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**Police Report (received after the meeting)**

**Crime trends and figures for Westhill for the period 06-09-2009 to 07-10-2009**

During this period the following offences were reported:

Two Thefts, 5 Theft by shoplifting, 3 Assaults, 3 Breach of the Peace, 1 rape, 7 Vandalisms and 1 domestic incident.

The 2 thefts were related to items stolen from motor vehicles and these have been detected. There were 5 thefts by shoplifting incidents at Tesco Westhill. One is still under investigation, 3 were dealt with by means of adult warning letters and one was a juvenile and is being dealt with by the Youth Justice Management Team. Out of the 3 assaults one has been detected and the other 2 are still under investigation. Out of the 7 vandalisms, 3 of them have no lines of enquiry which means the complainer has no CCTV and there are no suspects and house to house would have produced negative results. There is an ongoing enquiry for Elrick School where tiles on the gazebo have been damaged and 2 other ongoing enquiries related to damage to motor vehicles. The rape is still under investigation.

**Grampian Police Initiatives**

**Air Gun and replica Gun Campaign**

The force recognises that many people have legitimate uses for airguns, but others may have air rifles or air pistols which they no longer need and the force is asking them to hand them over for safe disposal.

It is not illegal to possess an airgun and the majority of users do have a legitimate reason for having one, but even legitimate users can benefit from education on the correct storage of airguns to ensure they don't fall into the hands of someone prepared to use it irresponsibly.

The airgun scheme will be launched at Inspire in Aberdeen on Friday 9 October. The month-long drive to take unwanted and unused airguns out of circulation was backed by the Justice Minister Kenny MacAskill, the British Association for Shooting and Conservation (BASC), the SSPCA, Crimestoppers and local Council representatives.

People will be able to dispose of airguns at special bins stationed at police offices across the force area between Friday 9<sup>th</sup> October and Friday 6<sup>th</sup> November.

The appeal will also cover replica firearms.

The campaign will be supported with posters and leaflets which will be distributed to schools and community centres throughout the Force area. The airgun disposal scheme will also be publicised on Aberdeenshire Live, Aberdeen City's i-kiosks and Grampian Police's own website, as well as on the force's Bebo and YouTube sites.

**Cash back for communities**

In May 2009, Justice Secretary Kenny MacAskill announced a further round of funding for youth projects from the CashBack for Communities scheme which would be available for distribution during 2009-10. Over £1 million additional funding was made available to youth organisations, from monies seized from criminals under the Proceeds of Crime Act, to help fund events and activities that provide opportunities and chances for young people aged 10-19 years.

The closing date for applications for this round of funding is Saturday 31 October 2009 and youth organisations who have good project ideas are encouraged to apply as soon as possible.

This year alone, £80,015 has already been taken from criminals and another £79,658 has been reported to the Civil Recovery Unit of Crown Office for confiscation.

	<p>There are still opportunities within the Grampian region to access these funds. Application forms and guidance can be found on the CashBack page at <a href="http://www.youthlinkscotland.org">www.youthlinkscotland.org</a></p> <p>PC Amanda White G0778</p>	
6	<p><b><u>Modus Operandi</u></b></p> <p><b>1. Constitution Review</b></p> <p>A Community Councillor was asked to review the Constitution to find out how the election of office bearers could be addressed better, as it was felt by both the Community Council and by some residents that the elections at the AGM took place too quickly, so were not demonstrable as democratic, despite complying with the constitution. It was suggested that application forms could be handed out beforehand like for the Residents' Association, or that election could take place at the next meeting. John Menzies will review the Constitution and put forward his recommendations at the next meeting. Anyone else with ideas should email them to John Menzies.</p> <p>A copy of the Constitution, Community Council handbook and Scheme for the Establishment of Community Councils will be sent to Iris Walker, Christian Allard, Becky Menzies and Nik Lomax also.</p> <p><b>2. Away Day</b></p> <p>This day could be used to discuss the 'vision' of the Community Council for the near future. It would have no agenda but would be structured to discuss the aims and goals of the Council. It would also be effective teambuilding for the Councillors. It was decided that this event will take place on the 28<sup>th</sup> November from 10am to 3pm at the Kernay Church Centre. John Menzies will speak to the Senior Management team at Technip to request a facilitator for the day. The community minibus will be taken, and Councillors should contact Beryl Menzies whether or not they are able to attend. Part-time attendance is possible but not ideal. A vote was taken to ask if the Local Councillors should be invited to attend (for - 7, against - 1), so the Local Councillors were also invited to attend the away day.</p> <p><b>3. Quarterly Focus/ Youth Review</b></p> <p>This was a suggestion that approximately four meetings a year were held with a shortened agenda (no urgent items arising) in order that a group or area of the Community Council could be focused upon (e.g. Youth Representatives). This will be discussed at the away day. A youth report will be compiled by the representatives for the next meeting. It was also suggested that a report from the Community Council should be sent to the press, pupil Council and other such groups after each monthly meeting, to improve contact with the wider community. Iris Walker will also review and report on the whole area of communication including ways to keep in touch with the community, for the next meeting. It was suggested that the minutes should be made more available, e.g. by posting them within community facilities such as the Church, Ashdale Hall etc.</p> <p><b>4. Protocol for Urgent items</b></p> <p>An urgent item refers to those that need to be dealt with prior to the following Community Council meeting, and when full consultation is not possible in the time available. In this situation, the Chairman or deputy will compile a response which will be passed to the other office bearers before being released to the press or other bodies. Such communication will be copied to all Community Councillors for possible discussion at the following meeting.</p>	<p>John Menzies</p> <p>Beryl Menzies</p> <p>John Menzies</p> <p>Becky Menzies / Nik Lomax</p> <p>Iris Walker</p>

