

**Kincardineshire Development Partnership
Board of Trustees Meeting – Thursday 28 February 2019 at 7 pm
The Court Room, Sheriff Court Building, Dunnottar Avenue, Stonehaven**

Minutes

Present:

David Nelson – Mearns Community Council (Chair)
Ron Sharp – Portlethen and District Community Council
Marion McNeil – Crathes, Drumoak & Durriss Community Council
Mairi Eddie – Benholm & Johnshaven Community Council
Sandra Davison – Mearns Area Partnership
Bridget Scott – Bettridge Centre
Andrew Newton – Stonehaven Town Partnership
Ian Hunter – Stonehaven and District Community Council

In Attendance:

Margo Titmuss – KDP Administrator (Minutes)
Paul Melling

Apologies:

Jacky Niven – KDP Development Worker
Michael Morgan – Newtonhill, Muchalls & Cammachmore Community Council
Walter McMillan – Portlethen Men's Shed
Isabella Williamson – Arbuthnott Community Council
Bill Dargie – Catterline, Kinneff & Dunnottar Community Council

1. Welcome

The Chair, David Nelson, welcomed all those present and thanked them for attending. He explained that Jacky Niven, Development Officer, was not in attendance as she was representing Aberdeenshire Rural Partnership Federation at a Scottish Parliamentary Reception.

2. Approval of Previous Minutes

The minutes of the formal meeting of 31 January were approved as an accurate record of the meeting, with the following amendment:

With reference to Section 4 (Matters Arising) Item 11, Ron S advised that funding for halls in general had been allocated, not specifically for Jubilee Hall.

The minutes were proposed by Andrew N and seconded by Ron S.

3. Matters Arising.

Most of the identified actions from the January meeting have been completed, or are on the agenda, with the following updates:

Item 2 – KDP still require the services of a Secretary. David N asked for a volunteer.

Item 6 (Governance) Ian H to sign the declaration for the insurance policy and return to the office for filing.

Action: Margo to forward declaration form to Ian H.

Item 6 (Strategy) – Michael Morgan was not present at the meeting. David N advised that he had attempted to call Michael M on two occasions but did not receive an answer or a call back. David N will now write formally.

Action: David N to write to Michael M to ask for a reason for non-attendance.

Mill of Benholm – Mairi E provided update on potential asset transfer. A month delay has been put in place to allow renegotiations. It was discussed that KDP should support community groups who are experiencing difficulties with Aberdeenshire Council while negotiating land/property transfers.

Action: Trustees to approach Community Councils to establish which groups are having legislative issues.

4. Monthly Reports

Finance

Office Move – David N advised that the office move had gone smoothly, and was completed well within the allocated budget (approx. £1500).

Action: Margo T to set up Standing Order for monthly service charge and (licence) rental.

Ian H/David N advised KDP is in a good position coming up to end of the financial year, with a buffer of 12 months. This is positive given the current cost cutting by the Council.

It was noted that income from the windfarms only pays for the administration of the windfarms, and as a result the SLA payment is imperative to cover all other costs.

New Members

There have been no new member requests since the last meeting.

5. Sub-group / Committee Reports

Governance

Nothing to report

Windfarm Sub Group

In the absence of Isabella, Andrew N provided a brief update.

A meeting was held with Isabella W, Andrew N & Kirsty A to discuss the different windfarms, the main points being:

- St John's Hill – applications close at the end of March. Money has been received.
- Hillhead of Auquhirie – opens 1st April. Kirsty to raise invoice.
- Meikle Carewe – opens in August.
- Walter M to be representative for Tullo
- Craigneil – not yet gone to planning
- Vattenfall – expected benefactors to be City of Aberdeen and Blackdog area
- Kincardineshire Windfarm – currently 1 turbine but another 6 expected in the future. No mention of any funds for the local community
- Glen of Dye – rejected by Area Committee. Going to Scottish Government

6. KDP Development Officer Report

The Development Officers' Activities Highlights were circulated in advance of the meeting, and David N highlighted a number of these.

Action: all trustees requested to encourage progress with Community Action Plans as this is a key aspect of KDP's SLA.

7. Environmental Group Update

There has been no meeting since the KDP meeting in January. The constitution is out for consultation, and is currently on the 3rd draft.

It is currently still a steering group, with an admin committee of 4 people.

8. AOCB

Court Room

Andrew N explained that there will be a small cost associated with hiring the Court Room.

Correct spelling of new address

It was discussed and agreed that the correct spelling of the new office is 'Sheriff' and all paperwork should be updated to reflect this.

Group Status

Ian H asked for clarification on the status of groups assisted by KDP during the set up process. David N explained that after the initial help with governance and bringing people together, groups then become standalone entities with no connection or accountability to KDP. However he urged that such groups become members of KDP to access the services provided by the Development Officer.

OMTA – Coastal Path

Sandra D expressed an interest in this project. Mairi E to provide contact details. Sandra also advised that she would be interested in volunteering at Mill of Benholm once this has been finalised.

Council Representative

It was discussed that having a representative from Aberdeenshire Council at occasional meetings would be beneficial.

Self Build Seminar

Ian H requested a seminar be held, which would use the Laurencekirk project as an example.

Action: David N to discuss with Jim Stewart and arrange meeting.

9. Date of Next Meeting

The next Board meeting will be held at 7pm on Thursday 28th March, in the Court Room, Sheriff Court Building. Location to be decided.

The meeting closed at 8.15 pm.

Minutes taken by Margo Titmuss

I, _____ hereby confirm these minutes reflect a true and accurate record of the meeting.

Signed: _____ Date: _____