

**Minutes of a Meeting of the Board of Banchory and District  
Initiative held at Cruachan, Ramsay Road, Banchory  
on 21<sup>st</sup> June 2007 at 7.30 pm**

**Attendance:** Sue Edwards (Chair), Tony Brown, Paul Herrington (Scotcat), John Green (BCC), Anne Lamb, Jean Henretty, Margaret Paterson, Matt Merchant, George Mennie, Henry Allan, Linda Clark

**In Attendance:** Eveline Crossan, Development Officer

SE congratulated LC on her election as a local councillor, and thanked her for all her hard work on behalf of BDI which was seconded by TB and MP. LC indicated that all three ward councillors would be willing to meet with BDI and that they should be working alongside the organisation to become an effective conduit to Aberdeenshire Council. After discussion, TB suggested that special effort was required for a selected group of people to promote BDI.

It was also suggested that alternate Board meetings should have a half hour update session. SE would fix a date for a meeting with the councillors over the summer. It was intended to invite Keith White of BCC to a meeting also.

**Action SE**

1. **Minutes of Meeting held on 26<sup>th</sup> April were accepted.**

**Matters Arising**

- a) The **Town Hall** alarm system was now compliant with current regulations.
- b) **Continental Market** – JH was thanked for her work in bringing the market to Banchory. After discussion it was agreed to invite the market back in October, preferably over the Halloween weekend. Noted that many businesses feared competition, but it was usually complementary to existing businesses. Feedback would be sought from the BBA.

**Action EC**

It was also agreed that JH would put together a multiple choice evaluation form for feedback after every event. She noted that there had been some vandalism. She also noted that an invoice of £200 should cover licence fees and waste disposal for the event, to be sent to Olivier Simonin.

**Action JH & TB**

- c) SEG – PH and SE commented on the disappointing outcome of the meeting with SEG and Aberdeenshire Council.
- d) **Community Planning Forum** – TB noted that he was one meeting away from completing his report. SE had had discussions with officer of the LCPG and suggested that a mapping exercise was carried out to determine roles and relationships.
- e) **Finance Sub Committee** – TB had issued a funding plan for the meeting on 25<sup>th</sup>

- f) **Town Hall Screening Study** – Following issue of the study for comment, TB had been receiving responses from interested parties.
- g) **Youth Work Sponsor** – MP & GM. Noted potential for overlap. It was agreed to combine the youth centre and KGV2000, which had now been renamed “Community Facility Steering Group”.
- h) **Planning for Real/Making it Real** – SE and JH had attended the Local Community Planning Group (LCPG). PFR/MiR would need funding and mentoring support. Keith White (BCC) and BDI would meet with Judy Aylett of MAP to plan the next stages and how they were to be resourced. There was a need for BCC to lead and for BDI to provide key elements to the process. **Action SE**

MP noted that bringing to the community required clarity and structure, with clear reporting of the successes of the previous PFR exercise. She would be happy to help make it happen. TB noted that the timing of the new consultation was important.

## 2. Administration/Organisation/Finance

- 2.1 Finance -TB spoke to his previously circulated reports. He noted that the Awards for All application composting had been unsuccessful. EC was investigating another source of funding. BDI was not generating self-funding, but there were hopes of securing advertising revenue from the tourism website. He noted that there would be further income from the BBA on the production of the website.

He expressed concern that permanent employees could not be supported on project funding. SE suggested that BDI become a case study for identification of why BDI was unsuccessful in funding bids, although there was some indication that the area did not meet with funders' criteria for disbursement of funds.

TB noted that the current balance was £12,498.21 with some bills outstanding. A drawdown of MAP grant was imminent, and there were unpaid invoices due to BDI following St Ternan's Fair. Bands were to pay an invoice of £2000, and there had been the offer of a donation.

He also noted that EC had been given a letter of termination of contract, although that would be withdrawn should funds become available.

- 2.2. Revenue Generation – SE reported that the Tourism website would generate funding in approximately 6 months.

EC suggested a fortnightly Car Boot Sale along the lines of that organised by the Stonehaven Business Association, using the Bellfield Car Park on Sunday, when parking would not be a problem and when it

was free. AL reported that the Lions had thought for some time about doing this. After discussion, it was agreed that it was a good idea, that AL should be the project sponsor and would liaise with EC regarding the Lions assisting the project for a regular complimentary pitch. There would also be a free pitch for voluntary organisations. **Action AL & EC**

Web development work – SE noted that there was an online shop facility for e-retailing tourist gifts, gadgets/merchandise or for a local community shop. AL suggested that the Museum may be interested in such an outlet. There was also the possibility of “affiliate marketing” where encouragement of site visitors to shop at an affiliate company would attract a commission from that company. **Action SE**

JH suggested weekday events for older people in the Town Hall, eg tea dances, bingo, music hall which would not only have social impact but would attract revenue. After discussion it was agreed that she would take this forward. **Action JH**

2.3 Office Use – EC reported that the WRVS were now visiting every month, with other enquiries in the pipeline.

### **3. Development Officer's Report**

EC spoke to her report which had previously circulated. She noted good results for advertising revenue for the newsletter by casting wider for business throughout the business community. SE thanked her for her report.

### **4. Project Register (previously circulated) & Update**

- a) TB planned the public meeting for the Town Hall around 3<sup>rd</sup> September.
- b) JH & MM updated the meeting on the Community Facilities group, noting that Steve Welsh of Aberdeenshire Council would be reporting to the Marr Area Committee on 4<sup>th</sup> September. MM tabled early draft plans for the building in the park and talked through the concept, noting that there was a strong possibility of changes in view of the groups being consulted. However, the plans had been put together using the views of already interested parties.

