

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
1908	03/10/2019	09/01/2020	Weeds at Learney Hall Complaint received by TCC about weeds around the Learney Hall	JL	05/12/2019 - Live Life Aberdeenshire department of Aberdeenshire are awaiting a quote from Aberdeenshire Landscape Services to treat the weeds 09/01/2020 - Given the passage of time and season it is decided to close this item	Cllr PG	09/01/2020	09/01/2020	Closed due to passage of time and season
1911	07/11/2019	09/01/2020	Campfield informal parking on verges Damage on closed verge to east of Campfield Filling Station by vans parking between bollards	CG	07/11/2019 - Review and action as necessary 05/12/2019 - Limited evidence at this time and confirmed owner of Campfield Filling Station is monitoring the situation and will advise if action needed 09/01/2020 - Continued monitoring has revealed no evidence of vehicles parking on this verge now so decided to close the matter	Cllr PG	05/12/2019	09/01/2020	Closed
1916	05/12/2019	06/02/2020	Village Photo Competition Latest submissions and winners to be announced	AM	05/12/2019 - AM reviewing with the committee to confirm and announce 09/01/2020 - WM to post photos on Facebook with New Year winner to be decided by AM 06/02/2020 - All photos posted and very positive feedback. Thanks to all participants.	AM WM	06/02/2020	06/02/2020	All photos posted on Facebook with very positive feedback. Now closed.

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2005	06/02/2020	05/03/2020	Proposed letter to community from Alexander Burnett MSP Does TCC support this?	WM	06/02/2020 - After careful consideration TCC decided to instruct Secretary to advise we decline this offer.	WM	05/03/2020	09/02/2020	Secretary wrote to Grace O'Keefe to advise, and added request for help with bus service changes. Accepted and advised limited possibility to help with buses as community need to respond but AB did contact Stagecoach for better consultation process. Closed
1904	04/07/2019	05/03/2020	Skateboard Structure Requires maintenance	ED	05/09/2019 - Educational and Childrens' Services budget for major repairs. Minor repairs by maintenance services. 09/01/2020 - Principal Landscape Services Officer advised skate ramp structure is sound and only minor cosmetic issues to be addressed. Any major work would need support of Education Services and local community, who were both instrumental in the construction. At some point there will need to be discussions about continuing maintenance. Agreed Rev HS will consult with Torphins School Parents Council Also noted Community Safety Group could be approached about funds. 06/02/2020 - No update.	Cllr PG	06/02/2020	Ongoing	Skateboard considered to be in reasonable condition at March 2020 so decided to close the issue. Can reopen if issues arise in future. Closed

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
1906	11/09/2019	05/03/2020	VE Day 75 Celebration 8-10 May 2020 Does TCC wish to organise or promote a celebration?	ED	03/10/2019 - Add to agenda for meeting on 07/11/2019	WM	01/11/2019	01/11/2019	On agenda for 07/11/2019 Closed
					Table at meeting 07/11/2019 and if decide to progress then Register at http://www.veday75.org/ by 01/05/2020	ED	07/11/2019	07/11/2019	Carry forward Closed
					03/09/2020 - Decided to distribute existing printed copies to P22, Pharmacy, Scotmid and update and reprint booklet with latest business details	WM/AM WM	01/10/2020 02/07/2020 14/05/2020	02/07/2020	Latest booklet online and hard coopies available (P22 phone number to updated as issued)
					05/12/2019 - TCC is not generally supportive of organising a celebration. Discuss with Rev HS to be aware of any other plans 09/01/2020 - Rev HS not aware of any other plans. No current plans by TCC but Rev HS and TCC to monitor for plans by any other groups	TCC	Ongoing	05/03/2020	Reviewed and decided to close as no action planned. Closed

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2001	09/01/2020	02/04/2020	<p>Torphins Emergency Response Plan</p> <p>The Community Resilience Plan for Torphins, later named Torphins Emergency Response Plan, was launched with the invitation to Marr Area Manager to visit in February 2017, which visit provided background and support to develop the plan. The plan was completed and accepted by the Emergency Planning Officer in March 2019. Designated community representatives are not named other than TCC members, and some funds remain available. Resolve if any further implementation actions required and whether funds to be spent or maintained in reserve.</p>	JL	<p>02/04/2020 - Following LM correcting meeting regarding previously agreed action deferral to after next AGM was approved for annual review. Note Pandemic was No 1 in Risk Assessment. Next annual review due November 2020</p> <p>05/03/2020 - Defer to April meeting</p> <p>06/02/2020 - Minutes have been distributed. Defer to March meeting including proposal to fund wifi purchase</p> <p>09/01/2020 - Decided to check most recent minutes on the matter, distribute to members, and prepare to discuss at meeting on 06/02/2020 for closure by 05/03/2020</p>	TCC	<p>05/11/2020</p> <p>02/04/2020</p> <p>05/03/2020</p> <p>06/02/2020</p>	02/04/2020	<p>Close and open new action for annual review</p> <p>Closed</p>

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
1915	05/12/2019	07/05/2020	Flooding on land at Annesley A concern has been raised by a resident about the flooding on land at the entry to Annesley	JL	04/06/2020 - Since owner has confirmed who owns the site (not Council) and Council has provided flood advice, no further action required. 02/04/2020 - Resident has confirmed ownership of land (not Council owned) and has requested a fence to be erected by Council around the area, which is unlikely as not Council's. Review at next meeting.	JL	07/05/2020	07/05/2020	Close as due diligence complete and no further action possible
					05/03/2020 - Flood team have visited site and met the householder concerned to discuss property level protection. Chekcing if further actions can be taken. Ownership of land is uncertain and would need land registry verification. 06/02/2020 - Confirmed no road drainage to area. Issue passed to Floods group in Aberenshire Council to investigate further. 09/01/2020 - HB to contact complainant for more information. Cllr PA to follow up when known. 05/12/2019 - Ownership of the land is not known so it was decided to defer to discussion with Councilors at meeting on 09/01/2020		02/04/2020 05/03/2020 06/02/2020	07/05/2020	Close as due diligence complete and no further action possible

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
1918	05/12/2019	07/05/2020	Automatic Emergency Defibrillator It has been suggested a third AED be provided for the village to extend coverage	HB	07/05/2020 - Decided to close at this time due to COVID-19 situation 02/04/2020 - No Update 05/03/2020 - No update 06/02/2020 - HB recommended Golf Club, Tornaveen Hall, Cmpfield Filling Station and Glassel to approach in coming weeks 09/01/2020 - HB to approach potential candidates for location of new AED, including Campfield FS and TGC Clubhouse 05/12/2019 - The meeting decided to review the potential need, location and funding at the meeting on 9th January 2020	HB	05/03/2020 06/02/2020	07/05/2020	Close at this time due to COVID-19 situation
2004	06/02/2020	07/05/2020	Red Squirrel Awareness Signs Resident request for signs on north St Marnan Road	WM	22/04/2020 - WM advised resident of report from Roads and resident noted response. 12/04/2020 - Cllr. PA advised TCC of report back from Roads. Summary of detail response is: "We do receive a number of similar requests each year but unless there is a very specific location and identified history of fatalities the answer is generally no I'm afraid and we have no plans at present to erect any new squirrel signs." 02/04/2020 - No update carry	Cllr. PA	07/05/2020 05/03/2020	12/04/2020 22/04/2020	Close as no further action required based on advice

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2006	06/02/2020	07/05/2020	Proposed Major Changes to Torphins Bus Services Concern from community about these proposals and need to provide maximum feedback.	WM	02/04/2020 - AM has written to Stagecoach and Council in strong terms about service cuts. Due to COVID-19 a new Stagecoach bus schedule will be effective 6 April 2020. The introduction of the AC A2B Service for Torphins and Lumphanan is welcomed but this service will not be available until after COVID-19 situation is past. AM noted funds for replacement of Torphins and Lumphanan services total £40K cost.	AM Cllr PA	02/04/2020	02/04/2020	Close and review if necessary after COVID-19 past and latest bus schedule and A2B are available.

