



STONEHAVEN TOWN PARTNERSHIP
MINUTES OF TRUSTEE MEETING
HELD ON 30 JUNE 2015 AT 7.00PM
AT INVERCARRON RESOURCE CENTRE, STONEHAVEN

Item**1. Welcome and Apologies**

Present Trustees	In attendance	Apologies
Douglas Samways (DS) Wynne Edwards (WE) David Fleming (DF) Andrew Newton (AN) Allan Sutherland (AS) ** John Robson (JR) Isabel Munn (IM) Elizabeth Havens (EH) arrived 8.15pm*	Cllr Raymond Christie (RC) Mitch McKay (MM) Cllr Peter Bellarby (PB) Ian Balgowan (IB) David Strang Steel Richard Strang Steel	Charles Sands (CS) Knud Christiansen (KC) Willie Munro (WM) Karen McWilliams (KMcW) Cllr Graeme Clark (GC) Jim Stephen (JS) Michelle Ward (MW)

2. Presentation by Sluie Estates

	Action
David and Richard Strang Steel, gave a presentation about the Sluie Estate Trust application for a supermarket with parking for 280 cars and a petrol station. The application has been lodged with Aberdeenshire Council where the full plan can be viewed. After the presentation the trustees asked a number of questions about the development DS thanked DSS and RSS for the presentation. DSS confirmed he is happy to come back if any further questions from STP Trustees.	

3. Approval of minutes

	Action
On the proposal of DF and seconded by AN the minutes of Tuesday 26 th May 2015 were approved. The minute will now be placed on the website. Matters arising from these minutes are detailed in section 3 below.	IM

4. Matters arising from minutes of 26th May

	Action

Minutes of Meeting of 26 May 2015	
Stonehaven Town Hall Trust IM contacted Alan McConnachie for information for inclusion in the STP Newsletter and received info through WE. AMcC is no longer Chair of STHT, the new committee will confirm who the new chair is in due course. WE attended STHT AGM and will still work with them to progress the biomass boiler Unsure if the meeting with STHT and AC has taken place to discuss financial model IM to ask AC if the meeting has taken place	WE IM
Wind up Company - Motion to wind up company limited by guarantee. DF confirmed that this will be done shortly.	DF
Archive work DF confirmed this is on going and will report back once finalised	DF
Funding for Rural Partnerships IM received information from John McCrank and has completed application to Hillhead of Auquhirie Wind Farm Community Fund for STP running expenses. IM has also received information from Jacqui Milne, AVA Office Services Manager in Mintlaw, who has supplied a list of potential funders for the Land Train, Christmas illuminations and a Development worker salary which are being pursued by IM.	IM
Disbursements See business items below	
Christmas Illuminations IM has completed the Aberdeenshire Council Budget form for funding of £1500 towards the cost of these and is waiting for further information from JS before sending to AC. IM has entered a competition run by "Revive and Thrive" to win £10,000, £3000 or £1000 towards Christmas lights. and is looking into further funding.	JS IM
Communications STP information has been put in folders and distributed to the Library, Town Hall, Viewmount and the Community Centre for people with no access to computers to view and will be updated monthly.	IM
RGT See business items below	
Coastal Flood Group IM and DS have completed and submitted our response to the Aberdeenshire Council/SEPA consultation. Our submission shows STP's support of the Coastal Flood Group concerns. RC confirmed that the flood plan was discussed at Area Committee and is out for consultation and there are 56 days to make comments.	
Communications Policy Mearns FM have broadcast STP's advert which gives dates of the meetings and states they are open to the public	
Coach Parking in the Square RC confirmed that Area Committee discussed Market Square's parking proposals for a coach parking space opposite the Bank of Scotland and these would be in force from 1 April to 1 October. This is out for Consultation for 28 days for any comments to be made	
Cruise Ships IM will chase up letters sent last month to cruise ship companies	IM
Bag pack	

