

Udny Community Council (UCC) Meeting  
21<sup>st</sup> June 2023  
Venue – The Medan Centre, Pitmedden

MINUTES	ACTION
<p>GN opened and welcomed everyone to the meeting.</p> <p><b>1. <u>Approval of Previous minutes.</u></b></p> <p>Discussion was had as to April 2023 meeting minutes. Clarification provided that the April minutes will now be sent to the Area Office having been approved previously. They were the subject of a complaint/query and also the subject of discussion at our May Meeting. With regard to the May meeting minute, they are approved by CW seconded by MK.</p> <p><b>2. <u>Apologies.</u></b></p> <p>See Above.</p> <p><b>3. <u>Non UCC Visitors</u></b></p> <p>None</p> <p><b>4. <u>Police Report.</u></b></p> <p>Noting we were to have police presence at our meeting however no one had attended tonight.</p> <p>An update was provided from police report with regard to pop up bobbies. 1 pop up bobby will be placed throughout Formartine now but only in daylight hours and will be moved every 24 hours. The police report from May confirmed Community Councils (CC) could now purchase their own but would require to liaise with the Police about this and agree set locations.</p> <p>Discussion as to the thinking behind the pop up bobbies: the roads department did not want the flashing signs now showing the speeds vehicles are travelling at and will not pay for them and therefore the idea for the pop up bobbies was born. The question raised as to where a CC wants to buy them, why will the council not support them? Other CCs (potentially Foveran, Tarves and Methlick) had wished to buy them. The cost to buy the flashing units at the time was approx £1600 with batteries and the same pole previously in place for the flashing signs before they broke or required repairing would be used. This mean that the sign would be permanent and a substitute for the Council flashing signs being moved around. There has been somewhat of an ongoing battle between CC and the Camera Partnership. As a CC we are able to take this up with the Camera Partnership again but agreeing we should discuss whether we can obtain a pop up bobby. CW to enquire with the police about this.</p> <p>Belhelvie CC talking this week about getting Airtags to track them.            CW to do a social media post re the pop up bobbies – a resident has given permission to use the pop up bobby picture on FB that she had previously posted.</p>	<p style="text-align: center;">CW</p> <p style="text-align: center;">CW – before next meeting</p> <p style="text-align: center;">CW – next</p>

<p>Concern raised as to purchasing a pop up bobby and it being to be vandalised as soon as they are in place. If that were to happen, then we maybe need to go back to the drawing board.</p> <p>Agreement that a team of people needed to move the pop up bobby about if we purchase one e.g. rota for a team of people.</p> <p>Discussion as to the potential for cameras? Aboyne apparently have cameras. Any cameras would need to be a Camera Partnership camera to allow conviction/fine i.e. it must meet a certain specification. Suggestions we contact senior/divisional commander in Aboyne and also Mid Deeside CC also. All in agreement.</p> <p>Other police update is that Inspector Mark Young is moving as of 3<sup>rd</sup> July 2023 and T/Inspector Rae Christie start his new post as of 3<sup>rd</sup> July 2023. CW confirming she will forward T/Inspector Rae Christie's email address to MK for contact for meetings (TEAMS) and to clarify who is covering Formartine – PS Graeme Smith.</p> <p><b>5. <u>Treasurers report.</u></b></p> <p>MK confirming no transactions since 12<sup>th</sup> April 2023. Balance of £1675 still exists and is committed as per last months Treasurers report namely £648 is reserved for Udney Green, £585 is reserved for the bench (Amenities grant) and £32 is reserved for URG funds. This leaves £470, which in the absence of receiving this current year's admin grant, would be spent on the Secretary's honorarium. However, we expect to receive this year's admin grant of around £650 following submissions of last years accounts, approved by the UCC committee and the draft minutes of the forthcoming AGM.</p> <p><b>6. <u>Declaration of members Interest.</u></b></p> <p>None. A brief discussion by members took place as to transparency declarations and a reminder of this from our previous meeting.</p> <p><b>7. <u>UCA Update</u></b></p> <p>GB confirming next meeting on 17<sup>th</sup> July 2023. UCA have received funding for more trees from Woodland Trust. They have compiled all information from the open day (public consultation) and this will be sent out on 29<sup>th</sup> July for circulation to all groups looking for comment on it. Nescan going to apply for more funding through Transition Fund.</p> <p><b>8. <u>URG Update</u></b></p> <p>Background provided by members to Aberdeenshire Council members attending and with reference to the Special Meeting minutes from 7<sup>th</sup> June 2023 published on our website. They provide background as to how the situation with URG has come about and with reference to the guidance from the Area Office that has been provided to UCC.</p>	<p>couple of weeks</p> <p>CW – before next meeting</p> <p>CW – before next meeting</p>
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GB confirming he has been completing the Audit of URG. CPJ for information clarifying that all Councillors are ex-officio members and should be invited to all meetings. CW apologising for the invite to the special meeting not going out to them and stressing this was not deliberate and was merely an oversight on CW's part for which she apologises for.