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
					05/03/2020 - All actions completed. Decided next steps: AM will write to Bus Forum questioning why the matter was not available there. The Stagecoach terms and conditions should be verified to ensure there is no failure. We wish to know the Council proposals on the matter. Cllr. PG undertook to clarify the break point for the Stagecoach four year contract. Cllr. PA agreed to check where the Aberdeenshire Council is with it's response to Stagecoach on the changes and future services and support.	AM Cllr.PG Cllr.PA	 16/02/2020 07/02/2020	 15/02/2020 07/02/2020	All completed on time
					06/02/2020 - Rev Holly Smith to submit feedback to Stagecoach on behalf of TCC about community concerns and ideas. 06/02/2020 - WM to provide more publicity on TCC media and notice board to promote individuals to feedback to Stagecoach, including Cllr PA facilitating telephone feedback.	HS WM			All completed on time

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2009	02/04/2020	11/07/2020	Summer Plants Programme	ED	11/07/2020 - Eleanor Day collected and distributed plants which were then planted by the tub volunteers 02/07/2020 - AC has now committed to deliver reduced range of plants for which Eleanor Day will arrange volunteer planting. 04/06/2020 - Volunteers are refilling tubs with new plants supplied by selves - thank you all 07/05/2020 - Eleanor day has successfully solicited support for tub planting by volunteers for summer 2020. Two additional tubs have been donated by Clarkes. Thank you all. 02/04/2020 - Due to cancellation of Aberdeenshire summer plants programme for 2020 due to COVID-19 TCC decided: Eleanor Day to contact tub volunteers to thank them for	ED	July 2020 Monitor 07/05/2020	11/07/2020 07/05/2020	Closed as planting for summer 2020 complete
2012	03/09/2020	01/10/2020	Use old Telephone Box at Sundayswells for book swap facility	CRd	01/10/2020 - With limited interest it was decided to close this matter for now. 03/09/2020 - following minuted discussion decided needs community consultation	CRd	01/10/2020	01/10/2020	Decided not to proceed and closed

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2013	03/09/2020	01/10/2020	Community Allotment Proposal	CRd	01/10/2020 - TCC would support an initiative and will add to CAP Open Issue No. 1801. 03/09/2020 - As minuted CRd to contact Learney Estate for land and WM to forward potential funds to CRd	CRd WM	01/10/2020 04/09/2020	01/10/2020 04/09/2020	Add to new CAP when proceeds per Issue 1801 and close this issue
2016	03/09/2020	01/10/2020	Park cuttings to be lifted and railway line path cut	CR	01/10/2020 - Park now being regularly cut with mulching of cuttings. TPG volunteers (ED, ED, NB) have now cut railway line path again this year. 03/09/2020 - CR noted cuttings have not been lifted as promised by Council and requested this should happen now. Also railway line path needs cut	Cllr PA	01/10/2020	01/10/2020	Situation appears normalised so close issue.
2014	03/09/2020	05/11/2020	Serious potholes on Craigmyle Road urgently require proper repair	ED	05/11/2020 - Area has been resurfaced 03/09/2020 - Cllr PA advised a work order has been opened for repair to proceed in early October, so confirm completion at time of November meeting	Cllr PA	05/11/2020	31/10/2020	Job complete - Close
2015	03/09/2020	05/11/2020	Remembrance Sunday arrangements 2020	JL AM	05/11/2020 - Area has been resurfaced 03/09/2020 - Cllr PA advised a work order has been opened for repair to proceed in early October, so confirm completion at time of November meeting	JL	05/11/2020	13/05/2021	Potholes filled in April (temp filling)

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
1917	05/12/2019	03/12/2020	Carols Around the Christmas Tree 2020 CR suggested the Scouts may be asked to distribute a flyer in December 2020 with the Christmas Card delivery flyer	CR	03/12/2020 - Cancelled for 2020 due to COVID restrictions and announced through festive lights publicity release 05/11/2020 - Looking very doubtful 01/10/2020 - Recent	HS CR	03/12/2020 05/11/2020	03/12/2020	Close due to cancellation for 2020
2007	02/04/2020	03/12/2020	Torphins Emergency Response Plan Annual Review	TCC	03/12/2020 - See minutes - New Torphins Community Resilience Plan adopted and published 05/11/2020 - Special meeting scheduled for 12 November 2020 at 7:30 pm on Zoom for review with members to	TCC, CR ED, JL, CR	12/11/2020	03/12/2020	Close 2020 and open placeholder for 2021 review

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
1802	04/01/2018	07/01/2021	Village Welcome Pack Proposal to develop VWP for Torphins	LM Sub Comm	07/01/2021 - 250 copies of new edition printed and copies distributed to various local outlets. 03/12/2020 - New edition Welcome to Torphins has been posted online and sent to printer for printing, after which decide distribution 05/11/2020 - Agreed the draft update to Welcome to Torphins booklet will be posted online for comment for 7 days prior to going to print and formal publication. 01/10/2020 - Ten copies have been distributed to each of P22, Scotmid, Pharmacy and as of 02/10/20 have distributed ten to Bread of Life. Latest soft copy to be prepared for another hard copy print run. 03/09/2020 - Decided to distribute existing printed copies to P22, Pharmacy, Scotmid and update and	AM	07/01/2021	07/01/2021	Completed successfully

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
					02/04/2020 - The final booklet, Welcome to Torphins, has been printed and invoiced to TCC and will be delivered to Torphins to be available for limited distribution and as needed to new residents. The booklet is also available on torphins.net. Monitoring for new arrivals to village and distribution will be ongoing in future.	TCC	02/04/20	02/04/2020	Matter closed with printing and online availability of Welcome to Torphins
					New arrivals to be advised to LM and Eleanor Day	TCC	Ongoing	04/02/2020	Monitor
					Preview final product with a new arrival to the village	LM Sub-Comm	Early 2020	04/02/2020	Future
					Obtain printing cost quote and submit small grant application to MAC	WM	13/03/2020	13/03/2020	Complete and grant of £114 approved
					Update phone numbers etc., add history of village, and photos of area 06/02/2020 - Final draft complete except need updated 300 word history of village. WM to ask Brian Murray.	LM Sub-Comm WM	05/03/2020 06/02/2020	05/03/2020	05/03/2020 - Final draft complete except for adding latest history for print
					Reformat from A4 to A5	AM	09/01/2020	09/01/2020	Done
					Verify VWP can be included with MDC Welcome Bags	WM	09/01/2020	17/12/2019	Confirmed by Rev HS that VWP can be included with MDC Welcome Bags
					05/12/2019 - Final draft completed	Eleanor Day	05/12/2019	05/12/2019	Eleanor Day and Sub-Comm completed A4 version approved for next step