It had become apparent that there was really only one viable site at the west end of the park. JH & MM would further consult with groups to shape the emerging plans for the building – Scolty Centre, Voluntary Sector Resource, Squash courts, other facilities.

It was noted that the grouping would now require a distinct legal structure.

- c) St Ternan's Fair – drew a number of positive comments and constructive criticism about the parts which did not work so well. MP noted that Christian Aid had done very well and had run out of food. SE noted that the Renewables event had not attracted

exhibitors or participants as in previous years. It was agreed to review the event before planning next year's event.

#### **5. Mid Year Review of Business Plan**

SE tabled copies, highlighting achievements and gaps. SE asked that everyone respond by email. She would circulate a request for response.

**Action ALL**

#### **6. Application for Membership**

John Greene was accepted.


#### **7. Any Other Competent Business**

AGM format and content – It was noted that the Constitution stated that one-third of all trustees must stand down, but could be re-elected. TB undertook to have the accounts ready prior to the AGM, which would take place in late September subject to availability of premises. It was agreed that the Town Hall consultation results would be presented.

#### **8. Confidential Items**

The Board discussed the offer of a £10000 donation from PGL Ltd and agreed to its acceptance. It was agreed that the donation would enable BDI to maintain the Development Officer's employment on a reduced 20 hour week for a period of approximately six months. The Chair was to discuss this matter with the Development Officer and obtain her agreement to the new terms of employment. It was acknowledged by the Board that the donation would allow some time to try to obtain a resolution of funding issues concerning the employment of permanent staff but that there could be no guarantee that a solution will be found. A vote of thanks was given to PGL for its generosity to BDI.

A draft press release concerning the donation that included objectives to be achieved resulting from the donation was presented to the Board by the Treasurer and HA will provide TB with his comments as soon as possible. TB will obtain Bandswim's approval to the press release once he has HA's comments and will work with PGL management on its release to the press



August 2007

## **Banchory & District Initiative Ltd**

### **Development Officer's Report to Board Meeting, 21<sup>st</sup> June 2007**

Since the last Board meeting in April, I have been working on St Ternan's Fair, funding applications and research, networking, economic development and administration.

#### **BBA**

- Website development is being progressed
- Suggestions for frequency and content of BBA meetings have been generally well-received, and will be discussed at the next meeting
- An offer from the Federation of Small Businesses to have a joint meeting has been made
- It is anticipated that the Town Enhancement group will be founded over the summer, following hanging baskets, which JH is currently co-ordinating
- Attended the Towns Together Forum, which has been awarded a reduced budget with this year. Intention to attend Expo 08 which is to be held in Aberdeen next year, therefore will not be so costly.
- TTF is also in the final stages of producing its website – looks very similar to [www.banchory.org](http://www.banchory.org)

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

- Funding application to Shell Community Fund was unsuccessful, but possibility of other sources of funding
- Careers Scotland in limbo at present as they do not know where funding will come from or who will be their employing body
- Number of vacancies over two week period at beginning June 07 in the Town Centre alone – 19

#### **BDI**

- Publicity, promotion and administration for St T
- Now working on report of ST T – an excellent day, weather fantastic, drew crowds
- St Ternan application to MAP successful; unfortunately the Shaw application was unsuccessful. However, LC managed to get some additional match funding from Rotary and Lions.
- Telephone interview with "Investing in Ideas" – KGV2000 project, received very positively. This is no guarantee of actual funding, as other lottery criteria must be applied.
- Composting (Awards for All) – application went to committee 12<sup>th</sup> June, will have result by time of Board meeting. Informed Aberdeenshire Council of our intentions; concern that Aberdeen Forward
- Newsletter advertising
- My personal thanks to the owners of Down the Lane Cards, Aileen and Jeanette who donated and filled 200 balloons for St T, and who got into work at 6.30 am to inflate them.

**KGV 2000**

- Next meeting due 21<sup>st</sup> June, awaiting result of funding application

**ScotCAT**

- Produced proposal for support of ScotCAT
- Attended meeting with SEG, Aberdeenshire Council, ScotCAT and BDI. Disappointed with tone and outcome of meeting
- Attended ScotCAT public meeting – discussion in groups encouraging; identified a number of local people who would be amenable to approach to assist development

**Office**

- WRVS have started to use the office this month
- Three Office volunteers; one has excellent computer skills and experience in newsletter production

**Other meetings**

- 11<sup>th</sup> May – Moira Gash, local representative of Federation of Small Businesses
- 11<sup>th</sup> May – Nicola Kenyon, Senior Community Learning & Development Worker
- 14<sup>th</sup> May – Dave Thomson, Duke of Edinburgh Award Scheme, risk assessment Bellfield Park
- 22<sup>nd</sup> May – Rosemary Maycock, Learning Bus
- 26<sup>th</sup> May – Continental Market. Excellent turnout due to JH's hard work
- 29<sup>th</sup> May – Scotgold, Chris Engel
- 30<sup>th</sup> May – Judy Aylett, Marr Area Partnership
- 31<sup>st</sup> May – Jane Smith, Volunteer Centre Aberdeenshire
- 4<sup>th</sup> June – Banchory Shaw briefing
- 13<sup>th</sup> June – WRVS Midj Falconer
- 14<sup>th</sup> June – Cllr Clark