



# **BELHELVIE COMMUNITY COUNCIL**

## **APPROVED MINUTES of ANNUAL GENERAL MEETING**

**DATE: 19<sup>th</sup> October 2020 Teams Call-in**

**Chair:** David Wallace; **Vice Chair:** Alex McIntyre **Treasurer:** Ewan Phipps  
**Secretary:** John Fletcher **Planning Reporter:** Graham Middleton  
**Communications Coordinator:** Carlyne Wood

**Members Present:** D Wallace, A. McIntyre, E Phipps, C Wood, M. Brown, G Middleton,  
H Foxen, J Fletcher, D McKendrick

**Apologies:NR**

**Formartine Area Councillors Present:** Cllr A Hassan

**Apologies;**

**Visitors:** J Nicol, S Nicol, E Brown (Area Manager, Formartine, Aberdeenshire Council)

### **1. Opening Address (Retiring Chairman)**

The Chairman welcomed all present to the meeting, asked that all matters be addressed through the chair, also all participants to mute their microphone when listening so we can avoid background noises and feedback echo and only have it ON when talking. If a person would like to speak, there is a hands button to press on the small control panel on your screen, failing that put your hand up and Carlyne will monitor who requires to speak.

Thanks was given to Cllr A Hassan for agreeing to chair the proceedings and perform the duties of returning officer.

### **2. Introduction of All Attendees**

All attendees introduced themselves and were present as above.

The previous AGM MOM dated 17<sup>th</sup> June 2019 were reviewed at the July 2019 CC Meeting they were proposed by C Wood and seconded by M Brown.

### **3. Matters Arising from Previous AGM Minutes (2019)**

No matters arising

### **4. Chair Person's Report**

**Remarks cover the period since our previous AGM which was held on June 17<sup>th</sup>. 2019**

Over the past 16 months since our last AGM we have encountered significant challenges to how our Community Council both functions and operates. It seems like an age ago since we met in June 2019 at the White Horse hotel. In fact it was only days later that the hotel closed its doors and we moved our meeting venue to the Balmedie Leisure Centre. Then in March this year, as with the rest of the country, we encountered our biggest challenge yet as the full effects of the global epidemic took hold. Our monthly meetings became on-line ones as we adapted to the fast emerging lockdown rules but to our credit we didn't miss one monthly meeting even though we encountered lots of teething problems associated with access to the new meeting system.

On top of that we had also to operate in line with the recently introduced Scottish Governments' Scheme of Establishment which essentially mandated a uniform way for every Community Council in the country to be run. Following their model we developed and established our bespoke Constitution which has since been ratified and accepted by the Aberdeenshire Council and fully adopted by this Council as the way we go about our business and the statutory purpose of why we exist. It defines our role, our responsibilities and how we interface and integrate with the Aberdeenshire Council and its elected Councillors. It details how each Council gets established, how Community Councillors get elected and how meetings are called and managed. In conjunction with We also our new Constitution I have updated our appendix " Roles & Responsibilities" document which lays out the duties of all office bearers and members. I hereby commit both documents to the Council for formal registration as our said Constitution dictates.

I am also pleased to confirm a stable membership period over the past 16 months. We have ran with 9 full members (5 of which being office bearers) alongside the 4 elected AC members who represent our mid-

Formartine ward. Attendance at our meetings has been good and for that I would like to thank each and every one of you for giving up your free time and engaging in the effort to improve the living conditions and services within our Community. Sadly despite our concerted efforts we have no new members to report but we will continue to encourage additional membership.

I would also like to thank the Office Bearers for their hard work and dedication over the extended period since our last AGM namely; Alex McIntyre (Vice Chair) , John Fletcher (Secretary & Minute taker ) , Ewan Phipps (Treasurer) and Graham Middleton (Planning Reporter) and Carlyne Wood (our recently established Communications Co-ordinator). We also continued with our settlement allocations of members with Graham representing the Blackdog area, Carlyne for Belhelvie, Hilary Foxen for Potterton and Mark Brown for the Whitecairns to Kingseat area . THANK YOU !

I would also like to stress the importance of having some of our Formartine Area Councillors attend our meetings. Your guidance and counsel is key to us improving and becoming a more effective and efficient Community Council. We fully understand you are all extremely busy people and have a number of Community Councils to support but we need your help knowledge and your experience at our meetings. So I thank you for your past engagement and respectfully request that you all continue to make every effort to get along to our monthly meetings as your involvement is valued and respected. We also have been encouraged by the attendance at some of our recent meetings by officials from the Area Office in Ellon, please continue to get along when you can as you can provide great feedback around what the other community councils are doing in our region.