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
1905	04/07/2019	01/04/2021	<p>Footpath South of Waulkmill Bridge</p> <p>The footpath at the south side of the Aberdeenshire owned Waulkmill Bridge is a right of way but passes through a working farm yard, creating risk and muddy conditions underfoot.</p>	WM	<p>01/04/2021 - Path and fence completed on 23rd March, with announcement and thanks to participants posted 25th March</p> <p>04/03/2021 - Path route levelled by farmer, fence installation begun, £1,000 grant paid to TPG by Aberdeenshire Council Outdoor Access, thank you.</p> <p>04/02/2021 - All procurement complete. Will claim grant when invoices available. Work will progress when conditions allow.</p> <p>07/01/2021 - Commitment to start on 11 January will not be met due to restrictions for volunteer work of this type, however pressure will continue to have the area cleared. Learney Estate has donated timber for fence, and other materials will be ordered if possible to enable grant before end February.</p>	TPG WM	01/04/2021	23/03/2021	Path and fence completed by TPG 23/03/2021, with thanks to all participants

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
					<p>03/12/2020 - Some area cleared and fence quote received - expect to complete work while funding available</p> <p>01/10/2020 - Farmer has agreed to clear area for materials and work and TPG organising orders and volunteers depending on current circumstances.</p> <p>24/08/2020 - TPG received confirmation from Aberdeenshire they are ready to pay when work starts. TPG contacting farmer to confirm when site to be cleared for work.</p> <p>07/05/2020 - Steve Gray has advised Aberdeenshire Outdoor Access will fund £1,000 for materials if TPG will perform the work, which it has agreed to do. Awaiting opening for work and clearance of site by farmer.</p> <p>02/04/2020 - Steve Gray has advised we will receive a</p>				

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
					06/02/2020 - WM has met with Steve Gray of AC with Robert Fowler, farmer, and agreed new route for path avoiding farm yard. SG to contact residents to confirm, WM to provide estimate to AC for request for materials to be supplied FOC, and TPG to build new route when farmer prepared site. 09/01/2020 - Steve Gray of Aberdeenshire advised WM path be used only outwith farm working hours. WM advised SG this not the issue as new safer and cleaner route is needed at all times. WM to write to SG to provide detail for Aberdeehire to develop plan to address the real issue 05/12/2019 - Environmental Planning are investigating potential to reroute the path		05/03/2020 06/02/2020	05/03/2020	Request for materials and offer from TPG to perform build has been sent to Steve Gray at Aberdeenshire
1907	03/10/2019	13/05/2021	Potholes Innermarkie Wynd Reported on Council website but still not repaired	CR	02/04/2020 - Per Cllr PA added to repair budget for 2020/21 05/03/2020 - No progress Pothole observed on new surface at south of Learney Hill road to be reported on website	Cllr PG	13/05/2021	13/05/2021	Potholes filled in April (temp filling)

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
					06/02/2020 - Confirmed submitted on website. No progress 09/01/2020 - Agreed we need to be sure the potholes are reported on AC website, as is always required, and will check if work complete at next meeting 05/12/2019 - Reminder to be sent to Roads Department				

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
1901	10/01/2019	03/06/2021	<p>Campfield Speed Limit Extension</p> <p>Cllr PA and Council officials have received further representations for extension of speed limit west to beyond Glassel Road junction. Roads Policy Team and Safety Team continue to reject the proposal for policy reasons</p>	AM	<p>01/06/2021 - The extension of the speed limit area has been completed on 28th May 2021, with repeater signs at site of old limit.</p> <p>13/05/2021 - The signs are due to be erected at the new location w/c 26th May. Police to be asked to keep eye on area until bedded in</p> <p>01/04/2021 - Public consultation period ongoing</p> <p>25/03/2021 - Advice received that notice of extension of speed limit 250m westwards to be publicly advertised 2nd April</p> <p>03/09/2020 - Cllr. PA confirmed extension approved of Campfield speed limit 250m to west, beyond Glassel junction. Now to stat consultation, 28 day public consultation, traffic order, implementation.</p> <p>20/08/2020 - Cllr P. Argyle advised extension of speed</p>	Cllr PA	03/06/2021	28/05/2021	Close matter as speed limit extension successfully implemented

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
1914	05/12/2019	03/06/2021	<p>Community Council Boundary Review Feughside West Community Council are considering changes to their boundary, including proposal to include Inchmarlo in TCC area.</p>	WM	<p>03/06/2021 - Boundary change complete and map to be published. Constitution updated per AGM. 13/05/2021 - Marr Area Committee on 4th May 2021 approved boundary change at Glassel. New map to be made available and TCC to update constitution. 04/03/2021 - TCC accepted proposal from Marr Area to move Glassel to new IBGCC and proposed to give Campfield a reserved position on TCC with transfer of 8 homes at Glassel. 07/01/2021 - Advised Marr Area Office commencing review process for all boundary changes 03/12/2020 - See minutes. New Inchmarlo Brathens & Glassel CC formed. Community consultation for Glassel boundary of TCC now to be conducted under Marr</p>	WM	03/06/2021	13/05/2021	Boundary change implemented with map and constitution updated

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
					<p>06/02/2020 - Area Manager has advised consultation process and proposal process. TCC deferred action meantime.</p> <p>09/01/2020 - WM has notified FWCC about Inchmarlo and understood generally accepted. Other matters to be progressed</p> <p>05/12/2020 - 1. Notify FWCC that TCC considers there are no valid reasons to include Inchmarlo in TCC area and reject proposal.</p> <p>2. Contact Lumphanan CC to consider extension of TCC boundary to include Pitmurchie.</p> <p>3. Contact Marr Area Manager regarding proposals.</p>		Monitor		
2106	04/03/2021	03/06/2021	Elections May and AGM 03/06/2021	TCC	<p>03/06/2021 - Election complete with election of Rev Holly Smith. TCC membership now only seven.</p> <p>13/05/2021 - Nominations closed today</p> <p>01/04/2021 - Area Office confirmed nominations open 22 April, close 13 May, ballot 20 May for our AGM 3 June</p> <p>04/03/2021 - Nominations to be sought to fill 6 TCC vacancies in May, including renomination of 3 retiring members. Area Office to organise election as necessary</p>	TCC	03/06/2021	14/05/2021	Elections successfully completed. Low membership is a challenge to be met with membership drive

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2105	04/03/2021	03/06/2021	The Rubbish Club Initiative TCC recognised the work of TT at The Rubbish Club and agreed proposal for community litter picker equipment	AM	03/06/2021 - Article from Rubbish Club in Newsletter. Agreed to close issue. 13/05/2021 - Cheque reissued to GT. No other progress to report. 01/04/2021 - Treasurer to follow up on outstanding	ED/TT Cllr PA	03/06/2021	03/06/2021	Publicity article in Newsletter seen as satisfactory closure
2003	09/01/2020	02/09/2021	Newsletter	CR	02/09/2021 - Newsletter has been delivered to virtually all homes across all of TCC area with encouraging responses from community 01/07/2021 - The final draft of the Newsletter was reviewed. Agreed to go to print with 600 copies funded by TERP and Hardship Fund promotion and to be distributed as soon as available. 03/06/2021 - Latest draft reviewed, final articles to add agreed, print quotations awaited. Plan to print and distribute in June. 12/05/2021 - Submissions received plus new A2B bus details. CR to edit and format for review and publication. 01/04/2021 - Decided to publish Spring Newsletter in June after AGM. Content discussed and subject matter allocated to members per minutes to complete	CR, AM	31/07/2021	31/07/2021	Printed and Delivered

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2008	02/04/2020	07/10/2021	COVID - 19 TCC Response	TCC	07/10/2021 - Agreed closure as food voucher programme complete. Future use for food for church scheme and fuel poverty. 01/07/2021 - Approved final hardship vouchers purchase, support Newsletter publicity, and balance to Church food programme. Confirm closure of item at next meeting. 13/05/2021 - Hardship Fund available is now £1940. Decided to review other opportunities to support Church Foodbank facility and resources and retain a balance for vouchers. 04/02/2021 - TCC (HS) has responded positively to Aberdeenshire Council request for drivers to assist people unable to access transport to vaccination centres AM attended Marr Area Resilience meeting 07/01/2021 - Social Work	AM Rev HS	07/10/2021 02/09/2021		Food voucher scheme closed. Remaining funds will be used over time for food and fuel poverty

