

**Minutes of a Meeting of the Board of Banchory and District Initiative
Limited held on Thursday 18th January 2007 at 7.30 pm in the Douglas Arms
Hotel, Banchory**

Attendance: Sue Edwards (Chair), George Mennie, Tony Brown, Jean Henretty, Linda Clark, Margaret Paterson, Henry Allen

Apologies: Anne Lamb, Matthew Merchant

Absent: John Petts

In Attendance: Eveline Crossan (Development Officer)

1. The **Minute** of the previous meeting was corrected to show HA and not TB at 1c. With this amendment, the Minutes of the previous meeting were **ACCEPTED**.

2. **Matters Arising** – none

3. **Administration and Finance**

3.1 TB spoke to previously circulated financial documents. He noted outstanding bills and incoming monies. It was agreed that the purchase of the computer and other equipment would wait until further grant funding had been received. He also noted that he had made application to MAP IGS to draw down agreed grant against office refurbishment expenses. Total miscellaneous funds £11860, which would cover Development Officer costs until April/May. TB expressed concern that funding would be very tight.

He also **TABLED** a summary of office costs. LC remarked that they were very similar to the Home-Start Scheme costs.

An outline proposal for £84000 had been made to the Big Lottery Fund. Confirmation of leave to make full application was awaited.

Approximately £7000 would be applied for from the Rural Partnership Fund through Economic Development. Forms would be available at the end of January for application by 21st February.

Action EC

HA intimated that he was in contact with SEG to discuss extension of the grant and was arranging to meet with them. **Action HA**

It was **NOTED** that any applications for St Ternan's Fair should incorporate a project management/office costs element.

It was further NOTED that there had been no response to the invoice for Bandswim. HA would follow this up. **Action HA**
TB offered to assist Bandswim in the preparation of a business plan. HA would take this offer forward. **Action HA**
This was followed by discussion on the status of the pool, the land, community consultation and a lack of community awareness about the potential running costs of a pool.

3.2 Revenue Generation: SE noted that a local nature photographer had taken the opportunity to place an advertisement in the next newsletter and sponsor the "Your Pictures" page on the website. She would also provide images for a series of postcards provided she was credited. She would also help with design and selection of printer. A minimum run of 5 designs was suggested, at a cost of £500 ie 12p per postcard; substantial profit could be made on a quality product. Businesses could sponsor each card; it would be positive branding for Banchory. EC explained that BBA saw this as a BDI project, together with the VisitScotland Challenge Fund bid. MP suggested the use of the St Ternan Bell as wind chimes, or something very local which would be exclusively Banchorian.

4. **Projects**

The updated project Register had been circulated by TB.

4.1 Town Hall - TB reported that he was determining the current usage of the Town Hall, identifying potential users and usage and would be investigating costs of basic refurbishment. He welcomed comment and suggestion for Town Hall use.

GM said that he had intended to speak to the Police about youth facilities, but had as yet been unable to do so due to work commitments.

JH had been invited to the Friday night café in the Town Hall to meet the youth group. Meetings were erratic due to the letting policy for the Hall - if the main hall was let the following day with access for set up, the lesser hall was also given as a matter of policy.

EC explained that a piece of equipment had not been fitted to interrupt the music if the fire alarm was activated in the Hall. Aberdeenshire Council had therefore decided that, until the necessary device was fitted, no bookings would be taken for discos, bands nights etc. This was generally felt to be unacceptable. EC

would circulate the Email from the Council and SE/TB would seek further clarification. **Action EC/SE/TB**

4.2 Aberdeen Forward - JH explained that Aberdeen Forward was an Aberdeen City Council partnership which had charitable aims, thus able to apply for grants. It developed and managed environmental waste projects, primarily for Aberdeen City, but with a remit to cover Aberdeenshire. There were three main areas of development.

The Creative Waste Exchange was a scrap/junk shop facility in Dyce, which reused and recycled a diverse range of home, office and business goods which had become surplus to requirements for a small fee.

The Real Nappy project arose due to concerns about the huge amounts of disposable nappies each week being placed in landfill sites. A project officer was employed in the area. There was a possibility of using some BDI office space occasionally; it was suggested that BDI establish a scale of office charges to meet enquiries like this. JH noted that Real Nappy Week was due to take place in March.

Composting projects were developed and managed by Tony Archer, the Community Composting officer. He had presented the project development at BCC on 8th January. LC noted that it was an excellent presentation. However, Aberdeen Forward was looking for small communities to establish composting projects. EC explained the development of such a project and the potential benefits; she had prepared a project brief and would circulate details. After considerable discussion, it was agreed that BDI should take the project forward in Banchory. **Action EC**

5. Activity Reports

5.1 Office report – EC reported that 2 volunteers had been inducted and were filing information received from JH, LC and other groups. Establishment of operating systems and information display would take some considerable time.

5.2 Community Planning Forums – JH reported that all stakeholders were working together, although each Area Committee was approaching Community Planning differently. Les Allan was organising CP in the Marr Area; representation would be based on the new wards in future. The local ward would cover Banchory, Finzean, Strachan and Birse, to be called Banchory & Mid Deeside.

