

**Minutes of a Meeting of the Board of Trustees of Banchory and District Ltd, held in
the BDI office, Reading Room, Town Hall, Banchory
on Thursday 11th May 2006 at 7.30 pm**

Attendance: Linda Clark (in the Chair), Jean Henretty, Sheila Millar, Tony Brown, George Mennie, Henry Allen (at 8pm)

Apologies: Sue Edwards, John Petts, Matthew Merchant

In Attendance: Jane Grieve, Town Co-ordinator
Eveline Crossan, Project Officer

Guests: Linda Gray, Senior Community Learning & Development Worker
Cheryl Anderson & Donna Cormack, Banchory Youth Forum

LC welcomed Cheryl, Donna and Linda, who presented and described the activities undertaken by the Banchory Youth Forum, which was supported by a dialogue Youth Worker. There was considerable interest in their views on the Youth Café, the Box, other facilities in Banchory for young people and the present problems around vandalism, alcohol and substance misuse.

Cheryl and Dawn told the meeting that the Box (situated at the Dee St Edge of the Bellfield Car Park) was well used, particularly on a Friday night. Several young people were volunteers there, helping their peers with leaflet information and advice on a wide range of issues affecting their lives.

They were sorry that the Youth Café, held in the lesser Town Hall every Friday, had finally closed, partly due to lack of resources. It had been well attended. In response to numerous questions in discussion, they said that while the café and other "official" activities met considerable need, there were a large number of young people who would not access planned activities, preferring to make their own arrangements. There followed lengthy discussion on the potential of ideas for projects. EC noted that there was the possibility of Big Lottery funding for youth projects. £340,000 had been set aside for Aberdeenshire.

Cheryl and Donna saw youth membership of BDI as a positive move and felt that someone on the Forum would undoubtedly be interested. EC said that it would be considered a Millennium Volunteering opportunity, as a number of young people on the Forum were working towards their 200 hour award.

Cheryl, Donna and Linda were thanked for their presentation and their candour, saying that BDI would consider youth membership in a positive light.

- 1. The Minutes** of the Previous Meeting held on 9th March 2006 were APPROVED and ADOPTED.

2. **Matters Arising**

Continental Market: JH REPORTED that she would be meeting with the organiser of the market. She would report further at the next meeting.

Bowling Club & Recreation Grounds: SM REPORTED that Aberdeenshire Council had reversed its previous decision to demolish the pavilion and had found the money to carry out the essential repairs needed for the opening of the premises for the summer. After very positive comment, it was agreed not to analyse the situation any further and enjoy the results of committed lobbying and community action.

3. **Administration/Organisation/Finance**

3.1 Current Grant Position: TB spoke to the previously circulated report. It was agreed that this was a useful and helpful method of reporting. He asked that all paperwork pertaining to finance be copied to him. **Action All**

3.2 Office: JH and EC REPORTED that the office was being set up. Jim Stirling, a former naval architect, had drawn up an office plan. Unfortunately, Aberdeenshire Council insist that only Council approved workmen are used for refurbishments. EC also reported that she was recruiting/advertising for volunteers during May and June. A further update would be reported at the next meeting.

3.3 Website – It was NOTED that the website was expected to go live during May.

4. **Project Register Review**

The Project Register had been previously circulated. TB asked that all project information should be sent to him for inclusion. Having been previously circulated, the report was APPROVED.

5. **.Activity Reports**

5.1 Development Officer's Report – EC talked to her previously circulated report, having committed the bulk of her time to St Ternan. She also reported that, following on to the previous month's Town Co-ordinator report that Hill of Banchory Primary School were keen to get involved in community events and activities, with the principle that if, for example children planted tubs in P7 they were less likely to vandalise them in third and fourth year, realising a sense of ownership.

- 5.2 Town Co-ordinator's Report - JG talked to her previously circulated report, outlining the number of meetings and contacts she had continued to make as Town Co-ordinator. She had been heavily involved in organising the hanging baskets, which would have to be planted in June. It was anticipated that Scolty Centre would be able to assist. She further reported that organisation of the Renewables evening and event at the St Ternan Fair was well underway.

