

Findochty Community Council Minutes of Meeting



Tuesday 6 November 2018, 7.00pm, Findochty Town Hall			
Attendees	Louise Marshall (LM), Andrea Woodhead (AW), Henry Marshall (HM), Jeff Masterson (JM), Ron Dawson (RD), Councillor Gordon Cowie (GC), Members of the public: Paul Steele (PS), Vi Marshall (VM), Jim Addison (JA), S Munro (SM)		
Apologies	Andrew Slater (AS), John Oliver (JO), Jim Murray (JM), Iain Addison (IA), Stephen Tucker (ST), Councillor Sonya Warren (SW), Councillor Tim Eagle (TE)		
Action			
1.	Police Update		
	No officers in attendance but meeting reviewed the Community Safety Partnership Report for November and noted 1 report of abandoned vehicle, 1 environmental and 1 neighbour dispute.		
2.	Minutes of Last Meeting		
	Accepted as a true record. Proposed by AW, seconded by HM		
3.	Matters Arising		
	See Action Sheet		
4.	Correspondence Received		
08/10/18 – EMAIL	Jane Martin – JCC Meeting	Next meeting on Thursday 8 th November, 7.00pm, Chambers, Moray Council. Apologies from LM, any substitute?	Apologies given.
09/10/18 - EMAIL	Jane Martin – Growing Enterprising Communities Event	Thursday 15 th November, 10.30am to 3pm. For those supporting communities, i.e. running facilities such as Community Hall	Forwarded to Ron Dawson
13/10/18 – EMAIL	Mairi Innes – Reidhaven Crescent	Kerbs lowered, query whether now adopted due to work undertaken. Removal of signage / cones / sand bag request. Update; on list for adoption, remedial work on surface and footways before end of 2018/19 financial year funded from Housing Revenue Account. Lock block area remains unadopted so might impact on snow clearance. Look into relocation of grit bin.	Councillor Cowie provided an update. LM to confirm snow clearance arrangements and grit box location
24/10/18 – EMAIL	Jane Martin – Money for Moray	Conference on Participatory Budgeting on 9 th November	Forwarded to Ron Dawson, 2 people attending
29/10/18 – EMAIL	Jane Martin – Accounting Template	Acknowledgement of best practise shared with all other Community Councils – Template that AW created for the accounts circulated to all, well done Treasurer	Noted

5. Community Feedback		
	<p>a) Findochty Town Hall – update Progressing at pace; successful events include soup and sweet and quiz night. 2019 calendar on sale for £6 as fund raiser. Curtains renewed, kitchen refurbishment underway, external doors and down pipes painted. Grit bin reported to Council as damaged, requires new bin.</p> <p>b) Findochty Christmas Lights Switch on Saturday 24th November 2.30pm to 4.30pm. Public Liability Insurance – LM confirmed with Jane Martin that cover in place to deal with claims as a result of damage caused to persons or possessions by christmas lights. What isn't covered is repair or replacement to lights themselves. Delay in informing Zurich (LM) of switch on event, which required lengthy form, processed too late to be submitted – learning point for future events.</p> <p>c) Findochty Gala – no update</p>	LM to email Judith
6. Treasurers Report		
	<p>Bank of Scotland account balance as at October £3,108.57 including £224.54 Admin.</p> <p>End of year accounts examined and submitted and £293 Admin grant applied for.</p> <p>Third letter received from Bank of Scotland relating to Foreign Tax Account Compliance. AW resolved as not liable for tax so no requirement to submit form.</p> <p>£33 Strawberry Tea invoice remains outstanding. LM to chase.</p>	LM
7. Reports		
	<p>a. Local Councillors – update (GC) Focus has been achieving a balanced budget for the Council.</p> <p>b. Community Council Sub Group(s) – Harbour Advisory Group – Next meeting Thursday 6th December – confirm representative Maintenance / Gardening – members of sub group discussed as HM, PS, JA, others suggested were George Tiller, Dougie, Les Dance, David Howes</p> <p>Work undertaken – Memorial painted.</p> <p>Issues – Discussion on ownership of the land at the burn – suggestion of Seafield Estates. Ownership of 2 benches at path behind the Town Hall as maintenance required. Repaint of picnic tables</p>	AS / JM