A brief background to URG for Councillors attending meeting as to how it was formed and that it had started around May 2022 when Colin Duncan, our previous Secretary was making enquiries as to what we would require to do to set up a resilience group.

Agreement that the URG Audit report can be used as part of the minutes.

The URG information was thereafter looked at under specific headings – A brief discussion was had as to Insurance – emails show contact between URG members and insurance company. Question raised as to whether we know if UCTC have accepted our current insurance for the grant they have previously confirmed will be provided to URG? We do not think so but this will need to be confirmed.

Confirming on the back of the Special Meeting we asked URG to pause matters and we asked for 6 main points and the written Audit compiled from information provided to date by URG and other information that we have come across in other communications.

Insurance – Question asked if our current public liability insurance covers the activities of URG?

An all members discussion was had whereby our understanding as CC was that the insurance we currently have does not cover the generators or other equipment for damage and theft. This seems apparent from our insurance documentation via the Zurich portal and also from verbal confirmation from the Area Office.

Inventory of items from URG. We have been informed and GB has been told by MM that all that has been purchased so far is generator worth short of £15k. This is apparently located at Newmech premises near Newmachar. There has also been a water pump purchased, however no value has been given for the water pump.

GN asking if we know if the relevant paperwork for the grant has been logged with UCTC and specifically asking if MK has this information in his position as Treasurer for UCC? MK looking at this but no answer able to be provided, he is not sure.

GB confirming the inventory of items to date that we have been provided with by MM contradicts what has been stated in meeting minutes previously with regard to URG reports e.g. there has previously been mention of radios, sand bags, containers. There was also a public Facebook (FB) post that confirmed that 2 x generators had been purchased.

Confirmation from the FB post on 15<sup>th</sup> April 2023 that URG stated 2 mobile generators have been purchased. The 2<sup>nd</sup> mobile generator has therefore not been declared.

Discussion as to lack of consistency with the information sent to us from URG/MM. Some of it was sent to only GB, some information sent to all

members. It was also sent in piecemeal. The information that both GB and also MK have had to sift through has been voluminous.

The question as raised as to confirmation of security for the generator and trailer and where it is located just now. We understand it is at Newmech but presumably the liability would be for UCC if something were to happen to this. Comment made as to the generator and trailer oftentimes also been parked outside MM' house.

As to the contained clarification provided that it is likely the container has been given to the community by Aberdeenshire Council and that this is something that is happening quite frequently with this type of container. No members are aware as to who has the keys for this container.

Current volunteers and what roles and responsibilities they have and for names and contact details. As discussed at the Special Meeting it had been discovered that URG have formed a management group. The contact information as to the management group has not been provided directly to GB. URG has refused to provide their details due to a perceived data protection issue. All members discussion took place as to data protection with CJN confirming that as URG are UCC, the information would be for URG to provide to us. This has also verbally been confirmed to GN by the Area Office.

Current certification or planning / training, URG have made contact with **Chain Link** for training for chain sawing. MM has said that all risk assessments have been completed. No risk assessments have been forthcoming however. Discussion and agreement as to the current public liability insurance not currently covering this type of activity.

Further discussion re insurance. A general discussion between members was had as to the wording in emails as to insurance from Zurich and MM and debate as to how this is interpreted – is the 'would be' covered to mean we are covered or simply that once activated, URG will be covered?

On URG audit page 3 there is some evidence of insurance from Zurich with MM appearing to clarify what cover we currently have. Zurich said public liability will provide cover for this but in the email it does not explicitly say that we have public liability and employer liability insurance at present. Area Office have said via telephone call that we must bear in mind that we do not know what the terms of the conversation MM had with Zurich i.e. his email to Zurich had referred to a telephone call and the email was a follow up to that. We have therefore been advised by the Area Office that we could interpret that it could cover these items but that we are not yet covered. If we needed this cover imminently, the insurance could cover this etc. We understand that with this type of insurance it would usually only be taken out when it was needed. Comment made by Councillors that at present, we did not appear to be aware that URG were completing any such activities. Members confirming that we are aware from URG FB activity that they have been out previously chain sawing trees that had come down. This would have required sufficient public liability insurance. Given the ambiguity re: the insurance, MK will check with Zurich exactly what is covered.