6. Community Planning

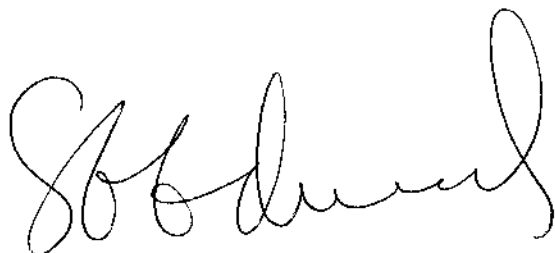
LC and JH briefly reported on the Community Planning Inaugural meeting held in Douneside House, Tarland on 27th April. A wide range of community organisations had attended, taking part in discussion, presentations and a "self selection" exercise to determine the most appropriate routes for effective representation through the Community Planning process.

7. Deferred to next meeting

There being no further time available, it was agreed to defer the rest of the agenda to the next meeting.

8. Date of Next Meeting

Thursday 13th July at 7.30 pm in the BDI office, Reading Room, Town Hall.

A handwritten signature in black ink, appearing to read 'S. J. G. G.', written in a cursive style.

13 July 2006

BDI Town Co-ordinator's Report 5.5.06

As building up the Banchory Business Association is being seen as the priority, this has been the main focus for the past few weeks.

SURVEY PRESENTATION

-On 21st March a BBA Evening event was arranged to present the findings of the Systems Insight Survey that had been carried out last year. All those who had originally been sent the survey questionnaire were invited to the event at the Douglas Hotel. The turn-out on the night amounted to around forty-five people, and there was considerable interest from others who were unable to attend.

The original response to the survey had been around 50%, and this was the best response Systems Insight had received amongst the similar work they had done in other towns. Henry presented the survey, and was then followed by other BBA committee members introducing themselves. A form was handed out to audience members to gain some idea of what people might wish to see the BBA doing in the future, and to update our database with any new addresses etc.

As a result of the survey we now have a detailed (and growing) database of the businesses in Banchory and surrounding area, which is already proving to be a valuable tool, particularly as the next move for the BBA is a membership drive. Our immediate action after the Presentation Evening was another mail-shot, this time with a summary of the survey, a membership form, a letter but the BBA and a leaflet on Business Waste. As a result of this, we have already recruited around a dozen new members, with more forms coming in every day now.

BBA METING

On 4th May, the BBA held a meeting to decide how go forward as it is vital on the momentum recently established. It was decided that we should hold regular evening events which offer members information and a chance to network. The first of these is to be held on 6th June, and is in the process of being set up, but we intend to have at least two guests who can discuss where businesses can go to find certain advice and information. We also devised a list of potential speakers/guests for future events, as it would be good to offer a calendar of events well in advance.

It was also felt that a certificate should be made to present to people who have become BBA members.

TOWNS TOGETHER

I attended the Towns Together meeting on 13th March, and Paul Panchaud attended the Visit Scotland Expo in Glasgow with other members of the Towns Together Forum. Paul found this a useful exercise, but felt that Banchory was in great need of leaflets to hand out on the town and Deeside, and a website for more information. Other towns did have these, although the leaflet quality was not brilliant. He also felt that we should find out if Ballater might be interested in joining the Forum as this would help to promote the Deeside area better.

RENEWABLE ENERGY EVENT

I have been helping to organise the renewable Energy event that is to take place at St Ternan's Fair on 17th June. Eight different companies and organisations have confirmed that they will be there, and we have other bits of information to hand out to people on the day. There is a huge interest in this, and companies were keen to come, some of whom had done quite a bit of business in the area as a result of last year's event.

DEESIDE WASTE MANAGEMENT FORUM

This was a useful meeting at which the discussion revolved around what the main problems were regarding waste management in the area. The problem is sites, and where best to deal with the different kinds of business waste produced. We discussed the possibility of a local composting scheme and it was felt Banchory would be in a good position to run one of these. There is also the possibility of employing a STEP student for a few months to look at how to improve the situation.

BUSINESS WASTE

We met Guy Robertson who advises business on waste....as a result, his leaflets went out to those on the Banchory business data-base.