7	<p><b><u>Election of new Community Councillors</u></b>  Beryl Burbidge has stood down from the Community Council, leaving us with 13 out of a possible 15 adult members (with a quorum of 5 voting members). Co-option of over 15 members can take place, but those extra members will not be able to vote. Ian Forsyth will remind the community that we hold open meetings and have vacancies, in his article in the next Bulletin.</p>	
8	<p><b><u>Relationship with Ward 13 Councillors</u></b>  This item refers to Cllr. Cullen in particular. Whilst the Community Council had previously decided to drop the discussions on Cllr. Cullen, a letter recently received from Cllr. Cullen prompted them to propose a meeting with him, in order to discuss their previous differences and to move on from them (for – 10, against – 0). The meeting will be with the office bearers. Ian Fowell, Stewart Whyte and Cllr. Cullen will be invited to attend. Everyone should let one of the attendees know of any comments or issue they wish to be addressed.</p>	Beryl Menzies
9	<p><b><u>Planning Ian Fowell's visit (also Alison Cumming)</u></b>  People who wished to attend this walk – around were; Beryl Menzies, Maureen Strachan, Ian Knaption, Iris Walker, Audrey Findlay and Ian Forsyth. Places they will attend include; Shopping centre at lunchtime, toilets, Brodiach development, Arnhall Moss where the new fence was suggested, Denman Park and the Carnie football pitches. They will also be taken to lunch. The date has yet to be agreed.</p>	Ian Forsyth
10	<p><b><u>Input to Garioch Local Community Plan</u></b>  Issues must be put in by the end of October (but this may be flexible), for the meeting in mid December. Comments are requested on specific headings. Audrey Findlay will draft responses for the Community Council, which will then be circulated to the Community Councillors.</p>	Audrey Findlay
11	<p><b><u>Planning Issues</u></b>  An explanation of planning rules was given by Alison Cumming. Major developments such as this go to a pre-determination hearing (&gt;2 hectares). This will be held on 27th October at 7pm. Any individuals who have put in a representation will be invited to speak at this meeting. The Community Council will be allowed to listen at this meeting, and may be allowed to speak despite not having put in a representation. No decisions will be made at this meeting; it is purely for information. A minute and report of the meeting will be made and presented to the full Council. Invitations for those who made representations will be sent out tomorrow. The Community Council decided that they would not speak as all those who have given their individual comments to the Community Council are being asked to speak anyway and the CC have not had the opportunity to canvas wider community opinion.. It was suggested that Planning Representatives should be invited to a quarterly meeting to go over the procedures with the Community Council. On 3<sup>rd</sup> December there is an information session open to anyone on planning procedures.</p> <p>There is also a proposed extension in a property in Meadowlands that causes concern to some residents. A site visit for this has been organised by the Council. The Councillors present were asked to keep a watch for new developments in Westhill, as the weekly list is now only on the internet, it is no longer sent out. A comment must be made 14 days after the proposal is posted. If this does not allow a development to be discussed at a W&amp;ECC meeting, we can post a comment that we will discuss it at our next meeting and do intend to comment.</p>	
12	<p><b><u>Correspondence</u></b></p> <ol style="list-style-type: none"> <li>1. Audrey Hendry contacted the Community Council asking for the dates of the Community Council meetings regarding the library.</li> <li>2. ASCC circulated ballot papers for national office bearers.</li> </ol>	

