

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

Minutes

Present:

Ron Sharp – Portlethen and District Community Council
Sandra Davison – Mearns Area Partnership
Walter McMillan – Portlethen Men’s Shed
Isabella Williamson – Arbuthnott Community Council
Andrew Newton – Stonehaven Town Partnership
Ian Hunter – Stonehaven and District Community Council

In Attendance:

Jacky Niven – KDP Development Worker
Margo Titmuss – KDP Administrator (Minutes)

Apologies:

David Nelson – Mearns Community Council (Chair)
Marion McNeil – Crathes, Drumoak & Durris Community Council
Mairi Eddie – Benholm & Johnshaven Community Council
Bob McKinney – North Kincardine Rural Community Council

1. Welcome

The Vice-Chair, Ron Sharp, welcomed all those present and thanked them for attending. He explained that David Nelson, had a fall after the last meeting resulting in the need for an operation. On behalf of the Board, he wished David a speedy recovery.

2. Approval of Previous Minutes

The minutes of the formal meeting of 28 February were approved as an accurate record of the meeting.

The minutes were proposed by Ian H and seconded by Andrew N.

3. Matters Arising.

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

Item 2 – KDP still require the services of a Secretary. Ron S asked for a volunteer.

Item 6 (Strategy) – Michael Morgan has written formally to KDP advising that he is standing down from the Board of Trustees. He has offered the name of a replacement, George Cruickshank, to represent the Newtonhill, Muchalls &

Cammachmore Community Council area. Paperwork has been sent to George and hopefully he will be in place for the next meeting.

Legislative issues - It was discussed during the February meeting that KDP should support community groups who are experiencing difficulties with Aberdeenshire Council while negotiating land/property transfers. We are aware of the issues facing Mill of Benholm.

Action: Walter McM to meet with Margo to advise of the issues experienced by Portlethen Men's Shed.

Action: All trustees to keep Margo informed of any issues in general in this regard.

AOCB – OMTA – Sandra D met with Charis regarding the Coastal Trail project, a sub group of Our Mearns Tourism Association, and is now considering joining OMTA. She has the application form to complete.

AOCB – Self Build Seminar – this has been deferred to the April meeting.

4. Monthly Reports

Finance

Ian H advised that the KDP account was very healthy. Margo T does not yet have access to internet banking, but this should be imminent. We are nearing the end of the financial year. Accounts to be provided to Charlie Sands for auditing.

Awaiting payment from Aberdeenshire Council for first phase of the Feasibility Study.

Action: Isabella W to provide windfarm accounts for year end.

New Members

A new member request has been received from the 'Weekend Respite Project'. Jacky N has been working closely with this group, providing funding advice. The Weekend Respite Project were the winners of the recent Community Cash event. The thank you card, received from the group, was shared with the Trustees.

It was noted that no application had been received as of yet from TRAK or the Environmental Group.

Action: Ian Hunter to arrange applications for both groups.

Action: Margo T to share current membership list with Board to allow Trustees to promote membership to groups they are familiar with.

5. Sub-group / Committee Reports

Governance

Nothing to report

Windfarm Sub Group

Isabella W provided a brief update on the following windfarms:

- St John's Hill – closes on Sunday 31st March.
 - Hillhead of Auquhirie – has been taken over by Octopus. The fund is now index-linked.
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- Tullo – decision making panel met in March. It was chaired by Sandra D, and Walter M attended. It was noted to be a good experience.

6. KDP Development Officer Report

The Development Officers' Activities Highlights were circulated in advance of the meeting, and Jacky N spoke through some of these in greater detail.

Ron S specifically mentioned the positive feedback received following the Talking Halls event. A report has been produced and distributed to all 'Halls' contacts, not just to those who attended.

There was discussion of arranging a visit to a Hall to see what can be done. Finzean Hall was mentioned as a possibility.

A press release will be produced after the Community Cash event on Tuesday 2nd April. Trustees were encouraged to attend this event.

Action: Jacky N to distribute the Third Sector Strategy document to the Board.

Following the Parliamentary reception which Jacky attended in February, Mairi Gougeon MSP is to co-ordinate with Jacky to arrange a visit to Aberdeenshire.

Jacky requested approval in principle for KDP to provide a ½ day/week admin support to one of our members. This would be to assist with marketing and admin duties. Current KDP staff would provide the service and the member would be billed for their time. It would be necessary to ensure all costs were covered eg: NICs, pension contributions, holiday pay, etc. Jacky advised that both Margo & Kirsty were happy with the proposal. Approval in principle was granted.

At the end of her report, Ron S thanked Jacky for improving the profile of KDP.

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

7. Trustee Meetings

The Board were reminded that it was agreed at the Board meeting of 26th March 2015, that KDP Board meetings are closed meetings, and not open to the public. It was a mistake last month that a member of the public was allowed to attend the meeting.

Action: Trustees handbook to be updated accordingly.

It was agreed that people can be invited to the meetings for a specific reason but would only attend for that part of the meeting, and then leave. A request for such attendance should be agreed with the Chair in advance of the meeting. It was agreed that any KDP member could attend, and the approach must be made by the member organisation. The Chair can also request for people to attend.

8. AOCB

None

9. Date of Next Meeting

The next Board meeting will be held at 7pm on Thursday 25th April, in the Court Room, Sheriff Court Building.

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: _____