HANGING BASKETS

After a piece in the Piper asking for volunteers to help with hanging baskets, we have formed a small group which is about to meet and plant them. No-one came forward from the piece, but the Scotly Centre are keen to be involved and there is word that the primary schools might also be interested. We need to try to persuade the individual shops in the High Street to ensure the baskets are watered, as this is the most tiring part of the whole exercise. We are also keen to do a BBA night on how enhancement of a place is good for local business.

Banchory & District Initiative Limited

Project Officer's Report

March – May 2006

Since the last Board meeting, the Fair has been the priority, although there has been some work done on the office and on the Heritage application.

St Ternan Medieval Fair

- Followed up and secured sponsorship, amounting to £2625
- Invoicing completed
- Liaison with programme designer
- Liaison with sponsors for logo information
- Library display organised
- Budget meeting for Fair with SE and JH
- Presentation at the Rock to recruit volunteers
- Charities Village confirmed, to be organised by K & D VOICE (Council of Voluntary Service)
- Sports Village now fully confirmed
- Town Co-ordinator taken over organisation of Renewables event
- Local Showcase companies & businesses contacted and invitations sent; replies now being received
- Craft workshops confirmed
- Red Cross First Aiders confirmed
- Press Releases ready in draft; first sent 8.5.06
- Met with May Beaton, head of Hill of Banchory Primary. Wrote brief for homework based competition for school.
- Invitation completed for "Test the Town" Quiz night. SE has contact from Torphins as quizmaster
- Templates complete for Shoppe Winddoe competition
- Begun visiting local businesses to take part and to "think medieval"
- Draft route for Sunday Treasure Hunt complete
- Some raffle prizes donated
- Etc!

Banchory Heritage

I met with May Beaton, head of Hill of Banchory Primary School. As well as the school competition, we discussed the possibility of the potential for age appropriate yearly projects to promote citizenship e.g. if primary fives were to plant the tubs in the High Street, or bulbs in flowers beds, etc. Passed this information to Jane.

We also discussed the possibility of the school linking with the Heritage project and involvement of primary sevens interviewing Banchory's older residents, as they study World War II as part of their history curriculum. As the Scolty Centre is also interested in this aspect of the project, there is potential to be more inclusive and have a project with more community stakeholders than the original brief envisaged. With this in mind, I will meet with Mindy Grewar, Arts Development Officer for Aberdeenshire Council later this month with the aim of producing a fuller application with more community support behind it.

Office

Due to the delays in getting access to the premises and the subsequent debacle with British Telecom, we have lost a number of the original volunteers, but we hope to redress the balance alongside the St Ternan Fair publicity and also with the Volunteer Centre.

EC 10.5.06

Project Register - 08.05.06

Project	Description	Board Sponsor	Project Manager	Schedule	Cost Estimate	Funding	Comments
GENERAL PROJECTS -							
BDI LED							
Community Development	BDI is a community company established to promote, lead and facilitate community development plans within an area centred on Banchory. Community Development has the following aims: Develop partnerships with community organisations and communicate progress through a variety of media. Improve communication by use of newsletter and website.	JH	Evelyn Crossan	Continuous	2006/7 - £9835	AC LRP Scheme	Office opened and computers online. Outline application made for an oral history project.
St Ternan's Fair	Annual fair developed as a tool to build community capacity, encourage an interest in local history, encourage tourism and stimulate trade.	JH	Evelyn Crossan	June each year	2006 - £6770	2006 Forward Scotland Grant £750 McIntosh Plant Hire - £200 AC LRP 2005/6 £2520 (EC salary)	A grand total of £2625 raised in sponsorship from 13 local companies. A good variety of exhibitors confirmed for Back to the Future. Programme copy finalised and at the printers.

Environment & Waste Management

The vision is that Banchory should lead the way in NE Scotland through the introduction of recycling and more sustainable waste management practices. The objective is to encourage community participation in initiatives to pioneer new services and new behaviours in the residential and business sectors.

Jennifer Cook

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Business Waste -Deeside Recycling Forum held another meeting on 18.04 in Ballater attended by Jean, Jane and Jon Shelbourne. PGL & Inchmarlo Centre considering supporting an EPP Student Project. (See separate note)

GENERAL PROJECTS - PARTNERSHIPS

Paths & Cycleways

Objective is to investigate the existing path infrastructure around Banchory and provide a development plan for improving the path network. This includes investigation of safe routes to Banchory schools.