Question as to certificate for employers liability cover – this looks like certification that they have a policy. GN confirming that is for UCC as CC only

and that it is basic insurance only and where it is in place.

CW handing GB the current insurance docs printed from our Zurich portal.

All members confirming with Aberdeenshire Council members that we fully support URG but it needs review and agreeing that we require cooperation between UCC and URG to sort this matter out.

All members thanking GB for all the work he has done so far.

GB has an email that MM has emailed earlier today and which he has asked GB as URG liaison to be read out tonight at the meeting by GB.

The email itself appears to be CC'd to the management team of URG. N.B This email is included as a separate report to these minutes however a summary is below (*The contents of email in italic*):-

*I see from Agenda, GB is to be give an update on URG at the meeting. The email is sent by URG.*

Clarification at this point provided for minutes that MM is not the URG, they are not a separately constituted group.

*URG intend to set up an independent group once commitments fulfilled for funders etc. Providing apologies for late contact but URG had to ballot management team on this decision and holidays and work commitments have meant this was late.*

*URG inform UCC of intention to set up as a separate group, they wish to independent. Due to the pause implemented, they cannot apply for funding until pause is lifted. They request a pause on the group be lifted to allow the funding to be lifted. At this moment in time, URG cannot specify a final date on being an independent group.*

General discussion from members:-

MM has been sent an email on 25<sup>th</sup> May 2023 from the Area Office specifying what URG would require to do to be a separate group. A further phone was had by MM by the Area Office solidifying and clarifying the status of members of members of URG requiring to be UCC members and this took place on 1<sup>st</sup> June 2023.

The correspondence to date has members wonder if the URG as a whole are aware of this advice. In short terms, the Area Office advised that URG will be aware that URG do not have the right to withdraw from UCC unilaterally. It is UCC's decision as to whether URG can be a separate group. It is UCC's decision as to whether they vote for URG to be a separate group. They are still a subgroup.

All equipment and all funds are UCC's and they are not URG's. This is advice received from the Area Office directly.

Advice from the Area Office is also that the pause cannot be ceased nor lifted until the separation of the group is completed.

GB making the point that personally he thinks the pause should be lifted and that it is the best thing to allow them to apply for funding to get their own

insurance in place.

It being confirmed they may apply for funds to be a new group and lifting the pause would contradict the advice we have been provided by the Area Office.

The Area Office has suggested a 2<sup>nd</sup> Special Meeting taking place to allow the separation of the URG to be progressed.

With regard to the first Special Meeting, it was called to try and solve the issue however MM did not come along to the meeting.

GN confirming the Area Office advice with regard to URG and the report she provided is attached to these minutes separately.

Essentially, the Area Office will facilitate the 2<sup>nd</sup> Special Meeting to assist UCC/URG to facilitate URG stepping away from UCC.

On the back of the suggestion to organise a 2<sup>nd</sup> Special Meeting, GN confirmed she has already sent an email to MM on 15<sup>th</sup> June requesting the 2<sup>nd</sup> Special Meeting with URG and the Area Office and as of today's date there has been no response to this email.

Discussion from update from Area Office amongst members:-

All members are in agreement that we help URG to set up on their own – it is a natural progression for this type of group. There should not be a problem if there are enough people on board with URG to want to separate the groups.

Further discussion as to the pause on URG:-

Agreement between majority of members that in terms of removing the pause, we cannot do that as UCC liable and we are not being adequately kept up to date. Any funds being applied for would be in the name of UCC – we hear retrospectively or not at all about things happened.

URG also have no bank account and therefore they cannot apply for funding.

It is important to have this 2<sup>nd</sup> Special Meeting with the Area Office to move matters along. Suggesting we set up the meeting quickly and get it sorted.

Contact to be made with Area Office to inform them of the update. We will lean into the advice re: URG from the Area Office.

## **9. UCTC Update**

Update provided via email from Vikki Janetta, UCTC Community Engagement Officer

**Fayre** – we have about 13 Community Groups interested in being involved we will have things like Candy Floss, Treasure Hunt etc. Café is open as is the Udney Community Shelf. We anticipate having a wee table top type sale with local crafters etc and some free activities for kids to do. Please save the date Saturday 1 July.

We are still looking for **Volunteers** for **Baby and Toddlers** and **Open Doors**, essentially to welcome folks in and help with the catering, if anyone needs more info just get in touch.

Wullie has been short listed **for Inspiring Aberdeenshire 2023 - Beautiful Aberdeenshire Environmental Award!** We are super proud of all the work he has done in the garden.

**Litter Picks** and equipment (gloves, hi viz, bags) can all be hired out via the Café, thank you to Ruby and Sheila who collected 3lbs of litter from the park!