3. December 3<sup>rd</sup> is the meeting of Council Chamber n° 33 (planning, roads etc) Email Beryl Menzies by November 20<sup>th</sup> if you wish to attend. It was recommended that as many Community Councillors as possible attend.

4. Proctors orphanage: Two Community Council members are invited to attend an update – Audrey Findlay and Ian Forsyth will attend and report to the Community Council at the next meeting.

**Correspondence Received**

R-01: Letter – Cllr. Martin Kitts-Hayes, Aberdeenshire Council: Cllr. Mark Cullen

R-02: Letter – Mr. Ewan Wallace, Aberdeenshire Council: Westhill – The Future In Your Hands

R-03: E-mail - Ms. Linda Papiransky, Aberdeenshire Council: Garioch Area Committee meeting 15/09/09 – Agenda and associated papers

R-04: E-mail – Ms. Audrey Hendry, Aberdeenshire Council: Library consultation

R-05: E-mail – Cmdr. Chris Hunneyball, Kemnay Community Council: Proposed Revised Scheme for Community Councils

R-06: E-mail - Ms. Linda Papiransky, Aberdeenshire Council: Garioch Area Community Council Forum meeting 15/09/09 – Agenda and associated papers

R-07: E-mail – Mr. John Michie, Aberdeenshire Council: Road Closure notification – Blackburn to Skene – 21/09/09

R-08: E-mail – Mr. Vincent Waters, ASCC: ASCC Annual National Conference

R-09: E-mail – Cmdr. Chris Hunneyball, Kemnay Community Council: Citizens' Panel Opportunity

R-10: E-mail – Ms. Iris Walker, W&ECC: Garioch Area Community Council Forum - Meeting 15/09/09

R-11: Letter – Aberdeenshire Community Mediation Service: Community Mediation Service

R-12: Booklet – Aberdeenshire Community Planning Partnership: Annual Report 2008/2009

R-13: Booklet - Aberdeenshire Community Planning Partnership: Viewpoint – Newsletter 16 – July 2009

R-14: Letter – Planning Aid for Scotland: Information leaflets on the services of Planning Aid for Scotland

R-15: E-mail - Chris Hunneyball, Kemnay Community Council: Garioch Local Community Planning Group display – 03/10/09

R-16: E-mail - Chris Hunneyball, Kemnay Community Council: Special ASCC RM

R-17: E-mail – Mrs. Heather Wood, W&ECC: Smarter Travel Event, 22/09/09 – Attendance report

R-18: E-mail – Ms. Arlene Munro, Aberdeenshire Council: Garioch Area Bus Forum Meeting 8/10/09 – Agenda and associated papers

R-19: E-mail – Ms. Linda Papiransky, Aberdeenshire Council: ASCC documentation

R-20: E-mail – Cllr. Ron McKail, Aberdeenshire Council: Community Planning E-Bulletin

R-21: E-mail – Ms. Maureen Adamson, Aberdeenshire Council: Westhill & Elrick Community Council – Administration Grant 2009/2010

R-22: E-mail – Ms. Jill Sowden, Aberdeenshire Council: Community Council priorities for inclusion in Garioch Local Community Plan

R-23: E-mail – Mr. Adam Sinclair, Scottish Government: Reply to your 'litter' question from National Conversation event

R-24: E-mail – Ms. Kathleen Power, Aberdeenshire Council: Criminal Justice Seminar 14/11/09

R-25: E-mail – Ms. Sandra Fulton, Aberdeenshire Council: RAF Presentation Team Evening 07/10/09

R-26: E-mail – Ms. Alison Cumming, Aberdeenshire Council: Garioch Area Committee Officer

R-27: E-mail – Ms. Linda Papiransky, Aberdeenshire Council: Garioch Area Committee meeting 06/10/09 – Agenda and associated papers

R-28: E-mail - Ms. Jill Sowden, Aberdeenshire Council: Working and Learning Together Conference

