



Lumphanan Community Council

Minutes of Meeting on 4th September 2018

Meetings held monthly on the first Tuesday evening of the month at 1930 in the kitchen of the Village Hall

		Assigned Initials
1	<p><u>Welcome</u></p> <p>Present: Kenny Bain (KB) Chair, Gerd Ubelhor (GU), Cllr Paul Gibb (PG), Peter Martin,(PM) Michelle E. Vickers (MV treasurer), Ron Bruce,(RB),</p> <p>Apologies Sheila Allan,(SA) Viv Sugden (VS) Cllr Geva Blackett (GB)</p> <p>Absent: Cllr Peter Argyll (PA)</p> <p>Public: Fiona Culbert, Minutes (FC) Kirsty McLeod (KS and Lucy Styles (LS) Marr Area officers, Aberdeenshire Council, Steven MacLean (SM) Jane Jeffries (JJ)</p>	
2	<p><u>Intimation of noted interests</u></p> <p>None noted</p>	
3	<p><u>Minutes of Previous meeting and Matters arising</u></p> <p>Read and approved</p> <p><u>Corrections and Adoption of Minutes of the Last Meeting Minutes:</u></p> <p>Minutes: The previous minutes were accepted as proof. Proposed – PM Seconded - KB</p>	
4	<p><u>Finance Report</u></p> <p>Finance Outgoing treasurer JJ gave a financial report. The Community Council Balance sits at £ 1838.54. JJ to arrange for an external audit by Margaret Howie community member. JJ will liaise with newly appointed treasurer MV. JJ advised that she has not found approved accounts for the periods 2016-17 nor 2017-2018 therefore the LCC has not received funding from the Aberdeenshire Council,</p> <p>KM advised that as far as she was aware the grant payments were up to date apart from this Calendar year and that once the accounts were audited and submitted the grant will be issued.</p> <p>KB asked about the payment for the Poppy wreath. It was confirmed the contact name is Mr Ian Thomson.</p> <p>MV asked who were the current signatories . Currently it is JJ and KB. The issues of current signatories was discussed and it was proposed that MV, KB and PM be signatories. JJ to coordinate transfer.</p>	JJ MV PM



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	<p>Expenses Claims No claims</p> <p>Accounts for 2017/2018</p> <p>JJ advised that once the accounts are audited these and a constitution would be required for a grant for Christmas lights. JJ to liaise with MV to progress this.</p> <p>Thanks were given to Jane for her long standing service to Lumphanan community council.</p>	All
<p>5</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p>	<p><u>Open Actions: Updates</u></p> <p>Emails: who is getting what? GU, PM, MV advised they are receiving emails via info@lumphanan.org but not the police report nor planning applications. KB to address this</p> <p>Meetings at Ballater/Torphins There are community council meetings on Thursday at Torphins and Ballater on Monday 10 September MV to attend</p> <p>Path Group meeting in Lumphanan: report No further update but KB advised that SA had fed back that the group is looking at insurance to enable it to undertake work. MV advised that she was also member.</p> <p>New Constitution KM advised that there a draft constitution had been issued earlier in the year and that she would forward a copy to KB for circulation with the community council. A draft consultation had been provided by LCC in spring this year but may need amended to reflect the views of the current membership. KM advised that an EGM needs to be called to approve and this is required to be done by the end of September 2018</p> <p>KM gave an overview of a sample constitution and highlighted points for consideration and discussion Membership – the community council needs to have a minimum of 5 members. It can have two junior members (aged 14-15) and can include two members that do not reside in the area but who work, own a business or volunteer in the community. Cllr PG to email map of Lumphanan area</p> <ul style="list-style-type: none"> i) There should be a maximum of Eight members ii) Two youth members iii) Two open places for non residents who may also be a member of another community council iv) To include the option to co opt associate members, but who will not have voting rights v) It was agreed that no time limit will be placed on all office bearer positions vi) Meetings will be held at monthly interval as required and feasible, with not less than five ordinary meetings and one AGM in any twelve month period 	<p>KB</p> <p>MV</p> <p>KB</p> <p>KM</p> <p>PG</p>



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<p>5. 5</p>	<p>The above proposed amendments were agreed unanimously. To amend the LCC consultation accordingly an EGM needs to be convened and the proposals agreed. Ten days' notice must be given to the community. It was agreed to hold an EGM on Thursday 20th at 6.15pm 2018, Lumphanan Hall Kitchen</p> <p>Proposed community consultation event on 20 September 2018 Discussion on timing of the event and content ensued and it was agreed the event would take the format of a "conversation café". SM advised that the Golf Club had no notification of the event. MV agreed to contact all groups that was on the original list compiled by VS KB to put information on the local social media sites</p>	<p>ALL</p> <p>MV KB</p>
<p>6</p>	<p><u>Correspondence</u></p> <p>i) Invitation to a Community Resilience Conference on Tuesday 30th October, at the Fire Service HQ Cambuslang. KB advised that he would like to attend in preparation for developing a Resilience plan for Lumphanan. KB to contact Alan Sibald from the Aberdeenshire community safety partnership / Monymusk LCC to discuss further.</p> <p>ii) Order for the Flowers/Bulbs from Aberdeenshire Council. KB advised that Bill Donald the community member who has kindly managed and maintained the flower displays in the village has decided to stand down from next year so the order would have to be submitted and new volunteer (s) sought. The community council wished to express their thanks to Bill and his wife Pat for all their hard work over the years.</p>	<p>KB</p> <p>KB</p>
<p>7 7. 1</p>	<p><u>Planning matters</u></p> <p>SM raised concerns from community members regarding the height of fencing on the main road and wished to ascertain the LCC views. SM advised that retrospective planning was requested by residents of the area for the but this was not granted. An enforcement order was issued to reduce the height to the approved height of 1.4m,</p>	