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2107	01/07/2021	07/10/2021	Excess Drainage Water in Grampian Terrace Area	ED	07/10/2021 - Due to site visit results combined with Issue 1912 park drainage 02/09/2021 - Latest heavy rain created excess drainage water flooding on road again. Cllr PA follow up with Roads. 01/07/2021 - Follow up on concern about excess drainage water in Grampian Terrace area since completion of the water main works at Battock Terrace has been confirmed with Cllr. PA taking the matter to Raods Dept. May have to wait for next heavy rains for repeat episode	ED Cllr. PA	07/10/2021	07/10/2021	Combined with 1912 Park Drainage
2108	01/07/2021	07/10/2021	Bus Service ref access to NHS Hubs etc. Concern raised by Torphins Patient Participation Group that bus services are inadequate to allow people to access the new proposed NHS Hubs for blood tests etc.	WM	02/09/2021 - Cllr PA confirmed Mid Deeside Community Trust transport service does support Torphins and has been used recently by Torphins residents. There is clearly lack of knowldge of this service, which does require 48 hour notice of requirement. Publicity information is to be sourced to enable the service to be promoted in Torphins. 01/07/2021 - Cllr. PA will contact Mid Deeside Community Trust to see if their Patient Transport service could include Torphins within its area of operation	Cllr. PA	07/10/2021	07/10/2021	Closed as confirmed Community Transport promoted in Health Centre and in use and A2B Bus also being used

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2113	02/09/2021	07/10/2021	Building at New Easter Building condition and appearance could be improved	CR	02/09/2021 - Cllr PA will check with economic development regarding possible assistance for village centre business to improve attractiveness and thus business.	Cllr PA	07/10/2021		Close as no solution found at this time.
2114	02/09/2021	07/10/2021	Closed Road Litter Pick Proposal for litter pick on Torphins to Lumphanan road	WM	07/10/2021 - Roads will not close road for this purpose but Council teams will perform more litter pick up 02/09/2021 - Cllr PA to check attitude of Roads	Cllr PA	07/10/2021	07/10/2021	Close as not possible
2116	02/09/2021	07/10/2021	Dog Fouling The banning of dogs from the park has been requested	WM	02/09/2021 - Cllr PA to raise issue with Landscape Services	Cllr PA	07/10/2021	07/10/2021	Close as dogs must be on lead anyway and not enforceable to ban dogs. Play equipment area to extensive to fence.
2117	02/09/2021	07/10/2021	Parking on St Marnan Road Complaint received about obscured visibility on St Marnan Road at Avenue 23	WM	02/09/2021 - Follow up with Avenue 23 regarding opportunity for customers in private parking across the road	WM	07/10/2021		Close as written to business owner with advice but no response. Did advise complainant of action.

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
1909	03/10/2019	06/01/2022	<p>Core Path exit to road at Wester Beltie</p> <p>The Core Path on the former railway line has a ramp to the road at Wester Beltie. TCC received a concern from a resident about the steep and unsafe exit to the road</p>	WM	<p>04/06/2020 - Delay due to COVID-19</p> <p>05/03/2020 - Roads Dept reviewing proposals with Steve Gray</p> <p>06/02/2020 - Steve Gray reviewing options following meeting with WM at site.</p> <p>09/01/2020 - Steve Gray of AC has requested explanation and proposals from WM. WM will meet SG on site in January and correspond as necessary</p> <p>05/12/2019 - Environmental Planning are investigating what Roads Dept would require in association with an improvement</p>	WM	06/01/2022	None	Closed as this now assigned low priority

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2012	03/12/2020	06/01/2022	Torphins Community Resilience Plan annual review	TCC	06/01/2022 - New Community Resilience Sub Group has been formed with ten member committee including from TCC lead rep Stephen Salter plus Iain Firth. This follows TCC Emergency meeting with volunteers on 08/12/2021 and new Resilience Sub Group meeting on 14/12/2021. Thank you to all community volunteers for participation. 02/12/2021 - Large public attendance at meeting to express concerns on Community Resilience and make recommendations. Collected names of Volunteers for future and resolved to redevelop the plan, working with the new Volunteer group. SS to represent TCC in process, meeting asap and report progress at January meeting. 07/10/2021 - CR to contact Banchory COTAG 4x4 Team with view to incorporate their	CR	06/01/2022 02/12/2021 04/11/2021	08/12/2021 14/12/2021	Close issue as new Community Resilience Sub Group now active

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2112	02/09/2021	06/01/2022	Memorial to Unknown Dead at Torphins Cemetery Memorial to be repaired and refurbished	ED	04/11/2021 - No news. WM to follow up. 07/10/2021 - Resident will repair the sundial after submitting plan. Limited other cleaning could be done. Site generally okay. Follow up with progress. 02/09/2021 - Resident has volunteered to repair the sundial. Cllr PA will have Landscape Services provide a list of requirements for the work in the cemetery and TCC will coordinate an effort, including contacting the resident to progress.	Cllr PA ED WM	06/01/2022 02/12/2021 04/11/2021 07/10/2021	06/01/2022	Close at this time as not major issue and no progress reported

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
1902	24/04/2019	03/02/2022	Sale of Schoolhouse The Torphins School House has been on the market for many years. TCC believes the sale by Aberdeenshire Council should be a high priority. The matter has been frequently raised over many years and most recently by email on 24 April 2019 to Marr Area Manager	AM	06/01/2022 - TCC requested firm commitment, timing, amount, for proceeds to be spent on development of Learney Hall as per historic agreement. TCC advised Cllr PA this is absolute priority to complete, particularly after Storm Arwen need for community resilience refuge. TCC to provide prioritised schedule of development needs in early January for Cllr PA to pursue design and costing of project plan by Live Life Aberdeenshire for paper to Area Comm. to authorise going to tender 07/10/2021 - Letter to Sunshine Nursery welcoming purchase but stating public toilets need retained on site. Confirmation received and TCC will be informed of developments '02/09/2021 - The welcome response from the purchaser	TCC Cllr PA	17/01/2022 03/02/2022	03/02/2022	Closed as school house sold and confirmed proceeds available for Leaney Hall improvements. See issue 2202.
					In event of Aberdeenshire pursuing closure of public toilets a public consultation should be conducted 09/01/2020 - TCC urged the public toilet should be retained even if whole site sold as the facility is heavily used	Aberdeenshire Council	Before any closure decision		

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
1903	02/05/2019	03/02/2022	Learney Hall Curtains The curtains in the Learney Hall are worn out and dilapidated, requiring repair or replacement. The matter has been first raised in 2014 and the latest phase started with Aberdeenshire raising a Purchase Order in April 2019 after TCC independently obtained and offered a quote	WM	06/01/2022 - Latest plan agreed by Holly and Eleanor Day is for curtains only to be ironed and rehung. WM to check timing of rehunging with Tracey Morris so date for ironong can be fixed 02/12/2021 - Three curtains are set aside for HS to pick up for re-lining 07/10/2021 - Contrary to understanding at time of site visit in June 2021 TCC advised now by Tracey Morris that blinds were not specified for three stage windows. Tracey to arrange for old curtains to be rehung but no linings. TCC agreed to buy fire safe lining material and accept the gracious offer from Rev Holly Smith to sew in the new linings. Sec to contact TM 02/09/2021 - We are pleased the blinds have now been installed and the old curtain fittings removed.	WM HS	14/01/2022 03/02/2022	03/02/2022	Closed as blinds installed and on 03/02/2022 the remaining three curtains behind stage were ironed and rehung.