	<p>R-29: E-mail – Mr. Stephen Mundie, Aberdeenshire Council: Westhill A2B dial-a-bus - service hours extended  R-30: Ms. Alison Cumming, Aberdeenshire Council: W&amp;ECC Meeting – 08/10/09  R-31: E-mail – Ms. Arlene Munro, Aberdeenshire Council: Revised Bus Service  R-32: Letter – ASCC: Ballot paper 2009 and associated papers  R-33: E-mail - Mr. Ian Fowell, Aberdeenshire Council: 3 important messages for Community Councils  R-34: E-mail – Ms. Angela Allan, Aberdeenshire Council: Making it Real report</p> <p><b><u>Correspondence Sent</u></b>  S-01: E- mail – Ms. Alison Cumming, Aberdeenshire Council: Westhill &amp; Elrick meeting 08/10/09 (BM)  S-02: E-mail – Mr. Ian Fowell, Aberdeenshire Council: Elrick school crossing (IF)  S-03: E-mail – Sgt. Inness Coull, Grampian Police: W&amp;ECC feedback on Mobile Office/"Clinic" (IF)  S-04: Letter – Mr. Harry, McNab, Bancon Developments Ltd: Presentation to W&amp;ECC AGM re. Brodiach development (IF)</p>	
13	<p><b><u>Sub-Committee, Bulletin &amp; Website Reports</u></b></p> <p><b><u>Lights:</u></b>  Christmas lights will be put up on the 15<sup>th</sup> / 16<sup>th</sup> November. David Ritchie will contact the normal helpers.</p> <p><b><u>Litter:</u></b>  The Autumn/winter programme started well with a good number of volunteers. The amount of littering was not bad but there were some hot spots and the location for a new bin was highlighted. Aberdeenshire Council Waste department were informed and have responded very positively and cleaned up the hot spots. Our next litter pick is on 24th October.</p> <p><b><u>Making it Real:</u></b>  Community/Youth Café. Visits to other projects have taken place or are being arranged.</p> <p>Adventure Playground/Sports Pitch/Goal Posts. The report has now been completed and will be discussed with Aberdeenshire Council.</p> <p>Mountain Bike Trail.  There is no suitable area in Westhill but there are great opportunities in Countesswells and Kirkhill which are well used. Pitfichie at Monymusk is being developed.</p> <p>Dog Fouling. Gladedale will erect a pole in Elrick to enable the Council to install a dog foul bin.</p> <p>Housing. We are preparing a survey which will ask people which type of housing they feel is lacking in Westhill.</p> <p>Other Projects which include NHS Dentist, Crossings, Traffic Lights, Library, Bus Service to Kirkton, and Health Information have been taken as far as they can. All matters regarding the Shopping Centre which includes seats, security lights/CCTV Cameras, and the lay-by on Westhill Drive. An Information Board and Public Toilets are dependent on Gladedale working on the Shopping Centre but we may be able to arrange for some seats and an information board to be installed before that.</p>	

