

Minutes of JCC Meeting held on 20th June 2020 at 7pm by Zoom

Present:			
Name	Community Council	Name	Community Council
Alastair Kennedy	Chair	Graham Hilditch	Forres
Kevin McKay	Buckie	Sandy Anderson	Innes
Jim Patterson	Burghead & Cummington	Jim Mackie	Innes
Colin Burch	Cullen & Deskford	Steve Hickin	Keith
Sarah Anderson	Dufftown	Paul MacPherson	Lennox
Angus Anderson	Dufftown	Carolle Ralph	Lossiemouth
James Wiseman	Elgin	Mike Mulholland	Lossiemouth
Paul Briggs	Elgin	Diane Anderson	Portknockie
Anne Skene	Findhorn & Kinloss	Angela Mair	Portknockie
Graham Murdoch	Forres	Karen Pryce-Iddon	Strathisla

In attendance:

Jane Martin, Community Council Liaison Officer, Catherine Sinclair (minutes), Chief Inspector Norman Stevenson, Police Scotland (for part of the meeting)

1. Welcome and Apologies

The Chair welcomed everyone. Apologies were noted from Stewart Black, (Cullen & Deskford), Marion Ross (Speyside), Pringle George (Lennox)

2. Chair Update

Alastair explained this meeting is to touch base and trial meeting by video. Jane explained that new guidance has been issued about decision making powers when Community Councillors cannot meet in person. Jane will arrange training on Zoom. She is currently acting as locality lead for Keith and Speyside but is still our Community Council Liaison Officer and available for support and to attend Community Council meetings. Alastair noted how supportive and also how busy Jane has been. Locality officers are:

Keith: Jane Martin

Speyside: Jane Martin & Tracey Rae

Lossiemouth to Forres & Dyke Landward Carmen Gillies and Sylvia Jamieson

Buckie & Lennox: Tracey Rae and Karen Delaney

Elgin: Laura Cameron and Barry Jarvis

3. Approval of minutes – February 2020

The minutes were accepted as a true record of the meeting; proposed by Carolle Ralph, seconded by Colin Burch.

4. Matters arising

The notes from the discussion and activities at February's Joint Community Council meeting will be taken forward at a future date.

5. Treasurer's Report

The balance at 11th June is £172,641.71

£153,000 is for Money for Moray (participatory budgeting)

£6,620.71 remains from previous rounds of participatory budgeting funding and is being spent down

£9,000 SSEN resilience funding (£8,000 has been transferred to Community Councils so far)

£2,000 Impact Funding (earmarked for hot meal provision via the Bow Café and volunteers)

£2,021 Joint Community Council admin grant balance

6. Community Council Liaison Officer Update

Resilience Planning: Jane noted that Community Councils are well placed to co-ordinate resilience plans in partnership with local organisations. Findhorn & Kinloss and Hopeman have a resilience plan. Elgin started a plan but it is not yet finalised it. Innes finds it challenging to cover 5 different communities but have been in contact with some supportive and knowledgeable individuals including the Chief Fire officer and Paul Laidlaw from the Scottish Flood Forum. Jane suggested a Joint Community Council subgroup is set up to work on resilience planning. She will make contact with Ready Scotland and speak to Moray Council's new Resilience Officer meantime.

Planning Aid Training: Planning Aid Scotland is running free training about how to consult with communities virtually. It has been sold out so far but Jane is hoping sessions could be delivered to Moray.

7. Community Councils - Meetings, new normal

Meeting by video may be the 'new normal' for some time. Alastair bought a paid for Zoom license for Joint Community Council meetings, which he has also been able to utilise for other meetings. There were no objections to this. The paid for version has added functionality and could be used e.g. for community consultations. It is possible to have 40 minute meetings with the free version and hold free meetings back-to-back when needed. Community Councils could buy a Zoom license with their admin grant and could share its use with community groups.

There was discussion on allowing members of the public into virtual meetings. Meetings could be advertised on the Moray Council website, perhaps with a calendar of meeting dates, and also be promoted on individual Community Council social media. Not everyone is online so it should still be possible to make contact by telephone or in writing. AbilityNet can offer remote support and guidance to get people online. Depending on venue size, smaller Community Councils may be able to meet in person soon and maintain a social distance, bearing in mind that some Community Councillors are shielding.