Banchory Paths Association
Banchory Schools

SE/JH/FTB

Ongoing

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Banchory Paths Association (BPA) and Forest Enterprise identifying path routes as part of a core path network. Working Group established to improve Scolty Hill paths and initial survey completed. The Core Planning process is scheduled to take place in April thru June with 18 meetings to be held (one in Banchory). This process will be wide- and will include core paths and safer routes to schools. The next stage of the footpath alongside the railway development is underway. Three seats with river views opened up now in place in St Terman's Park

Town Enhancement	Flower baskets/beds, Christmas decorations etc.	LC	Jane Grieve	Flowers May-06 ? Christmas decorations Dec-06	Grant Aid, AC funding for Community Councils, Business donations.	Jane has formed a group to progress the flower baskets but has little-or-no response to a public appeal for assistance.
Banchory Economic Development	Objective is to engage with local businesses and community groups to promote a working partnership that will benefit the local economy and the whole community.	HA	Jane Grieve	1st phase completed Mar-07	£17,000 SEG £17000	Presentation of BBA Business Survey went well Jane following up with membership campaign. Member meetings and priority issues to be chased
FACILITIES PROJECTS -						
BDI LED						
Town Hall Feasibility Study	Study potential of the Banchory Town Hall to see whether it could be viable as a business owned by BDI or other voluntary organisation.	FTB	FTB	Report ready end- March 2007	N/A	Received copy of Inverurie Town Hall study. TOR drafted
Town Hall Resource Office	Provision of a BDI/BCC office in the Town Hall. Objective is to provide a "signpost" and resource centre to community groups and statutory agencies.	JH	Evelyn Crossan	Mar-06	£3500 for refurbishment. £1805 for IT system and website.	Office opened 11 April and is on-line
					£1000-Marr Area Partnership £1000-Banchory Common Good Fund £500- BCC £945-AC SAB £1500- AC SAB (requested) AC LRP Fund	

FACILITIES PROJECTS - PARTNERSHIPS

Banchory Facilities Review	Review of all of Banchory's sporting facilities.	JH	KGV Committee ?	?	?	Pitches
KGV Development	Development of KGV playing fields	JH	KGV Committee	?	?	Meeting on 24.04 with J Burnett & reps from Sports Scotland, KGV 2000 Banchory Boys Football Club and Aboyne Rugby Club to discuss provision of pitches. Plans for KGV and Woodend Barn are considered by Sports Scotland to be complementary. Next step is for Aberdeenshire Council to carry out a pitch survey.
Bellfield Park Play Area	Provision of children's play facilities.	JH	KGV Committee	Complete	£40,000	First phase completed.
Recreation Grounds Development	Replacement of bowling pavilion & examination of future use/development of facilities.	SE	Bowling Club	Replace April 2006?	£15,000 AC-£25000	Further equipment to be added when funds become available. Swings just added. Due to the high cost of the temporary accommodation the Council are going ahead with the repair of the existing building which should give it a life span of another 5 years. However, as yet there is no indication of when the work will be complete. The potential delay in opening the recreation grounds is causing concern. BDI has received a request from Banchory Bowling Club for assistance in seeking funding for improving the tennis courts, particularly repainting the white lines.

Banchory Swimming Pool	Development of a new swimming pool.	HA	Bandswim ?	Circa £100000 in trust.	Meeting held with Bandswim representatives on Monday April 24th. Meeting held with representatives of Bandswim and J Burnett on Tuesday 25th. J Burnett has asked Bandswim if they can come on board at an early stage of the next HOB leisure development. This is unlikely as it does not seem to align with medium term issues relating to the existing pool and Academy. Firstly clarification on all this is required from the Council.
Scolty Community Resource Centre	Objective is to build an integrated day-centre for learning disabilities in partnership with the voluntary centre.	LC	Scolty Community ?	?	The committee held a facilitated prioritisation session that will assist the development of the action plan and schedule.
Scout Hut Refurbishment	Refurbishment & extension of the hut.	?	Scout Group	Over £50000 raised.	Following latest Jumble Sale full funding available to start construction