

**PORTKNOCKIE COMMUNITY COUNCIL  
MINUTES OF MEETING HELD (ZOOM) MONDAY 8 MARCH 2021**

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**In attendance:** Anne Anderson (Secretary - Minutes), Theresa Coull (Councillor), Shirley Firth (Secretary – Correspondence), Alexandra Forsyth, Donald Gatt (Councillor), John Going (Chair), Cathleen Harper, Jane Martin (CCLO), Gladys McKenzie (Treasurer), Jade Tindall, Lillian Urquhart, Graham Worton (Police Inspector)

- |   | Action/<br>attention                               |
|---|--|
| 1 <b>Apologies:</b><br>Laura Powell (Councillor)  |  |
| 2 <b>Police Update</b><br>The Chair and CCLO welcomed Insp GW who is a new appointee to this area. Insp W indicated a willingness to answer any questions from the meeting participants. AA raised the issue of speeding as this had formed part of the pre-meeting papers and JM clarified that the Ch Insp is currently in liaison regarding a cross-Moray approach to this issue. A meeting will take place on 9 March to discuss this matter.<br>Insp W requested a list of main contacts at the CC's and indicated that he would be happy to be approached direct by the CC contacts where there is currently no existing point of liaison on any specific issues. The issue of parking at the school during pick-up and drop-off times was raised (see also item 5 below)   | JM   |
| 3 <b>Guest Presentation</b><br>No guest presentation  |  |
| 4 <b>Adoption of minutes of last meeting</b><br>Adoption proposed by SF and seconded by JT<br><br>January minutes were not available so circulation and adoption of same will be carried over to the April meeting?   | JG/AA  |
| 5 <b>Matters Arising</b><br>Cllr DG advised that <b>dog fouling posters</b> have now been provided and JT confirmed that these are visible in the village.<br>JM advised that should anyone find evidence of fouling taking place, photographic evidence is useful along with reporting of same on the ' <i>Just Report It</i> ' section of TMC website. Alternatively, JM can be contacted direct on the matter.<br>It was proposed that this information be included on the <b>PCC FB page</b> and JG proposed that JT be added as page administrator in order to make such additions. It was noted that SM posts should not contain names of PCC members, and that subject matter should be general in nature and where possible posted daily. Cllr TC proposed that school parking might be an issue for inclusion in a FB post.<br><br>JG raised the issue of <b>agenda and minutes distribution</b> and it was agreed that AA would in the first instance send the draft <b>minutes</b> to JG and SF and once agreed, would send them to all via the PCC gmail. It was agreed that the <b>agenda</b> would be sent to all via the gmail address and to other community organisations locally. | ALL<br><br>JG<br><br>JT<br><br><br>AA<br><br>JG/SF |

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JG raised the issue of **deputies for key posts**. JT agreed to act as Vice Chair and SF as deputy minutes secretary

JM raised the issue of **key post honorariums**. AA and SF indicated that the Secretary honorarium should be donated to the PCC on receipt.

JG provided an update on the proposed **Grass Cutting Group**: Following review, the Bosch UniversalRotak 36-550 (extra battery) was selected as the best option at £514.94. It was agreed (proposer GM, seconder CH) that the PCC would bear the full cost of purchase.

JG/GM

JM advised that whilst liability insurance does cover volunteers, it would not cover personal injury whilst using the equipment or damage to items by e.g. stones thrown up by the blades. In order for insurance to cover the above matters, volunteers would need to undergo training.

**6 Correspondence Received**

JM confirmed that the February correspondence was now out of date.

**March correspondence:**

- **Twin Towns:** this was identified as an ongoing matter that could be raised at any time.
- **Speeding:** see item 2 above (police update). No members were available to attend the meeting on 10 March.
- **Broadband:** JM had nothing new to add and committed to keep the PCC informed of any information arising.
- **JCC:** Next meeting is on Thursday (11<sup>th</sup>) and will include a talk on the Youth Parliament. JM indicated that this might provide ideas for involving younger people from the community in the CC and any such guidance would be passed on.
- AA raised the issue of notification of **attendance at wider council meetings**. JM advised that members wishing to attend should sign-up and pass this info to the PCC secretary and chair via the gmail address along with any feedback from the event.
- **Scam awareness and Covid posters:** issue of distribution was raised. JG advised that John Miles held the key to the display case in the Millennium Garden and that these could also be placed on the FB page.
- SF raised the issue of **volume of council mails being circulated**. It was agreed that all information mails should continue to be forwarded to the full PCC.

JM

JM

ALL

SF  
JT

SF

**7 Treasurers Report**

Account currently sits at £2,670.66, with no payments outstanding.

**8 Planning**

JM explained that once **planning lists** are circulated, there are 7 days to respond. JM will ensure SF is added to the central distribution list for these. Should there be any queries via SF within the 7 day period, PCC can request an extension of time to consider same.

JM

JG raised the issue of other planning applications (e.g. motorhome sites, café, take-away), as these are often raised by members of the wider community. Cllr DG advised that information on such applications would be available on TMC website, and he could pass on information on the motorhome site issue.

Cllr DG

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- JM commented that any major decisions on issues such as motor home sites are likely to involve discussion with the PCC. Cllr TC advised that no decisions had yet been made on this matter. Cllr DG indicated that if anyone in the community has specific issues they wish to raise on this matter, he can be approached direct. ALL
- 9    **Events**  
There are no events currently planned
- 10   **Members Updates:**  
GM received notification from the previous PCC secretary that the **defibrillator pads** are due to be changed this June. This will be passed to SF to initiate action. GM/SF
- Members agreed that Alexandra Forsyth be admitted as an **associate member of the PCC**. (proposed JG, seconded AA)
- 11   **Elected Members**  
Committee attendance updates were given by each Councillor and TC provided a brief update on the current work in Highland region on the testing of driverless cars.
- 12   **Community Feedback**  
No members of public present, therefore no community feedback.
- 13   **Joint Community Council of Moray**  
JM encouraged attendance at the next meeting of the JCC on Thursday 11<sup>th</sup> March, and advised that the issue of Public Toilets is on the agenda. JM will keep the PCC informed of any relevant information in this regard. ALL  
JM  
JM referred new members to the CC handbook (available on TMC website), and offered to do a Zoom session on the running of CC meetings for the new Chair, Secretary and SM administrator. ALL  
JM/SF  
AA/JT
- 14   **AOCB**  
None
- 14   **Next meeting**  
Monday 12<sup>th</sup> April at 7pm  
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