**The Café** the trial extended opening to 7.30pm was a success. Going forward, over the summer we are trialling opening to 5pm now on a Wednesday. It's been fantastic to see the garden busy after school.

**Grants** – deadline is past for the June Grants. The forthcoming deadline for next round of grant funding is Large Grants over £1000 Friday 22 September and small grants Friday 13 October. The grant process is open to voluntary / not-for-profit organisations and community groups to fund various projects / activities with the area of Udney, providing direct benefit to the local community.

**Baby & Toddlers** we now have the Health Visitor, Nursery Nurse and Breastfeeding Peer Support at our Baby and Toddler sessions, every Monday (term time only) alternate between morning 9.15-11.15am and afternoon 1.15-15pm.

**Our Open Doors** and **Baby and Toddler** Group operates term time only and will not be on during the school summer holidays. Weekly Walk will continue over the holidays, every Tuesday at 10am.

#### **10. Items carried over from last meeting:**

##### **(a) OP2 planning and Claymore homes meeting**

Suggestion of 26<sup>th</sup> July for meeting with Claymore which is the only Wednesday date the person from Claymore is available between end of May and end of July. This will be a Special Meeting to be publicly advertised with full UCC. CW will email everyone about the proposed dates and asking everyone to confirm their availability. We have also requested several times a 'talking points' document so that this can be circulated and relevant questions raised with Claymore at the meeting. As of today's date, this is awaited from Claymore/Baxter.

##### **(b) Local Place Plans.**

CW has been unable to complete further tasks surrounding this and with our membership number decreased, we need to now focus on finding new members and pulling together a subgroup.

CPJ suggesting contacting others in the community for their assistance and

GN- after meeting

feed back to participate in the subject and suggesting a name who CW will contact.

(c) West Coullie Croft update.

CW will contact the council to enquire.

(d) UCC Domain name update.

(di)MK needs to discuss this with the previous secretary, but he has been unavailable. A meeting to be pulled together with CW, the previous secretary and MK to discuss the current website and feedback to all members

(dii) costings to be discussed at next meeting and put on the Agenda

(diii) update to website and photos – CW will send an email to those members without photos and request a photo is emailed for uploading to the website. It is agreed the community should know and see who is on the CC.

(e) Pedestrian Crossing.

CW agreeing with CPJ that she will email a PDF of the questionnaire for both the pedestrian crossing and bus stop to him for uploading to the community website. We can then link it to FB and our website. CW is looking at our website as we do have a questionnaire function.

CW to email details to UCTC for them to also show to the walking group and we will have print outs at the Summer Fayre for UCTC on 1<sup>st</sup> July 2023.

(f) Speed Watch Update.

(fi) CW submitted an article to Pitmedden News which was published at start of June and included a poster for Community Speed Watch and a QR code to sign up to the scheme.

CW has inserted posts on the social media calendar for FB for community speed watch and will also email Colin Anderson at Aberdeenshire Council to see if there are any updates as to sign ups from our area. There has been no update on this otherwise.

(fii) Danger Driving Concerns – Discussion as to a message to a member about a cat being knocked down near Woodlands Steadings/Farm. There are dangerous driving concerns here with regard to farm machinery being driven very fast on the roads in and around this area. Neighbours have apparently discussed with the land owner previously and those involved had suggested they would speak to Police next if matters did not improve. The Police have now been spoken to and the residents have been advised there would need to be more people involved or concerned in order for action to be taken. There have been witnesses previously to an incident where a trailer nearly came off a tractor going at speed around a bend. GN has provided her contact details to those residents concerned and we shall wait to see if anything progresses here.

(g) Developer Obligations.

CW advising unfortunately nothing progressed with this. We shall need

CW – after meeting

CW – before next meeting

CW – before next meeting

MK/CW- Before next meeting

CW



new members/numbers in UCC to keep progressing.

- (h) Pedestrian signs between Pitmedden Gardens and the Udney Castle ground.

Further information emailed to Roads Department about this. Suggestion that UCC contact paths group (Steve Baguely) about cutting back the greenery at that point in the path/road.

**New Items**

(a) Guidance 7 of the Community Council Code of Conduct re: unacceptable behaviour. Discussion that this is a good document to have in the background and is the unacceptable behaviour policy from Aberdeenshire Council. Whilst it is suggested we follow it, no one is bound by it. Suggestion that we bring it into the next meeting for further discussion. It may need to be part of the Constitution and there is a formal process to go through for this. Discussion that this should cover all members and not just Office Bearers ideally/

- (b) New members

We need to think about the process of expanding UCC? CW will post on FB and website about looking for members and if members know anyone interested in please contact them to see if they want to come along to a meeting to find out more about UCC.