	Potential to purchase a battery sander	
8.	Planning Issues	
	None	
9.	The Joint Community Council of Moray	
	Minutes of JCC meeting 8th November 2018	
10.	AOCB	
	The meeting reviewed outstanding actions (Appendix 1).	
11.	Date, Time and Venue of Next Meeting	
	Meeting concluded at 8.00pm. Next meeting Tuesday 4 December, 7.00pm, Findochty Town Hall, Seaview Room	

Appendix 1

FINDOCHTY COMMUNITY COUNCIL – OUTSTANDING ACTIONS				
MINUTE	ACTION	LEAD	UPDATE	COMPLETE
06/11/18 (para 6)	Treasurers Report – Strawberry Tea Ruffund	Louise Marshall	Contact Denise Innes to chasereimbursement . Reminder messenger sent 03/12/18.	Complete
06/11/18 (para 5)	Community Feedback – Christmas Lights	Louise Marshall	Confirm public liability cover for christmas lights. Jane Martin / Council;s Insurance Officer confirmed public liability cover in place for damage to persons and possessions. Not covered is repair / replacement of lights. Email Judith McPherson to confirm	Complete
06/11/18 (para 4)	Correspondence Received – Reidhaven Crescent	Louise Marshall	GW provided an update that HRA were funding remedial works on surface and footways (highlighted) on the drawing before the end of the financial year to bring up to standard for adoption. However confirmed a lock block area would remain which would not be adopted and may impact on snow clearance. Confirm what this would mean in real terms and options (private funding on the remaining portion) / resite of placement of grit box.	
02/10/18 (para 7)	Reports – Harbour Advisory Board – concrete bins	Gordon Cowie	Council to remove bins with Harbour Master.	
02/10/18 (para 7)	Reports – Gardening and Maintenance – benches	Gordon Cowie	Arrange Council inspection and removal if condition dangerous with Harbour Master.	
04/09/18 (para 10)	AOCB – Dog Bins	Louise Marshall	Contact Environmental Protection re replacements?	
04/09/18 (para 5)	Community Feedback – Tesco 'bags for help'	Louise Marshall	Make initial enquiries about planning permission, land ownership for area at top of Station Road.	
01/05/18 (para 10)	Notice Board (litter pick) – promote through photos and poster to encourage continued good behaviour	Louise Marshall	Design and post on notice board	
01/05/18 (para 10)	Morven Crescent Play Park – report poor condition of ground surface	Louise Marshall	Emailed Lands and Parks. Councillor Officer (Grant Speed) to discuss with Ken Kennedy but suggested spraying weeks and new chips but depends on budget available. Check area for October meeting.	Complete but review
01/05/18 (para 10)	Rubbish bins at bus stops – lack thereof	Louise Marshall	Email Council Officer, unlikely to get new bins, but could be resite others?	

FINDOCHTY COMMUNITY COUNCIL – OUTSTANDING ACTIONS

MINUTE	ACTION	LEAD	UPDATE	COMPLETE
01/05/18 (para 10)	Flower barrels – 8 in good repair and 3 requiring repair. Do poster to 'adopt a barrel' competition	Louise Marshall	Design poster and post on Facebook, add to noticeboard	Next year?