SE noted that Les Allan had asked to be informed of barriers to community companies taking forward issues. After some discussion, HA suggested that an action list be compiled and forwarded every two months, following Board meetings. It was also agreed that LA should be informed of positive developments on a regular basis.

5.3 Report on Meeting with Visit Scotland – JH reported that VisitScotland would meet 40% of costs for any materials, eg brochure and leaflet, using the Peterhead model. EC reported that BBA were happy for BDI to take forward any application for marketing/branding Banchory as long as their immediate need was satisfied, ie leaflets for Expo in April. Following considerable discussion, it was agreed that JH would take this application forward, and SE would take forward the BBA leaflet. **Action JH & Action SE**

Concern was expressed that there was no access to tourist information when the TIC was closed.

6. AOCB

6.1 BBA membership – noted the need for a recruitment campaign, which would be discussed further.

6.2 Continental Market – JH reported that it had been provisionally booked for 26th May, possibly in Ballater on 25th. Sunday 27th not possible this year because the market is visiting Ellon. If Ballater did not book the market, could Banchory also risk Friday 25th?

6.3 TB asked permission to set up online banking, which would ease management of the bank accounts. Following discussion, it was agreed in principle subject to checks for legality under the incorporation documents founding BDI Ltd. **Action TB**

6.4 SE suggested that BDI organise a “Question Time” for Council candidates. It would provide a BDI profile and generate some income. All candidates would need to be committed. After considerable discussion, It was agreed that the Board did not have enough spare capacity to organise such an event.

**7. Date of Next Meeting
8th March 2007 at 7.30 pm in the Douglas Arms Hotel**

Approved 8/03/2007
S Edward

BDI Officer's report for Board Meeting 8th March 2007

The last two months have been extremely busy, with emphasis on funding and research, community development, economic development, office and systems establishment, event organisation and networking to establish support for the post.

BBA

- Worked on leaflets for Expo with SE
- Submitted funding application for TTF underspend money to develop BBA website
- Planned course of action for Town enhancement, including additional Christmas Lights
- Planning next newsletter, AGM and collaboration with Stonehaven BA
- Begun work on Town Enhancement, meeting with Scolty Centre
- Meeting support for BBA; minutes, press releases, aims and objectives
- Attend Stonehaven BA AGM 5.3.07
- BBA membership now in Outlook for distribution

I believe at this stage that the BBA will struggle if paid support is not available to the group; in discussion, it is very clear that the members of the present committee are unable to commit more time to its development.

Towns Together Forum

I attended the TTF meeting on 27.2.07. At present, there is no funding available to continue the Forum, or indeed, continue to fund some of the posts of the Town Co-ordinators who were present. No mention made of the additional funding round, and no-one else appeared to have made application for the underspend in the budget.

- Feedback was available on Homecoming Scotland (www.homecomingscotland.com), which paid particular attention to golf tourism (golf seminar Marcliffe 15th March)
- Information available on successful Shop Watch schemes in the north east
- Noted that BBA, despite being very new, has a membership list comparable to other towns
- Huntly to organise a seminar on edge of town development in early summer or the early autumn
- Development of the Towns Together Website – drafts tabled for discussion (Looks very similar to the BDI site)

BDI

- MAP is very keen that BDI assist with the pilot of the SLAPMAP (Save Lengthy Audit Process). The financial package (WIPMAP) is currently being developed and is intended to be a “bolt on” when fully operational.
- Making it Real report is nearing completion

- Funding application to MAP for match funding against existing sponsorship and actual costs to be incurred
- Sponsorship, banners and publicity leaflets being progressed
- Sub group meeting monthly and progressing well on all fronts

Banchory

- First meeting **Hill of Banchory Development Group**, discussed wide range of problems at Hill of Banchory faced by residents. Money should be available for a Community Noticeboard; little resolved because Community Learning Worker was leaving post and unwilling to commit the Department to sustained course of action as the post was likely to remain vacant for some months. Next meeting provisionally planned for April. **18.1.07**
- Attended KGV 2000 to listen to the group. The group will need assistance with consultation with the community; next planning for Real exercise will require clear focus as there are now several areas/communities emerging as potential partners. **7.2.07**

Other Meetings

- Judy Aylett, Marr Area Partnership re: Communities Scotland study for rural regeneration and enhancement, formerly urban programmes. Avante Consulting will be meeting in Aboyne to consult in Marr. JH and EC to attend **16.3.07**.
- Aberdeenshire Community Transport Forum. Useful network for future developments and source of transport information. **24.1.07**
- Initial meeting with TB with **Bandswim 30.1.07** Plan to provide support to the group, awaiting decision and further information.
- Scolty Centre to progress **Town enhancement** and explore possibility of composting project. Positive response to both.
- **Visit Scotland** – met with VS, and Robert Armstrong, Aberdeenshire Council with JH for funding application to VS Challenge Fund **26.1.07/8.2.07**
- Potential Board Member/support to BDI with SE **5.2.07**
- Met with Round Table re St Ternan and other fundraising ideas **26.2.07**

Consultations

Collated BDI responses to NESTRANS consultation January 2007

EAC 5.3.07