8. Community Councils Updates

Summary: Across Moray, Community Councils have responded in a range of ways, depending on their capacity and the actions of other organisations. From frontline roles and/or information sharing, co-ordination, and facilitating grant applications and payment, they have been a significant part of the local response to the pandemic.

Many but not all Community Councillors present felt that communication from Moray Council had been poor and slow. Most mentioned found their locality leads, were supportive, effective and reliable. Jane explained that some Council departments were 'firefighting' to begin with and that information was being disseminated via locality leads rather than directly from specific departments.

In some areas it has been difficult to identify and contact those in need of help. Working with partners to identify those in need can help, and word of mouth is useful. Data protection regulations have caused some issues. There is stigma attached to asking for help which needs to be overcome.

There is awareness that more hardship is coming, including for households that have never previously been in financial difficulties, and that there will be a need to respond to that. Moray is heavily exposed to the economic impacts of Coronavirus due to the job sectors in our area.

Buckie Community Council – has been meeting virtually and is about to get back to their monthly meeting schedule and regular Community Council business.

- Produced 300 children's packs which had educational materials, colouring in supplies and snacks. Schools chose the recipients and they were very well received
- Applied for funding: £31,000 via Highlands & Island Enterprise (HIE) with a further £22,000 recently confirmed. Beatrice awarded a grant of £5,000 grant for the Coronavirus response.
- Buckie Kindness Group has been doing more of the front line food provision. It started on social media and has the support of Buckie Community Council which enables the group to receive funding etc. It will likely become an independent body in future.
- Support from Jane Martin, Tracey Rae and the Community Support Unit has been excellent.

Burghead & Cummington Community Council – initiated the local response to coronavirus and worked alongside Burghead Free Church and the Amenities Association.

- A blessing box of donated food and household essentials has been set up
- Information flyers with key phone numbers & advice were hand delivered to all households
- Local hotels and cafes have been supplying free food, which volunteers have been delivering.
- Funding has been secured via HIE and the Gordon & Ena Baxter Foundation. Funds are available to help people with e.g. energy or phone bills.
- Regular meetings are being held and plans are being made to tackle what might arise in the next month, the next 3 months etc.
- Support from Carmen Gillies, Moray Council and tsIMORAY has been excellent.

Cullen & Deskford Community Council – part of frontline response

- 2000 meals have been delivered to vulnerable people with help from the local hotel and café
- Funding was secured to leaflet households and provide 170 home school and nursery packs, which were very well received. An end of term pack and a back to school pack are planned.
- Over 70 people have offered to volunteer, not all who have been called on. Volunteers are doing shopping and sorting Moray Food Plus food packs.
- Household hardship funds are available but nobody has yet taken them up. One person is taking up the offer of IT equipment.

- GDPR has caused issues with people feeling unable to pass on details of those they know are in difficulty. It has also resulted in one person innocently receiving 2 meals a day from 2 different sources, unaware this was down to a data sharing problem.
- Funds have been received from Edintore Wind Farm Community Benefit Fund and the Gordon & Ena Baxter Foundation. Cullen has welcomed the opportunity to access area based funds
- Meals will start to wind down now and a community larder will be set up.
- The Community Council has also let local food businesses know that Moray Council are relaxing regulations to allow them to have tables outside.

Dufftown Community Council – has a small membership and several members are shielding.

- Have focussed on sharing information about food, funding IT etc. Dufftown Community Association has been providing frontline support. At present, 12 vulnerable families are receiving help.
- The Community Council will have its first meeting since lockdown on 12th June. Most non-coronavirus related activities were put on hold, but the planned clean-up of road signs has been carried out

Elgin Community Council – has many members who are shielding although Paul has been very busy delivering shopping and providing support.

- Been working in partnership with Elgin Covid 19 Support & Resilience Group
- Have secured funding and signed up for internet banking
- Have trialled Skype and Messenger for meetings and hope Zoom will be better

Findhorn & Kinloss Community Council – working in partnership to provide support. Met early with Findhorn Village Conservation Company and the residents association and use WhatsApp to organise shopping, DIY, gardening etc. for those who need it.