FINDOCHTY COMMUNITY COUNCIL – OUTSTANDING ACTIONS (COMPLETE / REMOVED)				
MINUTE	ACTION	LEAD	UPDATE	COMPLETE
06/03/18 (para 5)	Community Feedback – School Crossing Patroller Speed limits signage around current school crossings – assessment whether adequate and potential to improve.	Councillor Tim Eagle	Raise with Transportation Manager (TE). Draft letter to Police (copied to Council Leader) expressing concerns over removal of Patroller, speed limits and opportunity to review and improve (LM).	Reinstated so no longer relevant
05/02/18 (para 8)	Reports – Community Council Sub Groups – Harbours Advisory Group representative – contact Advisory Group to inform of change and confirm new representative?	Louise Marshall	Andy Slater confirmed as new representative. LM to email Advisory Group with contact details. 02/04/18 Contact details updated, queried next meeting date 5 th April, substitute required, JM to attend.	Complete
05/02/18 (para 6)	Community Feedback – Pot holes on gravel path at Sunny Craig – Establish whether road is adopted	Cllr Gordon Cowie / Louise Marshall	Gravel path not adopted so not Moray Council jurisdiction. Hardcore put in during sewage works, GC to contact sewage works to discuss repairs.	Complete
06/03/18 (para 10)	Co-option of Community Council members	Louise Marshall	Paperwork to be completed and submitted for co-options.	Complete
06/03/18 (para 8)	Planning – Application for 10m pole on Station Road	Louise Marshall	Feedback to BP on response from Development Manager. 02/04/18 Application refused.	Complete
06/03/18 (para 5)	Community Feedback – Litter Pick Suggestion being taken forward by David William and a sub group of Community Council.	Louise Marshall / Iain Addison	Meet to make arrangements for litter pick in April. 02/04/18 Meeting held and actions agreed, posters put up in public locations. Two volunteers to date, however activity on Facebook to increase in coming week.	Complete
06/03/18 (para 5)	Community Feedback – Findochty Town Hall Improvement Group Introduce as standing item at future Community Council meetings	Louise Marshall	Introduce as agenda standing item.	Complete
06/03/18 (para 4)	Ag6 Dualling Hardmuir (east of Auldearn) to Fochabers - Community Council Forum as part of ongoing community engagement following design update drop in sessions, https://www.transport.gov.scot/projects/ag6-dualling-inverness-toaberdeen/ag6-hardmuir-to-fochabers/ FCC invited to next East Community Council Forum on Wednesday 21 March 2018 at Bellie Church Hall in the Square, Fochabers at 2pm. Maximum 2 representatives.	Louise Marshall	Emailed FCC members to confirm if anyone available to attend. 02/04/18 Ron Dawson attended, update provided to next Community Council meeting.	Complete

FINDOCHTY COMMUNITY COUNCIL – OUTSTANDING ACTIONS (COMPLETE / REMOVED)

MINUTE	ACTION	LEAD	UPDATE	COMPLETE
06/03/18 & 01/05/18 (para 6)	Treasurers Report – Transfer of bank account	Andrea Woodhead	TSB have suspended applications for new business accounts, Andrea now pursuing move to Bank of Scotland. 05/06/18 Emailed Ruth and Gayle to explain and ask that they remain signatories meantime	Complete
01/05/18 (para 10)	Grass cutting – football pitch and school playing field	Louise Marshall	It appears the Council cut both with tractor then smaller mower came back to redo playing field. Check if the Council has a schedule to avoid duplication. Both work in tandem to complete 2 levels of cutting so no duplication.	Complete
07/06/18 (para 7)	Reports - Maintenance / Gardening	Jim Addison / Louise Marshall	Harbour signage wrongly positioned. JA to contact Moray Council on behalf of FCC. Email sent 23/06/18 by JA.	Complete
07/06/18 (para 10)	AOCB – Litter / Beach clean	Andy Slater	Proposed for 23 June. AS will do a poster to advertise. Pebble Beach to be left as birds are nesting.	Remove as not required?
07/06/18 (para 5)	Community Feedback – 2 x PAD (public access defibrillator)	Hall Committee	Seek permissions required from Moray Council. Seek volunteers via Facebook.	Complete
07/06/18 (para 5)	Community Feedback – Findochty Town Hall Improvement Group	Louise Marshall	Contact Zurich re insurance. Lease signed and insurance established.	Complete
05/02/18 (para 6)	Community Feedback – over grown bushes on Mackenzie Street / Reidhaven Crescent obstructing walkway	Louise Marshall	LM checked with Willie Findlay who suggested contacting Stuart Dale, LM to email. 02/04/18 Spoke to Brian in Roads who visited site and was going to discuss with home owner	Complete
05/12/17 (para 3)	Matters Arising – Review of office bearers in 3 months – Louise to add as agenda item	Louise Marshall	To be included in the April meeting Agenda	Complete
01/05/18 (para 5)	Community Feedback – Findochty Town Hall Improvement Group – inform Group that AS prepared to carry out fire extinguisher inspection	Andy Slater	Emailed Ruth O’Hanlon so Group can contact Andy when inspections are due	Complete
01/05/18 (para 5)	Community Feedback – Outstanding Invoice Vandalism Guards	Louise Marshall	Replied to Jimmy Bremner	Complete