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
					<p>03/12/2020 - Secretary has written to Tim Stephen for update and Cllr PG sent reminder. Response received 4/12/20 (Actually lining was removed some time ago before the cleaning).</p> <p>"In answer to your query, Aberdeenshire Council has undertaken some light cleaning of the curtains. Unfortunately the lining did not survive the light cleaning process – and we are now obtaining a quote for a possible new lining for the curtains that cover the windows. You may be interested to note that we also looked at other curtains in the small hall and made the decision that they were no longer fit for use, and we are in the process of procuring new ones. We are about to rehang the curtains (minus liners) as that's probably best for them – and we hope to have the linings fitted prior to the hall reopening – though at this stage I can't give you a date for that. It is probably worth me highlighting that whilst it is my intention to relin</p>				

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
					<p>05/11/2020 - TCC has been informally advised curtains have been cleaned on site and will be rehung as is with no linings, due to lack of funds. Follow up with management.</p> <p>05/03/2020 - Telephone conversation between Secretary and Tim Stephen of Aberdeenshire confirmed Council to reline and rehang curtains in April 2020</p> <p>06/02/2020 - TCC Is shocked to find curtains rehung without linings and in very poor condition. Since expressed concern to Councillors and Area Office. Now advised will be relined and rehung in new financial year as promised earlier.</p> <p>09/01/2020 - Cllr PG reported lastest option is for modest repair, new lining, light clean, and rehanging. TCC agreed to accept this offer with the proviso that all the curtains</p>				

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2119	04/11/2021	03/02/2022	Torphins Medical Practice TMC is being returned to NHS 31/03/2021. What is future?	WM	03/02/2022 - Confirmed to TCC on 02/02/2022 by AHSCP and letter to households that Bennachie Medical Practice appointed effective from 01/04/2022 06/01/2022 - See minutes of very well attended TCC public meeting with AHSCP management conducted on Zoom on 16/12/2021. TCC to be advised by AHSCP of progress on appointment of new principals. WM to enquire with AHSCP on 10/01/2022 02/12/2021 - Organised public meeting jointly with TPPG on 13/12/2021 at 7:30 pm at Learney Hall for AH&SCP to attend to explain the process and plans for TMC. Promote the meeting for strong public attendance	WM	10/01/2022	03/02/2022	Bennachie Medical Practice appointed to take over Torphins Medical Practice from 01/04/2022

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
1910	03/10/2019	03/03/2022	Park Pavilion The deteriorating condition of the park pavilion needs attention to maintain the building in proper working order	ED	03/03/2022 - Nw gutters and outside light switch fitted 03/02/2022 - Work thought to be done but need to verify 06/01/2022 - No fixed date but confirmed work will be done 07/10/2021 - Council to install outside switch for lights and will make repairs but timing not known 01/07/2021 - Repairs to the pavilion have been approved and will proceed soon 03/06/2021 - No report 07/01/2021 - No new report 05/11/2020 - Pavilion is re-opening. Live Life Aberdeenshire aware of issues and seriously reviewing updated quotation and how to fund. 01/10/2020 - Life lfe Aberdeenshire developing reopening and improvement plan for pavilions and noting issues at Torphins will include	Cllr PA	03/03/2022 03/02/2022 02/12/2021 04/11/2021	03/03/2022	Close as work completed
					05/12/2019 - A quote has been obtained for repairs but there is no budget. A community asset transfer was suggested by Cllr PA. TCC pointed out this would be hard to justify while Torphins Football Club are unable to play at Torphins due to the park drainage issue				

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
1913	07/11/2019	03/03/2022	Village Notice Board Map The map in the notice board is faded and needs replaced	WM	06/01/2022 - Still awaiting updated village photo for map illustration 01/07/2021 - The digital map file has been updated by AM and after minor changes will be available for WM to order Trespa map panel 03/06/2021 - Updated map to be actioned in Photoshop by AM who will collect from WM, then we go to production. 13/05/2021 - Quote for map confirmed. Supplier reluctant to update Photoshop file. WM to provide changes to AM to see if he can update in Photoshop. 01/04/2021 - AM to send map file to WM to seek quote for update and completion of new map 04/02/2021 - Decided to defer design finalisation and ordering until conditions improved - review April 07/01/2021 - No progress but	AM	03/03/2022 03/02/2022 06/01/2022 02/12/2021 04/11/2021 07/10/2021 02/09/2021	03/03/2022	Decided to assign wall notice board for use by TORCH rather than mount map there

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
					<p>05/03/2020 - Printed map provided to WM for mark up of changes to be edited by AM on electronic copy prior ordering new robust map</p> <p>06/02/2020 - Map file has been passed to AM for review and update next meeting.</p> <p>09/01/2020 - TCC agreed to proceed to order A1 map in robust material at total cost up to approx £200.</p> <p>CR to provide electronic file.</p> <p>AM to update file as we agree.</p> <p>WM to submit and order from Wag Design</p> <p>ED to assist with modification of wall notice board to display map.</p> <p>05/12/2019 - Obtain quotation for replacement with robust A1 size map</p>				

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2203	03/02/2022	07/04/2022	Community Resilience Sub Group Progress and any assistance required from TCC	SS	07/04/2022 - Agreement has been reached with Marr Area that TORCH as sub group of TCC to be Torphins Community Resilience Group with Aberdeenshire to work directly with TORCH in community resilience matters. TCC has created TORCH webpage torphins.net/TORCH and generic email address torch@torphins.net 03/03/2022 - TORCH issued Debrief Report on Storms Malik and Corrie. R Dow appointed Chair and will meet TCC leads 07/03/2022 to finalise understandings 03/02/2022 - Team leads advised TCC of progress and response to Storms, and TCC conveyed sincere thanks to the Resilience Group, Volunteers and all community helpers. Feedback and any assistance required from TCC after Storms Malik and Corrie	AM, WM	07/04/2022	07/04/2022	TORCH fully functional with 7 person committee and 29 volunteers. Chair Robbie Dow. Agreed with Marr Area Office TORCH is Torphins CR Group

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
1701	11/05/2017		St Marnan Road Speed Limit Proposal to extend 30 mph speed limit north to Learney Avenue	AM	01/09/2022 - Ian Peacock of Roads has reported to be completed in August and now confirmed signs have been moved 07/07/2022 - Cllr GB contacted Derek Murray, Roads Manager, Maintenance 26/05/2022 - No update 12/05/2022 - Cllr GB contact Police and Roads 07/04/2022 - No Report 03/03/2022 - No progress 06/01/2022 - Latest date is end of January, subject to weather 02/12/2021 - Not yet moved 04/11/2021 - Sign will be moved by end November 2021 07/10/2021 - Sign to be moved to new location soon 02/09/2021 - Still with legal to progress public consultation 01/07/2021 - Still with legal to progress public consultation 03/06/2021 - With Legal for production of road traffic	Cllr GB	01/09/2022 07/07/2022 26/05/2022	02/08/2022	Signs installed at new location. Lighting not moved yet however not essential.