IM confirmed that the bag pack at David Street Co-op, scheduled for August has been cancelled	
<p>Land Train</p> <p>IM gave the figures for April, May and June and a look ahead for July's figures. July's figures will be reported at the next meeting with an estimate of August's figures</p> <p>WE will investigate ponchos for the land train</p> <p>IM confirmed the Tourist Information Centre will not sell tickets for the land train. Times have been changed, now the first run is 11.00, there will be 5 runs every day, weather permitting in July.</p> <p>IM spoke to AC regarding a permanent advertising board for the train in Market Square and confirmed this will require planning permission and an advertisement consent form would have to be completed which costs £202 and a site plan would be required to include the dimensions of the sign. Contact at AC is Sarah Nichols in the Planning Department</p> <p>IM confirmed that rain covers are now fitted and cab door should be fitted by the weekend, there is also a PA system on board for the Summer</p>	<p>IM</p> <p>WE</p>
<p>Website</p> <p>Some older information has been taken down from the website</p>	

5. Finance Report from John Robson Director of Finance

	Action
<p>STP Cash in bank is £15,594 at 31 May 2015</p> <p>CCF Cash in bank is £16,447 at 31 May 2015</p> <p>Projections for 2015/2016 are required and will be completed by JR and IM for the next meeting</p> <p>Payments have been received on 26th June of</p> <p>£14,357 from CCF for Land Train and PDC salaries</p> <p>£3,250 from CCGB for rental of the site.</p>	<p>JR/IM</p>

6. Communication – Report from Director of Communication, Wynne Edwards

	Action
<p>Communications Policy</p> <p>WE reported that almost all trustees are now using STP e mail.</p> <p>WE offered to help JS and EH to set up their e mail.</p> <p>WE suggested setting up a secretary e mail but it was thought that this is not required as an enquiry e mail is set up with any correspondence sent to AN and IM. There was some discussion about whether replies to the queries from the public to STP through the Mearns Leader, an e mail enquiry or social media should be made by the same media. DF disagreed that this was always necessary as some people could be contacted and spoken to. DS asked if there was any objections to some queries having two responses. E.g. in the same way the query was made and also by speaking to the person raising the question. It was agreed that the Trustee leading the project should respond to any questions on their projects with input from the Communications Director or the Chair.</p> <p>There was some discussion about the use of Social media.</p>	<p>EH/JS/WE</p> <p>DS/WE/All trustees</p>

EH arrived * It was agreed that the next advert run by Mearns FM should be about the disbursements made to the community groups by STP. WE will write the next jingle for DS to record IM to supply disbursement information to WE	WE/DS IM
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7. Strategy – Report from Director of Strategy, Douglas Samways

	Action
Nothing to report	

8. 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. IM to contact Alan Craig to confirm if he wants assistance in pursuing this project	IM
All Weather Facility (DS)	Thomson Memorial Rally took place on 28 th June.	
Bervie Braes Road (DS)	PB reported that the Cllrs had asked AC whether painting the barriers could be pursued by the Council's Road Maintenance Department. However, AC are looking at employing a professional company to clean the barriers and will then look for volunteers to paint them. There is nothing further to report on whether the Braes will remain open all year.	
Plan B (DS)	Nothing further to report	
Court Building (DF)	DF is going to meet with the Heritage Lottery to agree outputs on 7 th July in Edinburgh. Information soon to be put on web site. AN mentioned that the Tolbooth museum asked the Heritage Lottery for funding but were asked to put the museum in the Court House building as the inclusion of a museum was mentioned in the STP's Court House bid for funding. DF apologised to AN and clarified that the museum mentioned in the application to the Heritage Lottery was a jail and punishment museum and was only an idea. DF wrote to Heritage Society of Stonehaven to ask them if they would like to be involved in the Court Building project but they have declined. DF will put out a Press Release after next week's meeting in Edinburgh.	DF DF
Improving Our Town Centre (JS)	After the meeting of 28 th May, a sub group consisting of Stonehaven Town Centre Improvement Group members from the STP, Horizon Group and Aberdeenshire Council were to take a further walk around the Town Centre to see which actions had already been carried out so they could be removed from the action list drawn up after the initial walk about on 14 th April, before the letters were sent to property and business owners. Time to be arranged by Diane Strachan. Draft letter produced by Willie Munro was circulated by	

