

**Minute of a meeting of Banchory and District Initiative Ltd held in the Douglas Arms Hotel, High St, Banchory on Thursday 8<sup>th</sup> March 2007 at 7.30 pm**

**Attendance:** Sue Edwards (Chair), John Petts, Jean Henretty, Anne Lamb, Matthew Merchant (until 8.30 pm) Margaret Peterson, George Mennie (from 8.30pm)

**Apologies:** Henry Allen, Linda Clark

**In Attendance:** Eveline Crossan, Development Officer (Minutes)

1. **The Minutes** of the previous Board meeting, held on Thursday 18<sup>th</sup> January 2007 were accepted.

2. **Matters Arising**

a) **Town Hall Alarm** – SE reported that the work had been approved, with the balance of the cost coming from next year's budget. The Board understood that this work was going ahead due to the good offices of Cllr Makin, Les Allan (Area Manager) and Norman Boal to resolve what was perceived as a serious issue for the community.

b) **Continental Market** – JH confirmed that the market would go ahead on the Saturday only and she would finalise the arrangements. She asked EC to forward a notice to the BBA membership to allow for objections. **Action JH/EC**

c) **SEG grant** – JH noted that SEG had defined their funding criteria for the coming year and that BDI's themes of renewable energy and tourism together with possible collaboration with ScotCAT may be fruitful. **Action HA**

d) **Bandswim** – TB had offered to Assist Hilary Duncan of Bandswim with their business plan and had met with Jamie Burnett for some clarification of the situation TB felt that estimates and cash flow would require revision due to the potential shortfall between projected income and operating costs.

e) **KGV2000** – MM reported that Neil Gray's application for development had been withdrawn, and would advise of other developments when appropriate. He noted that DATA pitch had been temporarily repaired at a cost of approximately £8000 with the assistance of grant from Aberdeenshire Council.

A meeting was planned for 15<sup>th</sup> March about KGV2000 with Steve Welsh of Aberdeenshire Council to progress the main priority, the pavilion. There was renewed impetus and interest in the project with important youth representation. Funding would take the usual format of 25% Council, Big Lottery Fund 50% and local fundraising 25%. TB noted that the plan for Banchory for the 21<sup>st</sup> Century would fall to the Planning for Real exercise, due to take place later in the year. Initial focus points would be health clinic, sports facilities, transport and parking.

- f) **Council Asset Management Plan** – TB noted that it would be due for issue over the summer.
- g) **Town Hall** – TB proposed that a separate meeting be set up to specifically discuss the Town Hall. A date was set for 19<sup>th</sup> April.

### 3. Finance and Organisation

- 3.1 **Grant position** -TB reported that an application to BLF had been declined, but would be revised and re-submitted. A VisitScotland bid was also going ahead, amounting to £6300, with supporting applications to the SAB funding pot and support from local business. An application to the Marr Area Partnership was being made to match incoming sponsorship for St Ternan's Fair.
- 3.2 **Revenue Generation** – sponsors were required for the Newsletter and the Website. TB would follow up quotes for the newsletter. **Action TB**
- 3.3 **Office Rates** – EC reported that the office had been assessed for rates. SE would check the lease for terms. **Action SE**
- 3.4 **Charitable Status** – following discussion, it was agreed that it should be further investigated by TB and EC. **Action TB/EC**
- 3.5 **Display Materials** – noted that applications would be made to various trusts for display materials for the Community Information Point and community Office. **Action EC**  
TB was keen that the display should be done well. He and EC would meet to progress the development.
- 3.6 **Office Upstairs in Town Hall** – TB had emailed Norman Boal about use of the store upstairs as an additional BDI office, but there had been no reply to date.

### 4. Projects

4.1 Projects Register – Had been previously circulated by TB. He noted that item 4 Footpaths had been omitted. He explained that there was serious damage on Scolty, due to the large numbers of people visiting that area and to erosion, which had delayed completion of the plan. Larch was also being cleared. The Deeside Way (Scolty to Potarch) development would be slowed for some time by many objections. JH noted that the route from Aberdeen neared completion; some signposting had yet to be finished. She also noted that the Deeside Railway at Crathes was planning an official opening of its platform prior to the station building being transferred from Oldmeldrum.

