

UDNY COMMUNITY COUNCIL.

Meeting Minute of: 15th March 2023. 7:30 pm.

Location: Quarry Room, The Medan Centre. Pitmedden. *Minute by: Colin Duncan*

Community Council Member Attendees:

Matt Kaye (Treasurer/Temporary Chair)	Gary D. Bruce
<u>Colin Duncan (Secretary)</u>	Mike MacDonald
George Duncan.	Claire Woodward
Phil Coventry	Regina Noble-Hesdon
Sue Hebenton	

Aberdeenshire Council Members:

Cllr Andrew Hassan

Member of Public: Ina Clark

Minute: Matt Kaye proposed by Colin Duncan and seconded by George Duncan as Chair for this meeting due to resignation of Chairperson officer.

1. **Non UCC Visitors:** Planned attendees unable to attend. To be re-scheduled.
2. **Police Report** - Nothing of significance noted in Ward 8 report.
[Police Scotland contact email address for our area](mailto:Midformartinecpt@scotland.police.uk)
Midformartinecpt@scotland.police.uk (or call 101)
3. **Apologies:** . Cllr Derek Ritchie; Cllr Jenny Nichol
4. **Approval of previous minutes:** Proposed by George Duncan Matt Kaye seconded by Matt Kaye.
5. **Declaration of Members' Interest:** None presented.
6. **New Items....**
 - **Co-opt of Sue Hebenton:** Due to resignation of Chairperson, as per Constitution a position as Co-Opted member with voting rights became available. Co-opt of Sue Hebenton was Proposed by Colin Duncan and seconded by Matt Kaye.
 - **Speed Watch Update:** Confirmation that PoP-Up Bobbies are active around Formartine, indications to date are positive. Interactive Speed sign located at Lauren Cottages North end had been part of a

rotational 'traffic management program along with the Pop-Up Policeman. It was commented that observation of the temporary Interactive light proved to be effective with a large number of brake light activity observed throughout the day. To date a large number of the public have indicated interest in engaging with the Community Speed Watch Program.

- **Pedestrian crossing - Old Meldrum Road** - Further discussion confirming that issues regarding Old Meldrum Road pedestrian safety expands to areas west of the village boundary where the public footpath and recognised crossing point location to the Castle grounds presents high risk due to nonexistence of any Traffic signage indicating Pedestrian crossing. *Action: Survey of residents proposed to gauge the level of residents concerns and specific locations / cause.*
- **Microsoft TEAMS**: Current Teams App (Free Classic) being scheduled to retire as of 12th April 2023. Free App replacement has limitations as to record retention and permitted meeting duration. Teams Essential being the best option as fit for UCC needs. Fees are associated defining 'USER' fee of £3.00p + VAT per month. Microsoft information remains unclear as to the definition of 'USER'. Should this be for each participant then the costs shall be prohibitive. *Actions: Clarification on the definition of USER, Regina & Matt shall follow this up. Should costs be unavoidable make enquiry as to the potential for Aberdeenshire Council to extend their 'license' to include Community Councils. Cllr Andrew Hassan indicated he would make enquiries. CRITICAL matter is that retiral of Free Classic on 12th April presents a level of urgency in reaching solution!*
- **Liability Insurance**: Insurance confirmed for 2023 - 2024. Udney Resilience Group activities require validation with insurer as to cover provision for their specific functions. This in in progress by Mike MacDonald. Indication that a few specific activities have been submitted by their underwriters for consideration and validation. **In progress.**
- **Interim officer positions - Chair & Secretary**: Nominations were invited for both posts. Two nominations for Chairperson were received from, Mike MacDonald and Claire Woodward. Zero nominations for Secretary position.
Due to this members were advised that the Secretary role should not be measured against that of the retiring secretary.
A summary sheet of Secretary duties by week, month, quarter and annually was distributed to members.

In consideration of the Secretary Agenda and minute requirements our member Regina Hesdon-Noble intimated she would be prepared to assume this activity in support of the Secretary, also indicating a willingness to assist in other 'clerical' activities for the council. Considering the benefit of support, Claire Woodward, a nominee for Chairperson, intimated that with this support she would nominate herself for the Secretary position. This proposal was then put to the members to determine objection or acceptance. As no objection's tabled Claire Woodward was confirmed as Interim Secretary.

This being so the remaining nomination for Chair position, Mike MacDonald was then put to the members to determine objection or acceptance. As no objection's tabled Mike MacDonald was duly confirmed as Interim Chairperson.

The Position of Vice Chair being proposed for consideration. After brief discussion as to duties etc. Mike MacDonald proposed that Regina Hesdon-Noble for Vice Chair position. Proposal put to members, with no objections tabled therefore Regina Hesdon-Noble duly confirmed as Vice -Chair. *Action: retiring secretary to inform Area Office of change.*

Matt Kaye intimated that he shall take on the IT aspects of presenting the meetings and management of the website which shall direct these tasks away from Chair / Secretary activities.

7. Items discussed at Previous meeting. -

- **Udny Resilience Group**: Report summary (further details may be found on Udny Resilience Group facebook). Update noted below

Operations

- Access reinstated at popular Udny Green walking trail; three trees removed
- Secured funding from the UCTC to the sum of £32,518 to enable the purchase of our second mobile generator, ancillaries and installation of two changeover switches.
- First mobile generator has arrived and first changeover switch being installed at Udny Green Hall this week with testing / commissioning due to be started towards the end of March
- Storage for first generator agreed; terms being finalised
- Portable flood pump purchased with remaining money from the Resilience Flood Fund. Tested over the weekend and upgrading of hose couplings ongoing. Maintenance items purchased.
- Agreement signed with Aberdeenshire Council for 10ft container – should be arriving imminently.