- The Conservation Company got funding from HIE. Funding has also been received from SSEN & the Corra Foundation
- There was little uptake of help in Kinloss initially, but a volunteer group in Kinloss is now linked up which should help
- Every household has been leafleted. VE Day afternoon teas were delivered along with more information.
- Forty 3-course lunches are being delivered each week
- Looking at what happens in the next phase where redundancy and job losses start to affect different demographic groups, including those who may never had faced financial difficulty before.
- Meetings were held by Zoom at the end of April and May using the free 40 minute version effectively with a tight agenda. Having now purchased paid for version a full Agenda can be covered. There are plans to share paid Zoom with other groups.
- Posters that clearly and simply outline the 4 phases of exit from social distancing and restrictions have been put on noticeboards. **ACTION: Ann will share with Jane Martin for circulation.**
- About to trial a poster – ‘Caring for the Community’ that asks, “Are you stuck?” and encourages people to get in touch for help with anything. This can be anonymous if desired. Will report back on this trial.
- Barriers to Beach Road and some other areas were put in place to manage tourists but it is hoped these will be lifted soon. The Community Council has lost a few members so has been recruiting, particularly for Kinloss members. Have 2 possible new members.
- There are concerns that Planning decisions are being made by the emergency cabinet, especially with big decisions coming up and the Community Council would like to know more about the membership and processes. **ACTION: Email questions to Jane would will find out the answers**

Forres Community Council – has several members running businesses and some shielding.

- Forres Area Community Trust (FACT) and tsiMORAY took an early lead on the volunteer response. Community Councillors have now met with FACT.
- Forres Community Council has taken on more of an economic development role.
- There has been little communication from Moray Council.

Innes Community Council – Five of seven members are shielding.

- Have taken on a co-ordinating and organising role, working with other organisations.
- Response has varied by area from very little to leafleting of all households.
- Karen Delaney, Moray Council has been very helpful. She has worked closely with Moray Food Plus and Lhanbryde Community Challenge who are providing hot meals and food. The Community Council provided £100 for food tubs for meals.
- The Community Larder in Mosstodloch Scout Hall is in use and is helping identify households in need.
- A volunteer was supplementing food with fresh fruit and veg, paid for from his own pocket, so the Community Council will use some of the grant funds they have to pay for this.
- Have produced a leaflet asking for donations of money, shopping vouchers, and food and household essentials.

- A grant of £2,000 has been secured for hall running costs, which is strengthening relationships.
- Will be developing a Planning application to have work done on the River Spey area where houses and sewage works are at risk. Landowners are not interested in taking this forward.

Keith Community Council – many have work and family commitments.

- Jane volunteers on the Keith Covid 19 response group, a partnership between Keith Community Council, Strathisla Community Council and an elected member
- Produced and delivered 5,000 household leaflets
- Delivered 550 care packages of food and household supplies, 30 hot meals per week and are shopping and dog walking etc. Seventy people offered to volunteer.
- Hot meals are under review and a Community Larder is going to be set up with Moray Food Plus and The Loft Youth Project as the group plans its response to the next phase.
- Contact with Moray Council Housing and support organisations is ongoing to identify families in need.
- Purchased 25 laptops and 25 tablets to support elderly and families to connect with family and to access children's education.

Lennox Community Council – volunteers are shopping, collecting prescriptions, and providing hot meals.

- Volunteers were provided with ID cards courtesy, of Moray Council, in case they were stopped by Police or challenged by members of the public. WhatsApp is being used for communication.
- Leaflets went to households with information and a note of a phone number to call to arrange food, prescriptions or just for a chat.
- A pantry has been set up and is receiving donations but little food is being taken, possibly because of the stigma, which needs to be overcome somehow.
- The Lampie Hoose in Portgordon is open for a book and DVD exchange using safe operating practices and disinfecting items.
- In Fochabers a kid's project has started – painting stones to make a 'snake' around the village.
- The Community Council is also looking to the future with redundancy and household hardship likely. They are working on how to move forward, phase out things that are no longer needed and identify what is needed and who is in need.

Porknockie Community Council – Portknockie Kindness Group was set up and led on frontline response.

- Working in partnership when asked e.g. receiving grants and passing funds on.
- It took a little while for people to ask for help due to privacy and pride but they the Kindness Group is now shopping for 17 households.
- It has been tricky to identify and work out how best to approach people who may be in need.
- Meals are being provided via the Cullen Bay Hotel.
- A donations box was set up in the square but the Community Council has now given the volunteer Group use of the McBoyle Hall. Local donations have been very generous.
- No Community Council meetings have been held since lockdown but they will look into video meetings.