It was suggested that there should be information boards in the area of the graveyard. JH & AL to collaborate on text. TB suggested John Mason of BPA be contacted. Funding to be investigated.  
**Action JH/AL/EC**

Following discussion, it was noted that any ecological project would await the appointment of a Biodiversity Officer by Aberdeenshire Council.

4.2. VisitScotland Challenge Funding – SE updated the Board on the application, which JH was co-ordinating. The aim of the fund was to support initiatives which encouraged people to visit the area, not for projects which catered for them once they arrived here. A major project criterion was sustainability, and BDI needed to address how that could be achieved. She asked for a project sponsor to address the Terms of Reference, but there was no-one forthcoming. It was suggested that Margaret Cordiner of the TIC should be contacted for advice.

Destination Management (or Marketing) Organisation – JH explained that it had already been set up in Aviemore, but was confined to the Park Boundary. However, partners had been selected further down the valley. BDI/Banchory was not presently included. Noted that the SAB funding also funded the DMO. Its aims were to market the area as a visitor destination but also to improve the quality of the product that the area offered and improve customer service.

## 5. Activity Reports

5.1 Town Coordinator/Development Officer's Report - EC spoke to her report, which was previously circulated.

5.2 Community Planning Forum – JH and EC attended the meeting, which had taken place in Banchory Academy. It had been very

poorly attended. There were presentations about the Community Development Group (CDG), the Structure Plan consultation process and information about Community Planning. EC had contacted the CDG for an early meeting as the CDG plans seemed to involve duplication of work BDI was already planning or carrying out.

#### **6. Applications for Membership**

No applications had been received. Discussion followed on the need for project managers and the need for a membership recruitment strategy. TB and SE would use the membership list to identify required skills – a network skills audit.

#### **7. AOB**

- a) Structure Plan – JH offered to co-ordinate comments. A public meeting was planned for 19<sup>th</sup> March, leaving a very short timescale for consultation. BCC should respond also.
- b) GM apologised for not taking the youth project forward, due to time constraints. He was conscious of its importance. It was noted that a project sponsor/liaison person for youth work was needed.
- c) EC had been contacted by the Police Community Journal and the Yellow Pages for advertising. BDI did not have the funds to support these publications at present.
- d) Glen o'Dee Hospital – EC noted that the proposal from the National Trust was available in the office for any Board member who wanted information.
- e) Newsletter – noted that it would definitely appear in May.
- f) E –newsletter – JH had produced a template for an e-newsletter, which could be distributed by subscription. Following discussion, it was agreed that it could be further investigated in the future but could not be addressed presently. Further development was dependent on the outcome of funding applications, but it was agreed to revisit the subject in the future.
- g) BBA AGM on 18<sup>th</sup> April at 6.30 pm, Venue to be confirmed.

#### **8. Date of Next Meeting – Thursday 26<sup>th</sup> April 2007 at 7.30pm in the Douglas Arms Hotel**

*Accepted 26/4/07*

*See Edw*



## **Banchory & District Initiative Ltd**

### **Development Officer's Report for Board Meeting on 26.4.07**

Since the last Board meeting, I have been heavily involved in funding research and applications, community development, economic development, administration and networking. There is a high level of administrative work to the post, which could be supported by an Administrative Assistant, thus freeing up development time.

#### **BBA**

The Banchory Business Association (BBA) recently held its AGM on 18<sup>th</sup> April. A total of 15 people attended out of a potential membership of 68. A brisk discussion on the frequency and content of BBA meetings brought forward one volunteer who offered to help. I have since met with him; his concerns are similar to mine, as BDI has already discussed. We have agreed a tentative way forward subject to BBA's approval.

Additionally, another member offered to organise a Trader's Ball on a one-off basis for this autumn.

