



**Torphins Community Council**  
**Serving the Electoral Districts of Torphins, Glassel & Tornaveen**

**Meeting Minutes**  
**Thursday 5th October 2017 at 19.30 hrs**  
**Learney Hall, Torphins**

Item No.	Description	Owner
1	<p><b>Present:</b> Hamish Booth (HB), Eric Day (ED) (Treasurer), Colin Rouse (CR), Campbell Gillies (CG), Nick Poulton (NP), John Lucas (JL) (Chairman), Andy Cowie (AC).</p> <p><b>In Attendance:</b> Cllr Paul Gibb (PG), Eleanor Day (Acting Secretary)</p> <p><b>Apologies:</b> Liz Moore (LM), Will Maclean (WM), Cllr Peter Argyle (PA).</p>	
2	<p><b>2.1. Intimidation of Noted Interest.</b> None.</p> <p><b>2.2. Police Report:</b></p> <p>PC Matt Cardno and PC Cameron Donald attended the early part of the meeting to introduce themselves and provide an oral report. A written Police report has already been received. Although crime in the area is low it does include violence, anti-social behaviour and house breaking. House breaking is mainly down to opportunistic thieves taking advantage of householders failing to lock their properties. Roads Safety crime includes speeding and parking dangerously around schools, particularly in Banchory. Wild Life crime is on a “be aware” basis. A speed check is being carried out in Kincardine O’Neil. CG asked if it would be possible to carry out speed camera patrols at Campfield to enforce the new 40mph limit. He also raised the matter of the 40mph sign (heading east) being obstructed due to the large hedge. Concern was also raised that drivers may well not remember they are in a 40 limit when leaving the garage and that a reminder notice - facing the garage exit - would help. JL asked the officers how Police Scotland felt about the proposal that Aberdeenshire Council adopts responsibility for enforcing road side parking. They indicated that, as they cover a large area with limited man power, this would help their work load considerably. JL thanked the officers for attending.</p>	
3	<p><b>Confirm adoption of minutes of meeting Thursday 7th September 2017:</b></p> <p>Approved: Proposed JL and seconded CR.</p> <p>ED asked it be noted that the minutes should only record the exact amount held in the bank and not make assumptions based on cash available but not yet deposited.</p>	
4	<p><b>Membership:</b></p> <p>Motion to co-opt Andrew David Cowie to the TCC committee with immediate effect. Proposed: John Lucas. Seconded: Eric Day.</p>	
5	<p><b>Finance Report.</b></p> <p>The September 2017 bank statement balance is £1,525.21 of which £500.00 is ring fenced for the new notice board</p>	ED

<p><b>6</b></p>	<p><b>Planning Matter:</b></p> <p><b>6.1. weekly List of Planning Applications:</b> Nothing to note.</p> <p><b>6.2. Bracken Hill Applications:</b> These applications will not now go before The Marr Area Committee until November due to the Roads Department having outstanding matter yet too be resolved. The meeting for residents has been rearranged accordingly.</p>	<p>ED</p> <p>ED</p>
<p><b>7</b></p>	<p><b>New Items:</b></p> <p><b>Development of communications between TCC and our communities of Torphins, Glassel and Tornaveen:</b> As Liz Moore was unable to attend the meeting, due to injury, this item will be flagged up at the next meeting.</p> <p><b>Learney Estates - Scoping Process:</b> Review documentation and develop TCC response. HB has gone over this in detail and advised the meeting that all seemed to be in order. He will submit a letter on behalf of TCC to this effect.</p> <p><b>Dunecht Estates - Woodland Creation Hill of Fayre:</b> Review documentation and develop TCC response. HB will submit letter of behalf of TCC.</p>	<p>HB</p> <p>HB</p>