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
					<p>07/05/2020 - Martin Hall to take paper to Area Committee on 26th May 2020 for approval of extension of speed limit.</p> <p>02/04/2020 - Thank you to Cllr PA and Aberdeenshire Council for construction of the new pavement past the Church and up to the path entry to Torphins Woods. Noted the surfacing was not completed before work had to be redirected to strictly essential operations, however Cllr PA assured TCC the work will be completed when service returns to normal.</p> <p>Extension of speed limit further north will be implemented when a Road Traffic Order is passed with report to Area Committee."</p> <p>05/03/2020 - Confirmed the work to extend the pavement and relocate speed limit is to be performed in March 2020, speed limit being subject to</p>	Cllr PA	04/06/2020 2020		

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2115	02/09/2021		Kincardine Road Speed Monitor Fix or remove	WM	01/09/2022 - Speed counter has been removed 07/07/2022 - Cllr GB has contacted Derek Murray 26/05/2022 - No update 12/05/2022 - Cllr GB contacted Derek Murray 02/12/2021 - Still not removed or repaired 07/10/2021 - Council do own sign which has failed so will be removed 02/09/2021 - Cllr PA to make final check on ownership and if not identified have Roads remove unit	Cllr GB	01/09/2022 07/07/2022 26/05/2022	02/08/2022	Close as complete
2208	07/07/2022		Outside Tap at Learney Hall Can this be reinstated for use by planter tub volunteers?	ED	01/09/2022 - Tap now functioning 07/07/2022 - ED to follow up with halls if can be reinstated	ED	01/09/2022	01/09/2022	Close as complete
2201	06/01/2022	06/10/2022	Park Recycle Bins Road Surface Significant potholes have appeared in the surface at the park recycling bin area presenting a danger to users	ED	07/07/2022 - Cllr GB contacted Derek Murray 26/05/2022 - No update 12/05/2022 - Cllr GB contacted Derek Murray 07/04/2022 - No progress 03/02/2022 - Landscape Services matter to be addressed by that service 06/01/2022 - Cllr PA offered to report the matter to the service for attention	Cllr GB	06/10/2022 01/09/0222 07/07/2022 26/05/2022	06/10/2022	Potholes repaired

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2206	12/05/2022	06/10/2022	King George V Community Projects - Wind Turbine Panel Concern over lack of information about fund closure and plan for distribution of funds	LM	07/07/2022 - A response was finally received from the KGVCP Chairman on 29/06/2022. TCC remains disappointed and concerned that these funds are not now directly available to community groups across AB31. LM to contact colleagues on Panel. Extract of response: "KGVCP SCIO is the Community Group partner of Developer Frank A Smart and Son Limited under the CARES agreement of 2012 and undertakes to apply sums received to benefit the local community in accordance with its constitution which declares a commitment to provide or improve facilities for Youth, Sport and in particular Special Needs. Key to the current re-focussing of potential funding support within AB31 is the recent marked reduction in Special	LM AM	01/09/2022 07/07/2022 26/05/2022	06/10/2022	Unsatisfactory answer not accepted however no further action likely to be effective in circumstances so close issue

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2207	12/05/2022	06/10/2022	TORCH Insurance Cover Will Aberdeenshire Council cover insurance costs for community resilience group equipment attached to Aberdeenshire Council properties?	WM	01/09/2022 - JC advised insurance for building will be TORCH/TCC responsibility and access to hall will only be allowed if Council employee present or TORCH/TCC insure the building itself for period where no Council employee present. Strong objection from TCC. Cllr AK will follow up with AC Insurance Team 07/07/2022 - Hoped for clarity from Community Resilience Forum which was cancelled has not been forthcoming. Advised MAP plan to set a new date soon. 26/05/2022 - Cllr SB will liaise with Cllr GB on this matter to move forward 12/05/2022 - TCC has obtained a quote of £157.63 from Zurich for insurance of TORCH equipment including generators. Considerable cost so investigate Aberdeenshire Council cover	Cllr AK Cllr GB Cllr SB	06/10/2022 01/09/0222 07/07/2022 26/05/2022	06/10/2022	Advised by Area Manager that hall must have trained operative who is Aberdeenshire employee so no further action
2213	01/09/2022	06/10/2022	PAT Tesing of Christmas Lights	ED	01/09/2022 - ED working with IF to hire testing equipment and test lights in time for AC deadline of 1 October	ED, IF	31/10/2022	06/10/2022	Work complete

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2101	04/02/2021	05/01/2023	Parking at Scotmid Concern about indiscriminate and sometimes unsafe parking in the area of Scotmid	JL	01/12/2022 - White lining has been refreshed 03/11/2022 - Seek progress report from Cllr SB for next meeting 06/10/2022 - Relining to be done by end October 01/09/2022 - Ian Peacock advised a job has been raised to white lining to be refreshed here and existing parking bays late September 07/07/2022 - Cllr SB reports Roads Team agree this needs attention. Agreed to refresh lines and possibly add KEEP CLEAR marking 26/05/2022 - No response from Scotmid so contact manager. Cllr SB to follow up on white lining refurb 12/05/2022 - Still no response. Contact manager. Cllr GB contacted Police to check 07/04/2022 - Awaiting response from Scotmid. ED to chase.	Cllr SB	01/12/2022 03/11/2022 06/10/2022 01/09/0222 07/07/2022 26/05/2022	01/12/2022	Close as white lining refreshed

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2210	01/09/2022	05/01/2023	Proposal to expand TCC area to include Lumphanan CC area	AM	05/02/2023 - In view of new attempt to form LCC decided to close this matter for TCC 01/12/2022 - Following completion of public consultation it has been decided to attempt again to form a new Lumphanan CC 03/11/2022 - Extensive discussion demonstrated TCC vast majority is strongly negative to the boundary change with a significant concern the Lumphanan area would not offer up new members for TCC and thus representation for Lumphanan would be inadequate and workload for TCC excessive. WM felt the idea was worth considering due to Church links and paths groups links, and implied endoresement of TCC, however if the change would damage TCC membership and ability to serve Torphins then would be	Janelle Clark, Area Manager	Monitor	28/11/2022	Completion of consultation advised with decision to make further attempt to reinstate LCC - close matter for TCC

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2215	06/10/2022	05/01/2023	Carols Around Christmas Tree	ED	05/01/2023 - Highly successful event with good attendance and excellent donations of £311 toward supply costs £133 with balance to lighting funds. Lights dismantled by volunteers 7th January 2023. 01/12/2022 - Praise Band confirmed. ED to invite and confirm Notes, Supplies ordered by ED. Collection buckets and posters required. 03/11/2022 - License application submitted. Problem with hall staffing for date but Cllr GB on the case. ED expressed concern hall booking system needs properly set up and automated online on Aberdeenshire Council halls website, and confirmations of bookings to be properly issued without request. 06/10/2022 - Agreed 21/12/2022 for event. Lights to be erected 26/11/2022.	ED	21/12/2022 01/12/2022 03/11/2022	21/12/2022	Complete for this season

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2217	03/11/2022	05/01/2023	Banchory Swimming Pool Children's pool closure and restrictions in alternative main pool	AM	05/01/2023 - Recognising progress decided to close this item 01/12/2022 - Report received from Tim Stephen that Council Facilities working with builder to complete plan for the repairs to be professionally completed in early 2023. 03/11/2022 - The closure of Banchory Swimming pool children's pool and restrictions in alternative use of main pool were highlighted again by AM, expressing his and that of the community that this excellent essential community facility is being wasted by slow repairs, poor utilisation of main pool, and lack of staff.	Cllr SB	02/02/2023 01/12/2022 03/11/2022	05/01/2023	Tim Stephen report clarifies situation and plan to resolve - close matter for TCC