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<p>7. 2</p>	<p>Cllr PG advised that he would contact Bob Thomson the Planning Enforcement officer for clarity regarding this situation and will feedback via KB. KB advised that as far as LCC was aware not retrospective planning had been issued.</p> <p><u>Weekly planning applications</u></p> <p>No application were made on the Aberdeenshire Weekly List August 2018 Any applications Registered within the Marr Area of Aberdeenshire Council can be viewed online at https://upa.aberdeenshire.gov.uk/online-applications/.</p> <p>It is noted that Community Councils wishing to be consulted on an application should contact the local planning office within 7 working days. Any comments from community councils should be submitted within 14 days, unless an extension of time for consultation has been agreed with the planning officer.</p>	<p>PG KB</p>
<p>8. 8. 1 8. 1 8. 2 8. 3 8. 4 8. 5</p>	<p>AOCB</p> <p>Derelict building(s). KB raised that there is a derelict building in Faburn Terrace which local residents are concerned about. PM advised that a serious disrepair order can be issued by the council and PG is to explore this</p> <p>Minutes of the July AGM meeting still to be circulated and approved</p> <p>SM returned the keys to the LCC notice board as Audrey Maclean, community member who had been kindly managing the notice board no longer wishes to do so. The community council issued a vote of thanks to Audrey for her work managing the board.</p> <p>KB to ask Ros Buckingham if she would keep the keys for public access and would put a notice on the board accordingly</p> <p>EGM and Community event GU to book the hall 6-9pm on 20th September (at £8.33 per hour, GU confirmed do not usually get charged for kitchen hire)</p> <p>Community safety</p> <p>KB suggested that community safety be put on the LCC agenda. The role of the South Marr community safety group (SMCSG) was discussed, it is a group that meets in Aboyne every 6 weeks which is supported by police, fire and rescue and Aberdeenshire Council. MV volunteered to attend. Norma Maikin is the contact.</p> <p>Dess Fall – MV raised concerns regarding parking at the corner at Dess falls and the potential impact on road safety. MV to raise at the SMCSG and concerns to be taken back to Aberdeenshire Council</p>	<p>PG KB GU MV MV</p>



<p>8. 6</p>	<p>Cllr Gibbs report</p> <p>Pllr PG advised that the village toilet block is about to be sold and is on the disposal register and is available for purchase at c £5k (two prices one standing one demolished)</p> <p>BCCC Sent the contact details [Anne bcccsecretary@outlook.com] for the Ballater and Crathie Community Council. Their next meeting is on Monday the 10th September.</p> <p>OATS Murray Swapp's email murray@outdooraccesstrustforscotland.org.uk has been sent to Sheila Allan. Murray works for Outdoor Access Trust Scotland [OATS].</p> <p>LCC Constitution and Training I contacted Janelle Clark and Kirsty MacLeod to ask that they arrange to meet with the LCC and help update the old constitution so that it honours the new Scheme For The Establishment of community councils. I also asked if it was possible to offer some training and guidance for both old and new members at the LCC meeting on September [4th].</p> <p>Police Reports I spoke to Sergeant Stephen Robertson, he advised that he forwarded the July report and that LCC have been added to the distribution list. For reference the police contact email address is AboyneUpperDeesideDonsideCPT@Scotland.pnn.police.uk</p> <p>Adoption of Roads Following up on Sheila's enquiry, Angela Funk [Marr - Principal Roads Engineer] advised that unfortunately no files or correspondence could be found in connection with the private unadopted road (Ur218) in our system. She asked I share this information with Lumphanan Community Council.</p> <p>The Adoption Procedure is set out in Aberdeenshire Council's Roads Policy Note 13. The standard that would be required for an existing road to be adopted are set out in Section 24 of our Standards for Road Construction Consent and Adoption. These are published on the Aberdeenshire Council public web site at http://www.aberdeenshire.gov.uk/roads-and-travel/roads/new-developments/</p> <p>It is highly unlikely that this road in its current condition could be adopted. It could only be adopted if the frontagers paid for it to be brought up to adoptable road standards. If a road is narrow it doesn't need to be a two-lane road, but would have to have adequate passing places for the type of traffic anticipated with inter-visibility between passing places. There maybe have to be suitable provision for pedestrians. Surface water and sub-surface drainage would have to be fully functional, and the</p>	<p>PG</p>
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8. 7	<p>road structure would have to be in a condition that no further maintenance would be required for a period of 20 years after adoption.</p> <p>The Council would only adopt an asset rather than a liability.</p> <p>Roads will produce a schedule and estimate cost for these works in consultation with Roads Development. We would consult with the frontagers to establish whether they would be willing to undertake and pay for these works. If they do so, then we would adopt the road when the works have been completed in accordance with Aberdeenshire Council's standards.</p> <p>Once the road was of an adoptable standard, Roads Development would prepare a schedule and plan showing the means of exercise of the public right of passage as well as the areas to be adopted.</p> <p>The Road Adoption process requires a lot of work. The team has a full programme of existing commitments and road adoptions would be not prioritised as delivering the agreed maintenance and improvement programme has priority.</p> <p>MV suggested that the recycling proposals for Aberdeenshire council be discussed next meeting</p>	MV
9.	<p><u>Date of Next meeting</u></p> <p>Agreed EGM on Thursday 20th at 6.15pm, Lumphanan Hall Kitchen. Followed by community consultation event.</p> <p>Next ordinary LCC Meeting: Tuesday 2 October 2018 7.30pm, Lumphanan village Hall Kitchen.</p>	