- (c) UCC logo – GN suggest put to next Agenda in August and all in agreement.

- (d) Improvements to Amenity of Towns and Village for the Benefit of all – 2023/2024 grant.

Ideas for use of this grant sought and after discussion, agreement on a little pick and a suggestion to contact Bob Bamlett for ideas re: planting etc for the entrance of the Village. Bob will hopefully have ideas as to how we can put this money to good use for the amenity of Udney. CW will email Bob and come back to everyone with a view to submitting the necessary by 30<sup>th</sup> June to the Area Office.

- (e) Next Years Spending

A brief discussion confirmed this had been a request for the agenda by a member who has subsequently resigned. Decision made that this be discussed at our next meeting.

- (f) Fundraising for UCC

We need to consider what we need for funding, where do we get it from. CW mentioning Community Fayre UCTC on 1<sup>st</sup> July. CW has books to wrap for a book lucky dip and we can do Hook a Duck which will allow us to raise funds for UCC.

- (g) Udney Green Parking

It being confirmed again that a member who has subsequently resigned had requested this on the Agenda. GN to ask residents at Udney Green what the issues are e.g. function on at the restaurant etc then there is a difficulty with

CW –  
before next  
meeting

CW –  
before 1<sup>st</sup>  
July

CW –  
before next  
meeting

GN to follow  
up if further  
is heard  
from  
residents

CW –  
before next  
meeting

<p>parking and congestion around the Green itself.</p> <p>Action point to be clear signage as to the car park? Awareness of the fact that if there is an event on we can also get a key to the school to park on the hard standing which led to a discussion about signposting the current car park? It appears not many people attending functions etc seem to either use it or know about it.</p> <p>CW to approach Anne Buchan at Roads department at Aberdeenshire Council to sign post the car park.</p> <p>GN to speak to Emma Gibb and the owner of the church to see if a sign can go on the railings or alternatively we can try and get this onto the railings at the school. Discussion and decision made that we should look to link with Udney Green Primary School on a campaign e.g. 'Make Our Green Safer' with a sign being designed by the pupils encouraging use of the car park and keeping the Green safe. GN to develop this before next meeting and CW to approach Aberdeenshire Council.</p> <p><b><u>Notable items sent by email.</u></b></p> <p>(a) UCTC community fayre – 1<sup>st</sup> July 2023 invite and fundraising/awareness ideas discussed at (f) above.</p> <p>(b) Planning Applications received for Mid-Formartine Woodlands and plots at Pitcow which have been emailed to members for comment. CW to complete a further post on Facebook and the website about this asking for people to give their feedback if they have any. No emails received to the new email address set up and advertised on FB for planning matters. CW – the feedback on FB I would say seems quite positive with people liking the post and commenting positively. Discussion that our previous objection was due to the number of houses and that it was not in keeping with location. Also comments as to surface water with the houses. Decision and agreement with all members that we will submit comments and not an objection. We have not been approached by any party to put in an objection. CW to pick through the relevant points from our previous correspondence so that points forming discussion around surface water etc are included. CW will then email it for review for all members.</p> <p>Pitcow – Confirmation that these plots cannot be seen from the road and there is understanding between members that plots have already been developed there. No comment etc to be made on this application.</p> <p>(c) Methlick Cycle Event - 16<sup>th</sup> July 2023 This will pass through Pitmedden Gardens and Udney Castle estate and we received notice about it from Meldrum CC. CW advised in correspondence that they should speak to the relevant landowners about permissions etc for the race and that we would advertise it accordingly.</p> <p>(d) Aberdeenshire Council's Place Strategy online Teams on 27/28 June 2023 CW confirmed this came through via email the other day and CW will email this through to everyone for discussion and for anyone to attend on these dates –</p>	<p>GN</p> <p>All and CW re: FB posts</p> <p>CW – after meeting</p> <p>CW</p> <p>GN – before next meeting</p>
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TEAMS.

**13. Points for discussion at next meeting.**

GN doing a round robin re: points and no one has any points to raise. All members individually confirming nothing further to comment.

**Meeting Closed 10.20pm**

**Next Meeting : Wednesday 26<sup>th</sup> July 2023 – Claymore Homes**

**We take a break from our usual monthly meetings in July and our next monthly meeting is**

**Date: Wednesday 16<sup>th</sup> August 2023**

**Venue: Medan Centre, Pitmedden.**

**Time: 7.30pm**

CW –  
before next  
meeting

GN

CW – in  
next 2  
weeks

CW –  
before end  
of June/start  
of July

	CW – after meeting
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