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2205	07/04/2022	02/02/2023	Road Patching (William Street Potholes) Road still needs comprehensive resurfacing. Expanded to include William Street, Grampian Terrace, Innermarkie Wynd	ED	01/09/2022 - Noted these streets on reserve list for 2022/2023 roads budget 26/05/2022 - TCC advised remaining broken surface areas will be spray treated summer 2022 and these roads and others will be tar and chip surface dressed in 2023 12/05/2022 - William Street, Grampian Terrace, Innermarkie Wynd all newly patched - see new item 8.6 per minutes. Ian Peacock arranging site inspection 07/04/2022 - Follow up with Aberdeenshire	ED WM IP (Cllr GB)	Monitor for action as planned by AC	02/02/2023	Closed based on work completed

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2214	01/09/2022	02/02/2023	Newsletter Develop and distribute Newsletter	CR	05/01/2023 - Newsletters have been distributed to all village addresses and to many outlying addresses, and published online. Outlying areas not completed due to weather will be completed in January with explanatory flyer included 01/12/2022 - Quality draft complete thanks to CR. Approved £396 for printing. Distribution will be arranged by CR with TCC volunteers 03/11/2022 - All outstanding articles to be submitted asap for CR to prepare Newsletter for November. Additions are: Tub fault reporting, Parking, Message from new Chair 06/10/2022 - Articles assigned per minutes to be submitted to CR by 03/11/2022 01/09/2022 - Members to think about and prepare for next Newsletter to be issued to cover current high activity	TCC, CR	02/02/2023 16/12/2022 11/11/2022 03/11/2022 06/10/2022	31/01/2023	Distribution completed to all of village and vast majority of outlying areas. Many thanks to Colin Rouse for preparing and organising and to delivery volunteers
2102	04/02/2021	02/03/2023	Village Square Proposal Plan to develop a public village square for Torphins in area of Learney Hall	AM	02/03/2023 - Decided to transfer to LPP project 07/10/2021 - Due to priorities and changing circumstances decided to put in abeyance	AM	Monitor	02/03/2023	Transferred to Local Place Plan project

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2110	02/09/2021	06/04/2023	Trees on Grampian Terrace Diseased trees to be replaced	ED	07/03/2023 - Greenspaces reverted matter is for Landscapes. Later meeting with Landscapes at park reviewed trees and need to remove dead trees - action since to be reviewed	Greenspace ED WM	06/04/2023 02/03/2023 02/02/2023 05/01/2023 01/12/2022 03/11/2022 06/10/2022	06/04/2023	Close for now as no plan for change and will reactivate depending on tree developments
2118	02/09/2021	06/04/2023	Speed on Woodside Road Concerns raised about excessive speed on narrow and single track Woodside Road	WM	02/03/2023 - Is this ongoing issue? 02/02/2023 - No update 01/09/2022 - Ian Peacock advised speed survey to be	Cllr GB	06/04/2023 02/03/2023 02/02/2023 05/01/2023 01/12/2022	06/04/2023	Close as matter has gone quiet and no clear solution

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2204	03/02/2022	04/05/2023	Torphins Cemetery Wall Part of wall collapsed and whole wall needs repointed	WM	04/05/2023 - Officers will look again at wall and check if budget can be allocated 06/04/2023 - Cllr SB advised some budget included to repair year by year 02/03/2023 - Coping stones have been replaced and collapsed area repaired. Advised budgetted restoration of whole wall went to reserve list and current plan is to repair year by year as necessary. TCC expressed this unacceptable as wall deteriorating and needs comprehensive repair to maintain properly and save excess cost in future. Cllr AK asked to take note that if Landscape Services budget being reviewed then to recommend Torphins Cemetery wall be included for restoration. 02/02/2023 - Latest is that wall coping stones to be	Cllr SB	Monitor 06/04/2023 02/03/2023 02/02/2023 05/01/2023 01/12/2022 03/11/2022	06/04/2023	The collapsed area of the wall has been repaired and future maintenance as required has been budgetted

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2216	06/10/2022	04/05/2023	Plant an Oak Tree in Park to Commemorate Diamond Jubilee and Reign of Queen Elizabeth II	WM	04/05/2023 - The tree has been planted in a very successful visit and ceremony. Cllr AK and WM to follow up on Landscapes promised insatllation of stake and protection 24/03/2023 - Tree and plaque received ready for planting. TCC reps met Landscape dept to confirm site and preparation.	Cllr AK, WM	01/06/2023 06/04/2023 02/03/2023 02/02/2023 05/01/2023 01/12/2022 03/11/2022	11/04/2023	Tree planted in successful ceremony by Lord Lieutenant and Provost
2303	06/04/2023	04/05/2023	Community Map Scotland Sign up for CMS to test over free of charge trial year	AB	06/04/2023 - Decided to take up CMS trial year with no commitment to enable testing of potential benefits. Not used by Marr Area to date	AB	06/04/2023	04/05/2023	Registered for FOC trial year

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2205	07/04/2022	06/07/2023	Woodside Road Breakup Cold surface recycled surface from 2021 breaking up in places	WM	01/06/2023 - Repair of broken area and surface dressing of joints and damaged areas completed mid May 2023 - Cllr SB advised still in the ACC rolling repairs rota. 04/05/2023 - Roads have advised they will surface dress Woodside Road summer 2023 06/04/2023 - Cllr SB to follow up with Roads 01/09/2022 - Contractor visit delayed to spring of 2023 but Roads inspector will check and safety concerns will be addressed - TCC objected to contractor delay 27/08/2022 - WM contacted Ian Peacock and Cllr GB for update whether contractor has visited site and what action to be taken 12/05/2022 - Roads aware and confirmed have contacted Contractor to inspect and resolve the matter 07/04/2022 - Follow up with	Cllr SB	Monitor	June 2023	Rework and full surface dressing completed mid June 2023

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2301	05/01/2023	06/07/2023	Roads and Pavements Lack of Winter Treatment Extreme lack of grit and salt treatment across the area during snow and ice December/January	ED	06/07/2023 - No Comment from TCC - Matter closed for this year 01/06/2023 - Presentations from CC catch up meeting distributed on 15 May 2023 to TCC members. Review if any comments. Cllr SB will pass on output of discussions with head of roads, works in progress to improve. 04/05/2023 - Awaiting CC catch up meeting 31/03/2023 - CC Catch Up on 10th May 2023 at 7 pm to feature Philip Leiper, Roads Manager to join to discuss in particular Winter Roads Maintenance, and also hope to have a discussion/sharing of ideas around communication methods for engaging with residents. 02/03/2023 - Nothing new from Area Office - continue to recommend for Forum	WM	01/06/2023 06/04/2023 02/03/2023 07/01/2023	10/05/2023	Roads - Philip Leiper, Roads Manager presented at May Ward Forum and papers distributed to TCC members

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2305	06/04/2023	07/09/2023	Fence On Old Railway Track Path Wooden stock fence has collapsed, requiring replacement for safety	WM	07/09/2023 - Replaced 28/06/2023 04/05/2023 - Officers visited the site on 13th April and are seeking quotations for replacement 06/04/2023 - Decided Cllr SB will follow up if Aberdeenshire, who originally constructed the fence, will now replace	Cllr SB	Monitor	28/06/2023	Fence replaced by Aberdeenshire Council

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2307	06/04/2023	06/07/2023	Picnic Bench/Table in Park A request has been received for installation of picnic bench/table in park overlooking tennis courts	WM	06/07/2023 - Tennis Club will fund 50% of purchase while AC Fund 50% and installation - AC requested to proceed 01/06/2023 - Ken Regan responded that cost of picnic bench of recycled material is £675 including concrete base. Landscape Services can fund 50% with 50% funded by community. WM written for feedback to Kate Abrahams who requested and to verify if Tennis Club funding 04/05/2023 - Generally Aberdeenshire now has no budget for this sort of request but If this is the wish of TCC/resident/community/tennis club to install a bench at a exceptional 50% contribution then officers have indicated they can look to provide a quote for consideration to partner up for this request. TCC notify resident and proceed to quote	Cllr SB, WM	01/06/2023 04/05/2023	24/06/2023	Funding and installation agreed