	Aberdeenshire Council to all members of the Improving our Town Centre Group for comment. IM had put together a list of businesses in Stonehaven but had told the meeting of STCIG on 31 March that identifying owners was proving to be difficult. The question of data protection was raised and Aberdeenshire Council were going to look into how other groups in Aberdeenshire had dealt with this problem.	
Former Gas Works Site (MW)	DS mentioned the Letter to Mearns Leader from a resident in the Auld Toon about the former gas works site which he has replied to, stating STP are working with AC on this project for the benefit of Stonehaven.	IM/MW
Land Train (MW)	See above under matters arising	
CAT for Beach Toilets (MW)	A CAT 2 application form has been received from WM. MW has asked Calum Richardson if he is still interested in the building but has yet to receive a response.	MW
	Mr McKay (MM) questioned the wisdom of STP getting involved in trying to find community uses for sites such as the former gas works, court building and beach toilets. He also queried where the money would come from to take these projects forward. After an explanation by DS about the specific projects, the Community Asset Transfers and the possible sources of funding which could be applied for, MM was asked what he thought should happen to these sites. MM confirmed that he would prefer them to be used for residential purposes as he thought this would be of greater benefit to the town as it would bring more people into the town centre.	
Stonehaven Harbour Development Feasibility Study (WE)	The Steering Group met last Monday which was the first opportunity for them to go through the draft report. Clarification is required from the Consultants on a number of points. After these clarifications are received the steering group will make recommendations to the STP Trustees then the recommendations and the final agreed report will be made public. At this point the steering group will be disbanded and the recommendations can be taken forward by another group. WE is mindful that time is marching on and would like a meeting next month to discuss report and the recommendations therein. It was agreed that a private meeting with the Trustees will be held on 4 th August at 7pm in the Invercarron Resource Centre to discuss the recommendations. AN will book the room IB queried the time taken in view of the cost of the report. WE confirmed that it had been difficult to get the steering group together due to work commitments.	WE AN
Energy Coop Initiative (WE)	WE reported that he has been approached by another provider offering a similar service to the company who gave a presentation to the trustees earlier in the year. They are proposing a similar project around Stonehaven and are willing to pay a premium to STP for all work done. WE requested	

	<p>clarification from the trustees as to whether he should pursue this project. AN asked if this company were more professional than the previous company and if all Stonehaven postcodes would be included. WE confirmed that all postcodes in Stonehaven are able to have work carried out and he thought that this new company were more professional than the previous company. There are financial benefits to homeowners by reducing carbon foot print and making their homes more environmentally friendly. DF would like to see everything in writing with figures before he would be willing to make a commitment to support this projects. AS asked whether WE has time to continue with this project. WE confirmed he does have time but wants to be assured that he has the support of the trustees before he proceeds.</p> <p>A vote was taken with the trustees who were present. In favour of WE continuing: 4 Not in favour of WE continuing: 3 WE will have information for August meeting to present to the trustees.</p>	WE
Cruise Ships (JR)	See above	IM
Caravan Site (DS)	£3250 received on 26 June	
Christmas Illuminations (JS)	See above	IM/JS
CCF (DS)	£14,357 received on 26 th June	
Boardwalk	Nothing further to report	JS

9. Business Items

	Action
<p>Update on disbursement of Funds (DS)- The agreed disbursements have been paid to Party in the Park, Mearns FM, Talking Newspaper and Friends of the Pool. Money has not yet been paid to Furniture Lodge as they had asked for money to be paid to SATRA bank account and not to Furniture Lodge's bank account as it has still to be set up. AN confirmed that we could be in breach of our charitable status if we paid the money to a third party. The money has to be paid to Furniture Lodge. DS asked if STP can pay Furniture Lodge's invoice direct for them. This was agreed and DS will let Furniture Lodge know.</p>	DS
<p>Report from/items to Community Council (KC/IB) Items to CC Update on Feasibility Study Court Building DF will update them at their next meeting Boat trips to Fowlsheugh Reminder that the roles of STP and SDCC agreed statement on different roles is still outstanding. Items from CC None as IB unable to attend last CC meeting</p>	
RGT(DS)	