FINDOCHTY COMMUNITY COUNCIL – OUTSTANDING ACTIONS (COMPLETE / REMOVED)

MINUTE	ACTION	LEAD	UPDATE	COMPLETE
06/03/18 (para 5)	Community Feedback – Weather Watch Link to Community Asset Register not working. Consider how to gather local listing of volunteers and process to action in times of adverse weather.	Louise Marshall	Emailed SFRS to confirm link to CAR. Investigate factors relating to local listing (i.e. GDPR). 02/04/18 No reply from GFRS on CAR	Remove
06/03/18 (para 4)	Management Training – Social Enterprise Elgin 27 th and 28 th March on project management of enterprising projects (Fee £50 for turnover under £500k and £100 for turnover of over £500k)	Louise Marshall / Gayle Calder	Post on Finechtie News for information.	Remove
06/03/18 (para 4)	Funding - Three emails relating to funding opportunities to be shared with community via Facebook Calor Rural Community Fund People’s Health Trust Funding Garfield Weston Foundation 60 th Anniversary Fund.	Louise Marshall / Gayle Calder	Post on Finechtie News for information.	Remove
05/02/18 (para 1)	Police Update – Dog fouling incidents – draft facebook posting to continue awareness raising in winter months	Louise Marshall / Gayle Calder		Remove – Maintenance Group
06/09/17 (para 4)	Matters Arising – Green benches	Gayle Calder	Agreement to purchase 2 green benches for harbour	Remove
06/09/17 (para 4)	Matters Arising – Fishing Waste Bins	Gayle Calder	One bin built by John Gardiner, second yet to be started	Remove
06/09/17 (para 4)	Matters Arising – FCC Information Board	James Murray / Henry Marshall	Ideal location beside Post Office / Chemist. Despite numerous attempts to contact owner, no success as yet to gain permission to erect. 04/02/18 Jim Murray to chase up on return on 9 th Feb, permission granted with written conformation to follow. Arrange for better weather.	Complete
06/09/17 (para 4)	Matters Arising – Local Signage	Gayle Calder / Les Dance	Reported as incomplete. Progress update? LM to check with Gayle. Brian Reid to mount to wood to fix.	Remove
06/09/17 (para 4)	Matters Arising – Proposed Town Gala Day	James Murray	Reported several interested parties. FCC to assist with advertising. Focus of April meeting.	Complete
07/08/18 (para 6)	Smart Meter Mast – Objection to Planning Application	Louise Marshall	Researched to find reasons for objections and submission of form within timescale	Complete

FINDOCHTY COMMUNITY COUNCIL – OUTSTANDING ACTIONS (COMPLETE / REMOVED)