Admin / Management

- First management meeting scheduled for 16th March, draft agenda circulated.

- Sponsorship and funding requested from a number of local companies to support ongoing operational expenses

What's next?

Operations

- Induction, competency and training matrix and PIPs to be written and approved by management team
- Begin to onboard volunteers and form teams for Flooding, Welfare and Rest Centres, Logistics and Power Generation following management meeting
- Purchase PPE for first 10 volunteers and VHF Radios – first PPE items ordered
- Finalising insurance details with Zurich to ensure our volunteers are covered for all aspects we ask of them (as per Ready Scotland guidance)
- Second tranche of funding from local business
- Agreements for equipment storage locations

Support required to succeed;

- Written agreements for use of rest centres so we have an auditable trail and solidify our position as part of the Community Resilience Plan – Claire supporting.

- **West Coullie Croft**: Flooding issues: Members were advised of ongoing issues of surface water runoff directed onto the access road creating serious risk for road users. Seasonal sub-zero temperatures have created an extremely hazardous situation for those adjoining the road. It is understood that the Council have performed an Inspection of the runoff source area. To date any report or action taken has not been available to the local community.
- As the conditions have shown no improvement it has been agreed that the UCC Chairperson shall make verbal contact with the land owner to establish an understanding of the overall situation. *Action: Mike MacDonald shall speak with Landowner and report back to the CC.*

Note received prior to this meeting:

"I can advise that this will be added to our Confirm Asset Management system as a service request.

This will trigger an inspection and may result in a Section 99 notice being served on the landowner under the Roads (Scotland) Act 1984.

Your details will be added as a contact so as it progresses you will then receive updates from the system.

Regards, Phil Leiper I.Eng FIHE"

- **Improvements to the Amenity of Towns and Villages for the benefit of all - 2022/23 Funding** :- Litter pick scheduled for later part of March 2023. Procurement of Bench pending bank details

confirmation to allow transfer of fund to respective party procuring item on our behalf. Procurement through the third party provides benefit related to tax implications. [Actions: Matt Kaye](#)

- **UCC Domain Name:** UDNY.ONLINE, Meeting with DEV4 and Matt plus Colin, seeking suitable date. [Action: Agree date and meeting format \(In person / Virtual\)](#)
- **Bus stop relocation:** Brief summary of proposal revisited resulting in no change regarding issues both for and against. Consensus reached in that this matter should be presented to the residents combined with the Survey of residents proposed to gauge the level of residents' concerns and specific locations / cause in a multiple mail drop covering both matters. [Action: Survey format template to be created and reviewed prior to presenting or printing. Combine with Old Meldrum \(B9000\) Crossing issues Colin Duncan to prepare survey Doc' 1](#)
- **Developer Obligations:** Details of acceptable Dev' Obl' projects available along with Imagine Udney outcome reports in our TEAMS Library. Discussions regarding what is valid or not led to brief consideration of what may be desired. It was suggested that a revisit to the Imagine Udney outcomes would be desirable, engaging the community with mind to refresh the Outcomes which may lead to potential projects suitable for Dev' Obl'. **REQUIRES COMMUNICATION WITH OTHER ACTIVE GROUPS....** [Who - When - What !!!](#)

8. Planning Applications: Appeal submitted re APP/2021/0546, Beauty hill JKR Quarry. Scot Gov acknowledged appeal doc on 26/Jan 23. Pending reporter decision. No change recorded as at 15th March 2023.

9. Notable Items sent by e-mail:

- **SEPA 2023 Opinion Survey:** Copied out to all members 3/3/23.

10. Finance report:

Treasurer advised all receipts and expenditures accounted for. Amenity of Towns and Villages funding reserved awaiting purchase of bench and Pitmedden Litter Pick. Accounts in good order. Details should they be required are available from Treasurer.

11. Udney Community Trust Update: The Medan Centre,

Open 6 days a week. Introducing Baby and Toddler group for Mondays.

Opening from 9am through 7pm on Wednesdays being considered

Walking Group events remain well attended. ??? on Tuesday.

Advised of Co-op community Grants, suggested that grant sum being £2000.

12. Climate Action Report (represented by Gary Bruce):

Climate Week North East due to commence last week of March. Further details of activity can be found on the following links.

www.facebook.com/UdnyClimateAction or [HTTP://Climateaction.udny.org](http://Climateaction.udny.org)

13. AOCB. . (Including any Udny settlement / trust updates, issues.)

- Community Council Secretary, Colin Duncan, confirmed his intention to stand down as secretary and member of the UCC effective as of the April meeting (April 19th 2023), Agenda for April meeting shall be provided. In the interim period I shall be available to share knowledge with newly appointed officers.
- Query regard outstanding fees due to Dr Spencer Hall, Udny Green. Phil Coventry shall contact previous Chair, Paul Bailey to confirm situation.
- Turbine feed had been down for month of February although income of £80,000 was achieved.

Next meeting shall be Wednesday April 19th 2023; commencing at 7:30 am.

Location: The Medan Centre. Quarry Room.