctors for the planned new houses (1000). They don't have facilities for another doctor although the nurse practitioner can deal with some patients. KC and Lorna Elliott will be involved with the patient group. DF mentioned there might be room at Court Building for consulting room.</li> <li>• Evening Express had a good write up on the last SDCC meeting.</li> <li>• SDCC are waiting for Aberdeenshire Council to come back to them with a schedule/timeline for public consultation for the planning application of East Newtonleys. DF confirmed that AC will be putting something out soon but they are already 3 months later than first anticipated.</li> <li>• RGT – see below</li> <li>• Stonehaven Harbour Development Feasibility Study, KC was very happy with the way the report was made available by STP. KC reported that Stonehaven Harbour Master has been invited to SDCC meeting of 13<sup>th</sup> October</li> <li>• GC reported that the outer harbour wall will be discussed at the next Harbour Advisory Group meeting.</li> </ul>	
<p><b>Paper on STP Successes (DF)</b></p> <p>WE asked why this was put together and DF confirmed that it was so STP have something available to give to people to show what STP has achieved to date and thought that a press release would be useful to get the message out to a wider audience.</p> <p>Projects undertaken and completed have bought capital of approx. £3m into Stonehaven and £50k in revenue.</p> <p>DF thinks that this information can be shown to public in a number of ways.</p> <p>AN thinks a PowerPoint at AGM could be useful.</p>	

<p>WE will put a PowerPoint presentation and Press release together before the AGM and this will form the information in the next advert for Mearns FM.</p> <p>WE will revise document to put on web site and send to IM for distribution to member groups and to non-member groups to try to get them involved with STP.</p> <p>DF requested time line for release from WE.</p>	<p>WE</p> <p>WE</p> <p>WE</p>
<p><b>RGT (DS)</b></p> <p>DS reported that as STP and SDCC had the same concerns, a meeting with Aberdeenshire Council been called requested by both groups. RG Trustees had been invited but declined to send anyone to the meeting however, DS, DF, KC, PMB, Cllr Bellarby , Cllr Agnew, Janelle Clark Area Manager Marr, Karen McWilliam and John Gahagan, Estates Manager from Aberdeenshire Council attended on Friday 25<sup>th</sup> September.</p> <p>Meeting didn't get off to a good start as PMB asked in what capacity Cllr Agnew was attending and she didn't take kindly being asked the question.</p> <p>The main concerns voiced which relate to the handover of the recreation grounds to the trust by AC in line with the requirements of the Long Leases (Scotland) Act 2012 on 28 November 2015 are:</p> <ul style="list-style-type: none"> <li>• Confirming the burden which will be placed on the transfer by Aberdeenshire Council to secure the RG for recreational purposes.</li> <li>• The need e.g. by placing a burden on the transfer, to secure the future of the RG as a Community Asset.</li> <li>• The need to define clearly the exact piece of land that is to be transferred.</li> </ul> <p>The issue of Community representation on the Trust was raised by SDCC.</p> <p>A frequent response from the Council officials to issues raised by STP and SDCC regarding the RGT was that the question or point should be directed to the RG Trustees as AC was not the responsible body/had no locus/did not have the information, etc. STP and SDCC representatives did not consider this response helpful given the RG Trustees' unwillingness to communicate. On other occasions STP and DCC were advised by the Marr Area Manager to seek legal advice.</p> <p>It was agreed that Aberdeenshire Council be encouraged to provide a written response to the agreed actions as quickly as possible and that a follow up meeting would be arranged by KC with Aberdeenshire Council and STP before 13<sup>th</sup> October if possible, which is the SDCC's next meeting.</p> <p>It was agreed that STP and SDCC continue to work together on the issue of the future of the RG.</p>	<p>KC</p> <p>KC/DS</p>
<p><b>Harbour Viking Festival 30<sup>th</sup> August 2015 (DS/IM)</b></p> <p>DS congratulated the Lions Club, Rotary Club and Round Table for putting on this successful event.</p> <p>Letter of thanks is to go to Marjory at Giulianotti's for supplying the sweets.</p> <p>A small profit was made on the day from the sale of raffle tickets and guess the sweets in the jar.</p>	<p>AN</p>

<p><b>Feedback from the Prince's Regeneration Trust BRICK Workshop (DF)</b> DF and IM attended and DF reported that workshop was worthwhile with good networking opportunities.</p>	
<p><b>Report on KDP meeting (AN)</b> Following the agreed practice of holding the monthly KDP meetings in different locations around Kincardineshire and Mearns, the July meeting was held at the Herd Centre in Inverbervie. KDP is a very young organisation and is still finding its feet thus, to an extent, committee work still has to agree and approve administrative procedures. However, it is pleasant to report that KDP is going forward and some of the events occurred or planned are:</p> <ul style="list-style-type: none"> <li>• Designed a survey on bus routes in the north of the area</li> <li>• Initiated a survey of the old Bervie Railway Track with the intention of joining up the Inverbervie, Gourdon and Johnshaven communities</li> <li>• Run drop in sessions at various local libraries so that small communities are made aware of funding opportunities</li> <li>• Taken the first steps towards making the Mearns an Arts, Cultural and Heritage Tourism destination. Formative 'Our Mearns' meeting to be held at Grassic Gibbon Centre on 7th October</li> <li>• A Community Engagement Event has been organised for 7th November at the Grassic Gibbon Centre</li> </ul> <p>However, with any young organisation there are growing pains. It is sad to report that John McCrank (the development worker) has resigned and his post is currently been filled on a temporary basis by Jean Henretty who has a wealth of experience gained from working with Marr Area Partnership. Adverts have been placed in the press for either 2 part-time development workers or 1 full time to find a permanent replacement(s). In addition Maxine Smith (Crathes, Drumoak and Durriss CC) has also resigned. The latter resignation will have a significant impact on KDP as Maxine was the Secretary and Treasurer and very dynamic in taking the organisation forward.</p> <p>The first AGM was held on 24th September at the St Laurence Hall in Laurencekirk. Unfortunately personal commitments prevented AN from attending the meeting and thus unable to make a report.</p> <p>KC was at the meeting and reported that AN has been nominated STP's representative for KDP and everyone who was nominated as a representative was nominated.</p> <p>Ian Hunter gave a good presentation on the Empowerment Bill KC has concerns that there are many Community Councils, Partnerships, Community Planning Groups and they may have an overlap on what they do. DS thanked KC for feedback</p>	

## 9. AOCB

	Action
<p><b>Idea for raising money for Land Train's second Carriage</b> WE presented a project form for a Hogmanay raffle with a prize of a £5000 bike from Bike Remedy. Selling 10,000 tickets at £5 each would raise £50,000. OAITS will sell tickets and would receive 20% of the profit. Costs of ticket printing are thought to be £350 and a gaming licence is thought to cost £75. A vote was taken with the trustees present and it was agreed by 3 to 1 to go ahead with this and look at getting a gaming licence. DS asked WE to consult the other trustees about this project.</p>	<p>WE</p> <p>WE</p>

<b>AGM</b> In preparation for the AGM DS asked the trustees to consider whether they intend staying on as Trustees or standing down at the AGM WE and DS have confirmed they will stand down and not be re-elected. AN and DF confirmed they are happy to continue as trustees	ALL
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**10. Date of next meetings**

27<sup>th</sup> October    24<sup>th</sup> November AGM

All in Dunnottar Lounge, Invercarron Resource Centre.

Meeting Closed at 21.20