MINUTE	ACTION	LEAD	UPDATE	COMPLETE
01/05/18 (para 6)	Treasurers Report – Fundraising Opportunities	Councillor Tim Eagle	AS / JO expressed intention to do a 'lucky squares' as a fund raiser for cash prizes. TE to check if this is permitted? Should have a small society lottery registration if you are selling online to the general public and in advance, rather than within a specified group and on the day of the event. There is guidance on our website, http://www.moray.gov.uk/moray_standard/page_88573.html	Complete
06/03/18 (para 5)	Community Feedback – Reidhaven Culdesac Establish and investigate road adoption in terms of gritting	Councillor Sonya Warren	Investigate with Housing and Direct Services (SW). Update provided to August meeting that part of a wider issue of unadopted roads across Moray, taken forward by Richard Anderson, Head of Housing and Property. Cllr GC confirmed that Housing would fund work to bring it up to standard for adoption, however 'feature' was part of planned development before private houses and no funds available to remove, as this would require additional works on adoption standard. Details provided to Mairi.	Complete
04/09/18 (para 5)	Community Feedback – Findochty Town Hall	Louise Marshall / Ron Dawson	Transfer of lease to be progressed having achieved SCIO status. Council Legal Services confirmed existing lease to be terminated and new lease to be drawn effective 1 November.	Complete
07/08/18 (para 6)	£33 invoice for Strawberry Tea – get copy and send onto Elaine Bowie	Louise Marshall	Private messaged Denise Innes and copy invoice emailed.	Complete
07/06/18 (para 7)	Reports - Maintenance / Gardening	Andy Slater / Jane Martin	Hog weed behind the Town Hall, AS to email JM who will report to Council department.	Complete
07/06/18 (para 10)	AOCB – Unsafe wall	Sonya Warren	SW advised that this was an un adopted road and the preference is to tar the area. There is a legal process for MC to get through to adopt this road. SW do seek permission for volunteers from the CC to remove the wall in the interim.	Complete
04/09/18 (para 3)	Correspondence Received – Roads Maintenance Community Council Survey	Louise Marshall	Circulate to FCC members and complete at October meeting	Not circulated in time

FINDOCHTY COMMUNITY COUNCIL – OUTSTANDING ACTIONS (COMPLETE / REMOVED)

MINUTE	ACTION	LEAD	UPDATE	COMPLETE
04/09/18 (para 10)	AOCB – Picnic benches	Louise Marshall	Contact Lands and Parks to find out if we can purchase via Council? Grant Speed confirmed that they can be purchased by the Council on our behalf from Glasdon UK Ltd, 550 + VAT	Complete
04/09/18 (para 10)	AOCB – Flash Speed Signs	Louise Marshall	Contact Transportation to find out how these get placed? Email response received from Elaine Penny, Engineer. Minute and report relates to 2010 data, but conclusion of no further actions other than to discuss with local members. Surveys showed that average speed measured on A942 Strathlene Road / Netherton Terrace was above 24mph, requiring traffic calming there and on Seaview Road and Station Road. Associated costs 200k + 100k and conclusion no funds available. Surveys recorded haven't shown any 'speeding' which police could enforce (query with elected members)	Complete
07/06/18 (para 6)	Treasurers Report – Thank you cards	Andy Slater	Local artist to be sought to sketch thank you cards of Findochty for the donations. (Alex Sutherland). Other suggestions include Primary School competition or photos from Findochty Past and Present.	Complete
01/05/18 (para 7)	Reports – Maintenance and Gardening	Iain Addison	Establish group and look at scheduling cutting and jobs	Complete
01/05/18 (para 10)	Sunnycraig – boat not been moved as yet	Louise Marshall	Consider who to report this to? 07/08/18 is it still there and causing a problem? Suggestion of Council / Seafield Estates. JM to discuss with owner (require trailer to move to farm). 02/10/18 JM to suggest removal of engine.	Complete
01/05/18 (para 10)	Facebook – investigate alternatives / addition of administrators	Louise Marshall	Email Gayle Calder to discuss. Check with Ron about Town Hall Facebook page. All facebook pages operating, superceded Community Councils need.	Complete