Strathisla Community Council – Part of Keith Covid 19 response group

- Leaflets delivered to households had the initials of the volunteer covering each area. This increased people's confidence they were dealing with the right individual, someone they could trust.
- Ten households are having shopping and prescriptions delivered, 16 people have had food packs and The Loft Youth Project is supporting 3 families. One person is using AbilityNet for support to get online
- Funding has been used to purchase tablets for children and some vulnerable people in the area.
- Partnership between Keith and Strathisla Community Councils is working well.
- It is difficult to identify and get in touch with those in need, especially in rural areas. It is hoped support agencies will get permission from their clients to pass details to the Covid response group.
- A larder is not a suitable option for rural areas. Many shielding households are planning to continue to shield strictly beyond the end of July.
- Community Council meetings will be held monthly by Zoom after some training with Jane. Several members have had problems receiving emails – possibly to do with high online traffic. It is hoped a new Community Councillor will join from Grange.
- A meeting was held with Richard Lochhead, who is happy to be contacted about any issues.

Lossiemouth Community Council – responded quickly and are doing frontline work

- Have the support of an outreach worker from the Baptist church and use of the Church and Hall. Food is available in the church for people to help themselves.
- A lot of work has been carried out in partnership with the Lossie 2-3 group and Moray Food Plus.
- A leaflet has been delivered to every household and almost every door has been knocked on.
- Community Councillors who are able have been working more or less full time as volunteers; dog walking, shopping, making up school packs and sourcing and giving away personal protective

equipment – particularly to paid and unpaid carers. Leafleting has been carried out and volunteers have tried to knock on every door.

- Sylvia Jamieson, Community Support Officer has been very helpful. Fiona Birse of Lossiemouth Development Trust has also provided support and helped secure funding. Around £20,000 has been spent so far. £82,000 has been secured via HIE. Part of the HIE grant is for 2 part-time posts to assess, monitor and review households in need of support.
- Generous donations have been made locally
- The Community Council has done a nightly update on Facebook.
- There has been some difficulty reaching those most in need. Word of mouth has helped, as well as working with the local BALL (Be Active Life Long) group.
- Those being supported are prioritised according to need with a red list of for those with health or care needs. They have frequent contact and receive twice weekly meals thanks to work with local businesses and Moray Food Plus. Work has also been carried out in partnership with Arrows who provide support for drug and alcohol dependency. A second, amber list has people who have support on a rotation according to need.
- Food, supermarket vouchers, gas and electric top-ups etc. are being supplied.
- It is expected that more households will need help due to job losses.
- Meetings have been held with Zoom – free initially and now paid for.
- A meeting with Norma Matheson from Moray Money advice was very useful and awareness of the Flexible Food Fund has been raised effectively.

Contractors at Lossiemouth base – Contractors from across the UK are working at the base, staying throughout Moray in hotels, bed & breakfasts, other accommodation and even sleeping in vans. They seem to be travelling back home each weekend to various locations in England. It is estimated there are around 100 people travelling from potential infection hotspots. It is understood that the work at the base is crucial, and these are key workers. Nobody is calling for the work to stop, but the lack of compliance with government guidance is very concerning. Contractors in local shops and takeaways are not wearing masks or gloves and do not appear to be maintaining social distance with each other.

The Community Council has spoken with local groups and community leaders so they could talk with one voice about concerns over flouting regulations. Both the MP and MSP have been contacted and made enquiries but the response has been that this is an important job. The Health & Safety Executive was contacted and advised they could inspect and advise hotels etc. but at present they are too busy advising retail businesses how to re-open safely.

One of the major contractors is now testing 20% of the workforce each day, which is welcome, and another main contractor has been asked to do the same. Meanwhile the questions remain as to who is monitoring workers to see that they are following safe practice, and why no details were shared with the community. It is concerning that it does not seem to be possible for community representatives to protect their community. Lossiemouth Community Council will continue to work on this and will report back with any progress.

9. Closing Remarks

The Chair thanked everyone for their attendance and input. It was felt the video meeting worked well and can be used for future meetings.

10. AOCB

None

11. Date of next meeting – frequency of Joint Community Council meetings

It was agreed it would be valuable to meet more frequently for now, perhaps 4 weekly initially

The next meeting will be on **Thursday 9th July 2020 at 7pm.**

There being no further business, the meeting closed at 9.30 pm.

ACTIONS: Ann Skene to share exit phases poster with Jane and email her with Planning queries