As agreed last meeting a sub group was formed made up of DS, AS, AN. DS explained that he had asked DF to join the group because of related work he had been doing on the 1902 Act. The sub group agreed a Press Release to be sent to the Mearns Leader and other media once the outcome was known of the discussion at the last meeting of the SDCC of the letter drafted by Ian Hunter. As SDCC agreed to write to the RG trustees expressing concerns about what would happen if the RG got into financial difficulties at some point in the future and this was essentially in line with our concerns, the sub group had agreed that we would issue the PR unamended as it contained a comment to the effect that other groups and individuals in the town had similar concerns. Unfortunately this part of the PR was not printed by the ML. DS recalled that the SDCC were also concerned about community representation on the trust. Gordon Ritchie (GR) wrote to Mearns Leader in reply to STP's PR as RGT's Solicitor but it was felt that he didn't respond to STP's concerns. The subgroup agreed that DS should request a meeting with GR, and the meeting took place on 26th June. GR asked Stan Mitchell (SM) to attend the meeting with him which SM declined to do. DS asked GR to reassure the RG trustees that STP were not questioning the ability and intentions of the present RG trustees and the work they are doing. He also asked GR to reassure the RG trustees that STP have no intention in taking over or being involved in any future development of the Grounds unless at a later date the RGT wanted them to do so.

DS stressed that STP have a right to express their views.

DS explained that the main concern is safeguarding the future of the RG and questioned what would happen in the future if the Trust got into financial difficulties or became bankrupt. DS said he thought that this possibility was acknowledged in both the 1902 Act and the 1932 lease. GR thought it was unlikely to happen but conceded that it could happen in the future.

GR will ask if the RG Trustees will consider being more open in their communication. DS also asked how the burdens will be transcribed on the transfer of the lease in November. GR thought this was not a title condition but a condition of the trust but he thought there might be a registration document pertaining to this.

GR intimated that the RG trustees were in the process of seeking advice on the implications of the Long Lease Act and will ask the RGT to look at this issue.

DS asked whether GR had been approached by the RG trustees to advise on the inclusion of councillors on the Trust as it appears that by not having councillors as trustees they are in breach of the 1902 Act. GR confirmed that he had not been asked to advise on this.

GR confirmed that the RGT does not have a specific constitution but the 1902 Act is considered to be the constitution. GR added that the way the trust operates is by custom and practice which has developed over the years.

GR said in order to change the use of land from recreational it has to go to Lands Tribunal for determination.

GR had agreed to report back to the RG trustees on the outcome of the meeting. He also agreed to ask the RG trustees if they would agree to issue a joint communique about the meeting a draft of which was provided by DS.

AN asked if Cllrs can change zoning of RG to recreational as not zoned as anything in the local plan.

Sub Group to follow up once a reply is received from GR/RGT. The next RGT meeting is towards the end of July.

AS left the meeting**

**DS, AN,
AS, DF**

Feeing Market update 6th June 2015 (DS) DS reported that £123.50 was paid into bank account after 50:50 prizes were given out at the Feein Market.	
Harbour Viking Festival 30th August 2015 (ALL) Volunteers requested for the Harbour Viking Festival and EH to give some other ideas for the stall as well as the 50:50 draw to encourage people to visit the stall.	EH/IM
Land Train 1st Quarter income and Expenditure and projections for July (IM) Above	
Tourist Boat Trips to Fowlsheugh (WE) WE asked if SDCC could work with STP on this. IB will bring this up at the next SDCC meeting.	WE
Report on KDP meeting (AN) AN reported on the last KDP meeting. KDP will not be a funding organisation AN is now on the FLAG committee and he mentioned that there will be money available from EFF for the fishing areas of Stonehaven, Bervie, Gourdon and match funding will be available from the Scottish Government The Clock Tower will have its grand opening in September/October	

10. AOCB

	Action
DTA DF will attend the DTA's Annual Conference.	DF
Netball DS mentioned that the Cowie Junior Netball Club are looking for more members	
E mail The Sub group for the court building had problems communicating with each other through STP e mails as they had not all been set up. WE and AN will set everyone up in line with the Communication policy.	WE/AN/JR/JS
Scotland's Towns Partnership DF will attend the STP funding workshop on 16 th September in Edinburgh IM contacted Elaine Bone regarding the services they can offer.	DF IM

11. Date of next meetings

25th August 29 September 27th October 24th November at Dunnottar Lounge, Invercarron Resource Centre.

Meeting Closed at 10pm