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2308	06/04/2023	06/07/2023	White Lining Good some done on Woodside Road but will A980 junction be whitre lined as well?	WM	04/05/2023 - Sllr SB reported regarding the faded road markings at the junction of the A980 and Woodside Road and asked for a refresh. Officers confirmed on 10th April this information has been passed onto the local team who will arrange to have these matters inspected and put onto the system. 06/04/2023 Cllr SB to follow up with Roads	Cllr SB	01/06/2023 04/05/2023	06/07/2023	White lining completed on Woodside Road junctions

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2109	01/07/2021	05/10/2023	Additional AED for village	ED	<p>05/10/2023 - Installed and registered.</p> <p>07/09/2023 - Vet practice now advised will install on Saturday 9 September 2023</p> <p>06/07/2023 - Not installed - JL chased Vet who chased electrician on 5 week old request to install</p> <p>01/06/2023 - Not yet installed. JL spoke to Rachel at the practice and she was unaware but she will follow up with the practice.</p> <p>04/05/2023 - JK has provided the AED unit to Vets for installation and go live which is hoped for soon</p> <p>06/04/2023 - Tarland First Responders have agreed to train Vet staff in AED maintenance when arranged with Vet.</p> <p>01/04/2023 - Thanks to BoL for funding approved enabling purchase of AED now received</p>	JL	05/10/2023 07/09/2023		Complete.

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2212	01/09/2022	02/11/2023	Trees overgrowing Craigour Road opposite Station Garage	WM	06/07/2023 - Noted some owners have cut back vegetation 04/05/2023 - Cllr AK will highlight the failure of process to adequately address road safety 06/04/2023 - Roads advised will report to owners and if not cut there will be "repercussions". TCC to investigate ownership and demand AC cut the trees before too late for nesting. 02/03/2023 - No new report available yet but expected soon for next meeting, and becoming urgent or birds will be nesting again - one year later!! 02/02/2023 - No progress. Noted one resident has taken matter into own hands to cut trees behind their property 05/01/2023 - Roads reported are surveying to establish requirement and if to add to	Cllr AK	Monitor	02/11/2023	Letters were issued by Council. Some residents have cut trees. Matter resolved for now. Close.
2311	07/09/2023	02/11/2023	Treatment of Weeds Concern Aberdeenshire Council is not treating weeds on roads and pavements leading to scruffy appearance and more important damaging the surfaces	WM	05/10/2023 - Rather selective treatment applied and gully drains cleared. 07/09/2023 - Concern received by TCC to be followed up for current situation by Cllr SB	Cllr SB	05/10/2023	02/11/2023	Closed for this season with advice treatment has been applied

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2309	07/09/2023	04/01/2024	Festive Lights Plan for 2023 and beyond maintenance and replacements	ED	04/01/2024 - Successful installation with new volunteers included. 02/11/2023 New features arriving shortly, paid for with grants from BoL and Marr Area. 25th November fixed for installation date. 07/09/2023 - 1. Repair lamppost fixtures 2. Seek additional funding 3. Source five replacement lamppost features 4. 2024 fund and purchase new feature for north window of Learney Hall	ED	25/11/2023	Festive Period 2023	Successful installation and dismantle, with new volunteers recruited as well.
2310	07/09/2023	04/01/2023	Winter Newsletter 2023/24 Publish and distribute for early winter period	CR	04/01/2024 - Quality Newsletter distributed to all households in TCC area with additional Hill of Fare insert and HoFWIG flyer. Thanks to Louisa Rouse as well as Colin and all involved in distribution including non TCC volunteers. 02/11/2023 - Excellent first draft by CR.Additions to be submitted for finalisation, printing and distribution in November. 05/10/2023 - Further planning for content, see above. 07/09/2023 - Decided all to submit ideas for Newsletter for 5/10/2023	All TCC	07/12/2023 05/10/2023	By 14/12/2023	Winter Newsletter successfully delivered with thanks from many.

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
2209	07/07/2022	04/01/2024	<p>Road Safety - Accident Investigation and Recommendations</p> <p>Arising from recent accidents at bends south of Birley on Kincardine Road concern is raised if there is follow up to improve road design</p>	ED	<p>04/01/2024 - Note with thanks the completion over 2 weeks in December of the road improvement.</p> <p>02/11/2023 - Contract has been awarded for works to be completed in next couple months.</p> <p>01/06/2023 - Cllr SB advised in the programme for this year. Listed as priority 2 so high on the list. Wrks to include improved markings, warning posts, etc.</p> <p>04/05/2023 - Officers have confirmed that jobs have been raised for the signage and marker posts for this location and the team have included this section in this year's Roads Maintenance Program for resurfacing and the lining will be done following this. No timing.</p> <p>06/04/2023 - Cllr SB awating timeline from Roads</p> <p>02/03/2023 - Road safety</p>	Cllr SB	Monitor	Early December 2023	Road improvement by Aberdeenshire completed December 2023

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
1801	04/01/2018		Community Action Plan Proposal to develop new CAP to replace the 2010 version, of which many objectives have been achieved although not through the planned route	LM Sub-Comm	07/03/2024 - Agreed to focus on the Local Place Plan and close the CAP issue 02/03/2023 - Agreed look at with LPP 02/02/2023 - With development of next LDP could be time to think about CAP, certainly Local Place Plan 03/11/2022 - Suggestion to obtain input from Torphins School and pupils when commence next CAP 01/10/2020 - With ever changing situation decided would not be able to engender adequate community input at this time. We did note to include the proposed village allotment project in the new CAP 03/09/2020 - Growing importance to develop with changing situation so will bring back for action after AGM 02/04/2020 - The letter to be sent to community groups	LM Sub-Comm	Monitor	07/03/2024	Close to focus on Local Place Plan
1801	04/01/2018		Community Action Plan Proposal to develop new CAP to replace the 2010 version, of which many objectives have been achieved although not through the planned route	LM Sub-Comm	07/03/2024 - Agreed to focus on the Local Place Plan and close the CAP issue 02/03/2023 - Agreed look at with LPP	LM Sub-Comm	Monitor	07/03/2024	Close to focus on Local Place Plan

Torphins Community Council
Action Log Closed Completed Items

Available Online at torphins.net

Issue Number	Date Open	Date Close	Description & Issue	TCC Owner	Planned Action	Action By	Plan Action Deadline	Actual Action Date	Completion Outcome
					<p>02/02/2023 - With development of next LDP could be time to think about CAP, certainly Local Place Plan</p> <p>03/11/2022 - Suggestion to obtain input from Torphins School and pupils when commence next CAP</p> <p>01/10/2020 - With ever changing situation decided would not be able to engender adequate community input at this time. We did note to include the proposed village allotment project in the new CAP</p> <p>03/09/2020 - Growing importance to develop with changing situation so will bring back for action after AGM</p> <p>02/04/2020 - The letter to be sent to community groups inviting participation has been approved by MAP. The matter is on hold until after the COVID-19 lockdown.</p>				
2403	04/01/2024	01/02/2024	Torphins School Inclusion and Equity Fund Proposal to support	ED	<p>01/02/2024 - Donation has been paid to the Fund</p> <p>04/01/2024 - ED to advise school of decision to donate £500 from TCC Hardship Fund and action payment</p>	ED	01/02/2024	16/01/2024	Donation completed