8	<p><b>Open Actions:</b></p> <p><b>8.1. Torphins Emergency Response Plan:</b>  Following submission of the Plan (June) it was agreed that the Marr Area Manager could share it with Aberdeenshire Council colleagues and the emergency services:- Police, Fire &amp; Ambulance.  Having heard nothing further JL e-mailed the Marr Area Manager (today) requesting an update.  Following our £2724 grant application to SEE, JL advised this had been successful with the award of £2335. This will be used to purchase the equipment required including generator, lighting, etc.  Discussion took place regarding the size of generator specified and where it would be stored.  JL asked Cllr PG if acknowledgement of SSE's support may appear on the document. Cllr PG will make enquiries and revert. He also kindly offered to provide copy of the Ballater Plan for TCC's information.</p> <p><b>8.2. Forward Plan progress report:</b>  CG advised a list of additional items from the last meeting:- Photographs of Waulkmill Bridge; bench at Learney Hill; foliage obscuring 40mph limit sign at Campfield; verges.  CG asked for any further additions. Christmas lights to be included.  ED advised that AC had sent a form for completion regarding electricity consumption at the lamp posts for Christmas lights. Also a reminder of the PAT requirements prior to installation of the lighting. Norman Morrice had kindly offered his serviced to carry out the testing.</p> <p><b>8.3. Extension of 30mph limit north of the village:</b>  NP is still awaiting a reply from Angela Funk (Senior Roads Engineer) and will write again. Cllr PG advised that Angela has recently been off work but understands she is now due back. NP advised that the forthcoming felling of trees in the Learney Woods, adjacent Learney Avenue, would result in more lying water on the road. All the more important to have the 30 limit moved.</p> <p><b>8.4. Notice Board Map of Torphins - Sourcing and Funding of New Notice Board:</b>  Funds acquired to date:-  Bread of Life - £500 (Only available until Dec 2017).  Marr Area - £1850 (only available until April 2018).  Additional applications for funding have been submitted to both Scotmid and TESCO. With TESCO, it could be 6 months before we hear from them with no guarantee of funding. Scotmid has responded with the offer of £100 in vouchers. ED advised them that it was actually hard cash we were hoping for and Scotmid suggested the vouchers could be used as raffle prizes, etc.  An application for funding has now been submitted to The Big Lottery.  A Notice Board to meet the needs of TCC would cost in the region of £4000 and if funding needs cannot be reached TCC may have to look at lesser alternatives. It should be noted that Lumphanan CC has shown interest in acquiring TCC's current free standing notice board. For further discussion with LTCC when appropriate in order to establish a purchase price.</p> <p><b>8.5. Torphins Park Update:-</b></p> <p><b>8.5.1. Play Equipment:-</b>  ED discussed the matter with Bill Higham. There is still no money in the budget to repaint the equipment but Bill confirmed that any broken paintwork / bare metal would be treated and fresh paint applied. He hopes to run this in tandem with the zip wire change-out.</p>	<p>PG</p> <p>CG</p> <p>NP</p> <p>ED</p> <p>ED</p>
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	<p><b>8.5.2. Drainage:</b> Two AC officials were seen in the park last week with a measuring wheel. JL to e-mail Bill Higham for an update.</p> <p><b>8.6. CPR Training:</b> Sarah Pine has organised a community training session in the Learney Hall, Torphins, on 12th October at 7.15pm. To date there are not enough people attending. Elaine Ross, Acting Headmistress of Torphins Primary School, has been approached to see if she can help boost the numbers by advising parents of the planned course. TCC members are encouraged to attend and advise other.</p> <p><b>8.7. Wreath Laying on Remembrance Sunday:</b> PG advised that all three Marr Area Councillors had several ceremonies to attend on Remembrance Sunday. Cllr Peter Argyle will lay a wreath at the Torphins War Memorial on the Sunday afternoon along with representatives from the British Legion. JL asked if AC would be available to play his pipes at this ceremony to which he agreed - subject to his other piping duties earlier in the day finishing on time. JL to check with PA.</p> <p><b>8.8. Feedback on surfacing of William Street:</b> PG had spoken with the AC Roads Department who advised that, to avoid a skid risk, each side of the road had been repaired with chipping &amp; tar while the centre of the road was left untouched as it was not in need of repair. It was noted that both Innermarkie Wynd and Grampian Terrace are also badly in need of repair work. PG advised that there were many side roads in the area requiring attention. JL to send e-mail to PG with details and he will take the matter up on TCC's behalf.</p>	<p>JL</p> <p>JL/ED</p>
<p>9</p>	<p><b>Correspondence:</b></p> <p>NP had received a letter from a resident in respect of night time lighting at the Church. JL asked the letter be circulated and discussed at the next TCC meeting once all members have had the opportunity to see it.</p>	<p>All</p>
<p>10</p>	<p><b>10: AOCB</b></p> <p><b>10.1. Aberdeenshire Local Outdoor Access Forum (ALOF):</b> HB attended a meeting of the above forum where it was recommended that each Community Council should have a Business Plan setting out its aims and objectives. Moray already has one and Ballater has a Business Association run by the CE of Craigendarroch. It was felt that Torphins had too few businesses to warrant a Business Association and it was possible that TCC meetings did in fact plan ahead for the benefit of the village and its surrounding areas. HB handed out copies of the ALOF Newsletter for information.</p> <p><b>10.2. Aberdeenshire Council - "Place Standard - How Good is Our Place?":</b> ED &amp; JL attended the above meeting. The Place Standard is a tool used to assess places - whether well established, undergoing change or being planned. JL &amp; ED felt the exercise involved would be of benefit to the Torphins area and would highlight best practice and where things could be improved or introduced. Various groups would need to be involved and the final exercise could take up to 3 hours. A facilitator would be available from AC to guide TCC through the process. JL will flag this up as something which TCC may set up. For discussion at the next TCC meeting.</p>	<p>HB</p> <p>ED/JL</p>