- The BBA still awaits the outcome of the funding application to the Towns Together Forum (TTF) for the website
- I finalised the Banchory leaflets and sent them to the Expo exhibition, however they were flimsier than expected. This will be rectified in the main print run.
- I sourced local goods for the prize hamper and also sent them to the exhibition
- My suggestion for the development of a Town Enhancement Group was well received, as was the concept of match funding; development work is now underway
- The Huntly seminar on "Edge of Town" development will now take place in September, date and venue to be confirmed
- The BBA have indicated that a contribution will be made to BDI for a few hours of Development Officer time

#### **Jobs & Local Economy**

- I met with Job Centre re: proposal for local project to support businesses with local recruitment, using the website and community information point, with local connections to schools, businesses and contacts in business support organisations
- I completed Shell Community Planning fund application to fund above project

#### **BDI**

- I worked on 2 year core funding application to Big Lottery Fund (BLF) with JH; outline was again declined. JH now taking forward the application in support of KGV 2000 as a 12 month single project under "Investing in Ideas" programme. I noted Senscot's description of this type of organisation – "community anchor" - and the failure of the BLF

and other funders to recognise the functional and operational differences between CVS, the Council and organisations like BDI.

- Charitable Status – worked on the objects of BDI to produce organisational “purposes” to take forward preparation for change of status, now with TB. Also started work on the OSCR (Office of the Scottish Charities Regulator) application.
- Completed funding application to the Shell Community Planning fund for organisational and community information point development. This fund was 100% oversubscribed.
- Completed Aberdeenshire Rural Partnership Fund application; disappointed to receive only £5000 of the £7100 requested. Fund was vastly oversubscribed. Additional funds received by Aberdeenshire Council will be devolved to the Area Manager this financial year only; I have already been in contact to register interest. For the next two years, this additional funding will be part of the general application process, bringing the fund to £115,000 instead of £50,000.
- Talk to Rotary on BDI; updated PowerPoint presentation.
- Arranged with Council to provide bike rack around the corner on Kinneskie Road; many people attending exercise classes park their bikes in the foyer, blocking the way to the disabled toilet and my office!

#### **KGV2000**

- Attended second meeting with group and Steve Welsh, Aberdeenshire Council Team Leader.
- JH secured agreement that the group would use BDI Development Officer time to carry out agreed course of action, which has formed that basis of the application to the BLF Investing in Ideas Fund.

#### **St Ternan’s Fair**

- Funding application completed to Marr Area Partnership (MAP) for match to incoming sponsorship. Announcements to be made 25<sup>th</sup> April.
- Sponsorship successful this year; several new sponsors in support of the Fair.
- Publicity, leaflets, etc underway, co-ordinated by SE.
- The Shaw continues to develop; an application for match funding from the MAP IGS fund has been made and results announced 25<sup>th</sup> April. I attended some of the meetings with LC and her volunteers.

#### **ScotCAT**

- Meeting took place with Paul Herrington of ScotCAT (Scottish Centre for Alternative Technologies) and SE, JH and EC of BDI. It has been agreed that ScotCAT will use BDI development time to progress to the next stage of its development; it is currently in the pre-feasibility study stage.
- Following that meeting and further correspondence, I am preparing the BDI part of a paper which will be distributed prior to ScotCAT’s next meeting on 15<sup>th</sup> May

- HA and EC are arranging a meeting on 21<sup>st</sup> May between Scottish Enterprise Grampian (SEG), ScotCAT and BDI to progress a potential funding application, project outline to be circulated prior to that meeting.

### **Composting**

- An application has been made to Awards for All for a 6 month feasibility study for the composting project.

### **Other meetings**

- 16<sup>th</sup> March: Attended a Social Enterprise Focus Group facilitated by Avante
- 20<sup>th</sup> March: Attended a Community Planning Forum at Banchory Academy. Followed up the Community Development Group presentation with an offer for BDI to meet with the CDG as a matter of urgency due to apparent duplication of work.
- 21<sup>st</sup> March: Pre-meeting with Rotary sponsor Jim Thomson
- 4<sup>th</sup> April: Networking with CVS and VC Development Officers
- 4<sup>th</sup> April: Befriending Service worker and WRVS Development officer visited
- 12<sup>th</sup> April: Attended the BLF People's Millions presentation – if this is offered again next year, it would be ideal for part of KGV 2000, youth or adults with learning disabilities with the added bonus of the opportunity to receive media skills training
- 13<sup>th</sup> April: Met with Pat Smith of the Federation of Small Businesses
- 14<sup>th</sup> April: Attended platform opening of the Deeside Railway
- 17<sup>th</sup> April: Attended BDI meeting to discuss Town Hall screening study
- 19<sup>th</sup> April: Aberdeenshire Council Structure Plan consultation meeting