Special thanks also to Dan Wood for all his technical support around the development and enhancement of our Website along with our Facebook page, both of which has improved our ability to electronically communicate to with the communities we serve. We have also increased our external communications ability through greater and more efficient use of our bespoke e-mail portal. Thanks to Carlyne & Ewan for taking on the onerous task of administering this.

Another success has been the way we now interact and support all the other local groups and committee's in the area. We have been in attendance at all the planned meetings of the BCT (which includes Better Balmedie), the resident groups at Potterton & Blackdog and the Balmedie Country Park support group. These interactions and interfaces have continued to improve the standing and reputation of the Community Council (my personal goal when I became Chairman) so I would like to thank all the CC members who have given up their time to attend these other meetings. We have also been ever present at the quarterly Formartine Area Community Council Forums where we get our chance to interface with all the other CC's in our locality. I continue to be amazed at the commonality of issues we all have to deal with which makes attending this meeting important for us.

We continued to have future housing development challenges during this period the greatest of which was to provide comment to the AC Planning Department's 5-year Local Development Plan. This plan highlighted proposed developments in and around all our settlement areas. Special mention to Graham for his work in this regard.

We have also had a number of project successes during this time from getting signage erected, pavements, paths and cycle paths established or reinstated. We have continued to co-ordinate the Village Tidy scheme which has demonstrated its success with the general appearance of our living spaces. Thanks to John for his work on that one. We continue to work hard on making our communities safer, especially for our children, through our continued efforts to erect speed dampening signage in and around our village. Keep after that one Dave & Alex as things are definitely improving.

We have also championed the crusade to improve the local Bus Services throughout our area. Special mention to Carlyne on that one.

All these initiatives have in my opinion have enhanced the reputation of the Community Council and justified the reason for our existence.

In closing I want to thank each and every one of you who have contributed to these successes, for giving up your free time to attend meetings and chase things down in an effort to make our communities a better place to live within.

None of this success would have been possible without you.

## **5. Treasurers Report (E Phipps)**

Ewan Phipps gave the report on the Accounts

- The accounts have to signed and verified by a third party
- As per AGM guidance these accounts are made up to 31<sup>st</sup> Mar 20
- Accounts do not include Covid funding (received post 31<sup>st</sup> Mar 20)
- Total income £4,209 (includes 2 x admin grants 2017/18 grant paid late; Village Tidy funds)
- Total outgoings £3,243 (includes £1k loan to Balmedie Leisure Centre for fund raising activities)
- Closing Balance £2,229
- All village tidy funds disbursed to respective settlements
- Other misc expenses £200 (Laptop licence, strimmer hire, Website Domain Fee)

**6. Address by Returning Officer: A Hassan (Aberdeenshire Councillor)**

I would like to thank the members of the Community Council for their efforts throughout this last year and extended term. You have made the transition to online meetings, which not all CC have chosen to do and that should be applauded.

I commend the conduct of all your meetings as you continue to discuss the correct subjects giving them all consideration whether it is from members of the public or planning applications. It has been a real pleasure to sit in your meetings and I compliment you for this, I look forward to whoever is elected or re-elected tonight. I think this year will be a very hard act to follow and with it being an extended period you have met the challenge perfectly and I praise you for your efforts in this term of the Community Council. Moving on we have now got to elect the Office Bearers of the Belhelvie Community Council for the coming year.

Chairman – David Wallace, proposed by D McKendrick and seconded by J Fletcher  
Nomination accepted.

Vice-Chairman – A McIntyre proposed by D Wallace and seconded by D McKendrick  
Nomination accepted.

Treasurer – E Phipps proposed by D Wallace and seconded by A McIntyre  
Nomination accepted.

Secretary and Minute Taker– J Fletcher proposed by M Brown and seconded by D Wallace  
Nomination accepted.

Planning Reporter:- G Middleton proposed by D McKendrick and seconded by D Wallace.  
Nomination accepted.

Communications Coordinator:- C Woods proposed by J Fletcher and seconded by E Phipps  
Nomination accepted.

The Returning Officer thanked all members present and wished the new committee well.

He declared the 2020 Annual General Meeting closed.

Elaine Brown also thanked the BCC for continuing to meet during this difficult period and was sure it is appreciated by all.

**DATE FOR 2021 ANNUAL GENERAL MEETING 21<sup>st</sup> June 2021 @ 7pm**

**VENUE TO BE CONFIRMED**

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