10 Cont'd	<p><b>10.3. Scheme for the Establishment of Community Councils update:</b>  AC Councillors agreed, at their recent full council meeting, that the latest issue of the document be adopted with Karen Miles (AC Head of Legal) being delegated to handle representations during the ensuing 21 days consultation period. There will be a 12 months transition period, running from 18th April 2018 to 17th April 2019, over which all CCs will be required to comply with the new Scheme.  The TCC Constitution will be updated in line with the Model Constitution contained within the Scheme document. JL asked Cllr PG if the Model Constitution would be available in Word format (rather than PDF) in order to minimise having retyping of the whole thing.  AC's Leader (Jim Gifford) commented at the meeting that should CCs wish to increase the maximum numbers recommended for each CC they should make representation to their Area Manager. TCC currently has 5 minimum with 12 maximum which would be 5 minimum and 9 maximum under the new scheme. A maximum of 9 is felt to be too few. For further discussion.</p> <p><b>10.4. Roadside Parking:</b>  Currently, Police Scotland is responsible for road side parking and AC is responsible for car park parking. AC is proposing to assume control over road side parking from Police Scotland (which Aberdeen City has already done). This is supported by Police Scotland due to availability, and allocation, of manpower.</p> <p><b>10.5. Recycling Bins:</b>  The recycling bins, in the park car park, have been restructured and now comprise 3 x clear glass, 3 x green glass and 2 x brown glass. The document issued by AC's recycling people said there would also be textile recycling provided at mini recycling centres. JL asked Cllr PG if he could find out the position on when a textile recycling bin would be made available. It was noted that there is a Salvation Army recycling container in the car park at the side of Scotmid, which accepts only items suitable for reuse, and a recycling container, at the school, which accepts textiles for recycling.  Garden waste recycling will, still, not be made available in Torphins.</p> <p><b>10.6. Crow's Nest Recycling Centre:</b>  It has been observed that the clarified parallel parking configuration appears to be causing queues of vehicles awaiting access to the recycling skips. Previously, diagonal parking was adopted by many users (although parallel parking was intended by AC) due to the parking area having been hatched with diagonal stripes which some users took to be parking bays - albeit somewhat narrow. This caused problems when vehicles with trailers used the site and when users observed the intended parking arrangement.</p> <p><b>10.7. Pitmedden Road at Campfield:</b>  CG advised that this road is rutted and potholed. Patching only lasts a short time due to heavy vehicle usage, including tractors, and as the road is narrow vehicles often use the entrance to his driveway as a passing place causing further damage. CG asks that a proper passing place be constructed, opposite his driveway, as there is space available to do this. Cllr PG asked CG to send him details and photographs to allow him to look into the matter.</p>	All
11	<b>Next Ordinary Meeting: 2nd November 2017 at 19.30 hrs in Small Learney Hall.</b>	PG
12	<b>Meeting closed at 21.10 hrs.</b>	CG/PG

Thanks go to Eleanor Day for the taking & preparation of the above Minutes.

Adoption of Minutes: Proposed: Nick Poulton  
Seconded: Eric Day  
Date: 13th October 2017