	<p><b>Public Art:</b> Last month the Art Project group publicised an invitation to artists to apply for the job of creating the central piece of the Westhill Compass, phase two of our project. There were 30 requests from artists for our brief, and by the deadline for submissions we had received twelve applications. We have just reviewed these and have made an initial short-list. As part of the brief we set out a time-line for the artist to work to, with the aim of having our first permanent art work in place next summer.</p> <p><b>Hanging Baskets:</b> The new bands to hold the baskets onto the lampposts are still being priced. We may get baskets on the roundabout by 2011, using surplus Community Council funds. A sub-committee for this was set up; Bill Loudon, Maureen Strachan, David Ritchie and John Menzies.</p> <p><b>Bulletin:</b> Printer delivered Autumn issue on planned date of Friday 28th August and nearly all the boxes had been collected by the Sunday. Size is 100 pages, split 60 pages of adverts and 40 pages of articles &amp; notices. We do not want Bulletin to get bigger than 100 pages so will have to start turning down new adverts from non-local businesses. Deadline for winter issue is 6th November.</p> <p><b>Website:</b> Changes to the e-mail forwarders have been completed, and links on the website to the new office bearers have been updated.</p>	
14	<p><b><u>Treasurer's Report</u></b></p> <p>The admin grant from Council is £1402, compared to £733 last year.</p> <p>See attached report.</p>	
15	<p><b><u>AOCB</u></b></p> <p><b><u>Open Spaces Audit</u></b> The three Council representatives from the Council were able to explain this Audit to the Community Council. The data collection was initially done from a helicopter – all areas over 400m<sup>2</sup> were identified – this is why the sites are not exclusively council-owned. Maps and GPS systems were then used to assess the spaces. All sites were investigated at this level, and then some were identified for further research. As students were employed to undertake the ground research, this caused some of the 'unknown's on the sheet. However, the representatives emphasised that this was just a draft, and this information would be gathered before the data was uploaded to the database – this should happen in early spring. An engineer from the Council also annually inspects the play equipment for Health and Safety regulations.</p> <p>The Making it Real group also conducted an open spaces survey. Community groups (e.g. Scouts) each surveyed an area to inspect both the site and equipment, and to make suggestions for improvements. Maureen Strachan will email the completed copy of the MiR survey to the representatives present, so that the two groups can work in partnership. This will be a great help to the Council, as it is hard for them to assess usage, as they can only make a short visit. The results from this survey will help the Council to provide evidence for developers to demonstrate the need for new amenities in that area. The recommendations sheet will be photocopied for the youth members, who will ask the student council at the Academy to give its opinion.</p> <p>The Community Council will send its response in free form, but referring to the questions. It will not comment on the privately owned sites, but comments about sites not surveyed in detail will also be welcomed.</p>	<p>Maureen Strachan</p> <p>Becky Menzies / Nik Lomax</p>

	<p><u>ASCC</u>: We were asked our opinion on whether Aberdeenshire Council should withdraw membership; feedback should be given to Ian Fowell by November 30<sup>th</sup>. It was decided that the Community Council should support continued membership due to the small sums involved and our lack of involvement/knowledge of ASCC; however it did not have enough information on the potential office bearers to vote. There will be an information evening in Banchory from 7pm to 9pm on 19<sup>th</sup> October, which Community Councillors were encouraged to attend. There will also be a conference on 14<sup>th</sup> November in Edinburgh</p> <p><u>Garioch Area Forum</u>: Iris Walker will be attending as our representative, and Ian Forsyth will also go this time.</p> <p>It was suggested that the Community Council could fund more police bikes for Westhill, because the community was very supportive of this idea. However they are due to receive a bike for Westhill, and they are normally funded by the Community Safety and Planning Group.</p>	Beryl Menzies
16	<p><b><u>Date of next meeting</u></b> The next meeting will be held on November 12<sup>th</sup> 2009 at 7pm in the Westhill Academy staffroom.</p>	

Heather Robertson  
Minutes Secretary

<b>TREASURER'S REPORT FOR W&amp;ECC MEETING 10/9/09</b>						
	<b>GENERAL FUNDS</b>	<b>ADVERTISING PRE-PAID FOR Autumn &amp; Winter 2009</b>	<b>XMAS LIGHTS &amp; TREE</b>	<b>MAKING IT REAL</b>	<b>LITTER CAMPAIGN</b>	<b>TOTAL</b>
FUNDS IN BANK AT 13/08/09	<b>8093.44</b>	<b>6160.00</b>	<b>3021.17</b>	<b>200.00</b>	<b>2093.10</b>	<b>19567.71</b>
<b>Receipts in period 14/08/09 to 10/9/09</b>						
Bulletin advertisers- summer issue	50.00					50.00
Transfer of Autumn 09 pre-paid adverts to General Funds	3080.00	-3080.00				
<b>Payments in period 14/08/09 to 10/9/09</b>						
Halcon- Bulletin Autumn issue printing	-5536.00					-5536.00
Fee to Minutes Secretary for August	-40.00					-40.00
D. Ritchie & B. Burbidge- Autumn Bulletin fees & expenses	-284.16					-284.16
Bulletin advert refund (Brownlandscapes)	-50.00					-50.00
PerfectShine Window Cleaning- watering hanging baskets	-120.00					-120.00
Skene Parish Church- meeting room hire	-60.00					-60.00
Aberdeenshire Council- laminated Westhill map	-8.00					-8.00
FUNDS IN BANK AT 10/09/09	<b>5125.28</b>	<b>3080.00</b>	<b>3021.17</b>	<b>200.00</b>	<b>2093.10</b>	<b>13519.55</b>
(Includes £8,369 in Halifax Guaranteed Reserve, on 2.5% interest to 13/4/10)						