

**Minutes of Meeting of the City and Royal Burgh of Elgin Community Council
Tuesday 13th July 2010 at 7.00pm in the Moray Council Chambers**

1. Present

Members:	Alastair Kennedy (Chairman)	Alex Macmillan (Secretary)
	Steven Milne (Treasurer)	Alan Bell
	Anne Glover	George P Littlejohn
	Kathleen Masson	Pat Paterson
	Murray Ross	Harry Torry
	Mary Wall	Laura Keil (Youth Member)
In Attendance:	Cllr Divers	Cllr Jarvis
	Cllr Leadbitter	Cllr Russell
	Cllr Sharp	Inspector Strachan
	Kieron Green	Denise Gormley (Minutes)
	Andrew Holtby, Countryside Ranger, Moray Council for duration of Item 1	
Apologies	Bryan Watson (Vice Chairman)	Mary Dow (Minute Secretary)
	Morna Abernethy	Wilma Milne
	Michael Gates (Youth Member)	Cllr Shand
	Inspector Colin Mowat	

ITEM NO	ITEM DISCUSSED	ACTION
1.	<p>Guest Speaker</p> <p>Alastair Kennedy welcomed all to the meeting and introduced the guest speaker for the evening.</p> <p>Andrew Holtby, Countryside Ranger for Moray Council gave a presentation on the range of duties that his department undertakes and how they can work in partnership with the Community Council.</p> <p>Andrew has been with Moray Council for six years starting his career as a Speyside Way Ranger. The department is now a county wide service as opposed to area specific. The input for the department is still practical conservation work and environmental education. These are all year round programmes and the department works with all ages and social backgrounds within the community. Alongside Andrew in his department is Jim Strachan (Manager) and Ged Connell (Countryside Ranger). They are all based in Aberlour. Due to Doug Hawkes stepping down due to ill health Andrew's team now also has the responsibility for the coastal trail and contributes to the Moray Way.</p> <p>Andrew commented on how fortunate Moray was to have such excellent environmental opportunities stretching from the Cairngorm boundaries to the Moray Firth and affords the community a range of exciting activities such as wildlife watching, bird watching, walking, cycling and horse riding.</p> <p>In terms of work within the Wetlands in the Wards Andrew held an event around general wildlife watching, which he considered a great opportunity for all ages to learn about their local wildlife. General works in the Wards is based on when the team are in Elgin. Litter picking duties will now be the responsibility of Millbuies staff. Andrew considers his main priority for this area to be the pond and</p>	

<p>explained that it had got in to quite a poor state and may require intervention from machinery.</p> <p>Another area of work which the countryside rangers are involved with is Bio-diversity work. Andrew works closely with other agencies in a number of areas including American Mink and Red/Grey Squirrel research work.</p> <p>Andrew thought working alongside the Community Council was a good opportunity for his service and would assist with getting the local community involved in local conservation and environmental issues.</p> <p>Andrew explained that whilst funding in this area is limited he does have access and contacts to funding streams based on community based initiatives. Andrew also has a wealth of contacts in this area of work should anyone require information.</p> <p>Andrew can be contacted on the following information: Tel / Fax: 01340 881266 Mobile: 07511289242 Email: andy.holtby@moray.gov.uk</p> <p>Members were given the opportunity to ask questions:</p> <p>Q. You talked about invasive species such as mink does Moray have a problem with this? A. Within the National Park there is a problem with mink and there is work being undertaken to address this. Initially the focus was on the Dee and Don and parts of the Spey, however work will now take place in the whole of the Spey, Findhorn, Lossie and Deveron. Land owners are working with professionals such as Aberdeen University to monitor and record mink activity. Further research is undertaken by professionals to ascertain gender, DNA and origin source of the minks. Similar projects are happening with grey squirrels and whilst Moray does not have a problem currently this may be an issue in the future.</p> <p>Q. Is it a reportable incident if a mink was witnessed at the local golf course for example? A. Yes. A wide variety of people would be interested to hear of incidents such as this. The main source which would record this is the North East Scotland Biological Records Centre (NESBReC) based at the Macaulay Institute in Aberdeen. They would be particularly interested in the following data:</p> <ul style="list-style-type: none"> o date and time of sighting o location of sighting (Grid Ref.) o what the person saw and whether it was live or dead o what it was doing <p>Individuals can also report sightings to other agencies such as the Forestry Commission, SNH who would pass the information to NESBReC.</p> <p>Q. We are considering putting nesting boxes up in the Wards, is this a good or bad idea? A. Good idea. Think about what types of birds that you want to attract, the design of the boxes will be determined by this. Also think carefully about where you are going to locate the boxes e.g aspect, height. In the Wards there is lots of reeds and you may attract warblers. It would be good to get children involved in a project like</p>	
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	<p>this, such as making the boxes. Also think about bat boxes as these are a protected species.</p> <p>Q. Is your department in control of alien species i.e weeds? A. Yes, alongside other agencies. One of our priorities is to eradicate giant hogweed. Please remember that this is dangerous if the sap comes into contact with skin. A Bio Security Action Plan is currently being drafted.</p> <p>Q. I noticed that the banks of the Lossie are sprayed in early May but there is no further follow up which allows for late blooms, can there be a further follow up of spraying? A. Can't speak on behalf of other agencies doing this but I will check what spraying regime currently exists. I am also mapping what I can see within the local area.</p> <p>Q. Is it correct that the bulb at the end of the hogweed needs proper disposal? A. If the hogweed is pulled up it really requires to be disposed of in a licensed area.</p> <p>The Chair thanked Andrew for his informative input and Andrew left the meeting.</p>	
<p>2.</p>	<p>Apologies were received and noted. At this point in the meeting the Chair congratulated Hazel (Northern Scot reporter) on achieving her Open Degree from the Open University.</p>	
<p>3.</p>	<p>Minutes of Meeting held on 8th June 2010</p> <p>The following corrections were proposed and approved for previous minutes 8th June 2010.</p> <p>Cllr Russell was in attendance at the last meeting.</p> <p>Page 4 item 6d – amend wording to read, “incorrect signage attached to station building” not bus stop in Station Road.</p> <p>Page 6 – amend wording to read, “Steven Milne agreed to circulate a spreadsheet at next meeting” not next week.</p> <p>With these corrections recorded, the previous minutes were approved as accurate.</p> <p>Proposed: Harry Torry Seconded: Steven Milne</p>	
<p>4.</p>	<p>Matters Arising from 8th June 2010</p>	
<p>6b</p>	<p><u>Mosaic on Plainstones.</u> Ongoing</p>	<p>AG / DG</p>
	<p>6b</p>	
	<p><u>Stagecoach.</u> A response has been received via email from Angela Lamb Operations Manager, Stagecoach. “ ... at no time have I stated that in the immediate future the booking / enquiry office would re-open what I stated was once the Bus Station and St Giles centre have undergone the face lift / refit then I would reconsider as to whether it is a viable option to re-open the</p>	

	<p>booking office / enquiry office. The same facilities are still on offer information can still be obtained at the bus station the Controllers door was split in half and should be open when someone is present if not there is a bell for members of the public to ring for attention. New timetable holders etc were put up with large print timetables for members of the public. Booking travel can be done at the depot in East Road during office hours, commuter cards can be bought from Lintons newsagents in the centre. The re-opening of the booking/enquiry office is always under review, however unlike you I have received very little complaints about the facilities now offered. I am quite happy to meet up with members of the community council who would like to discuss this issue further.”</p> <p>George Littlejohn stated that he was keen for members to keep pursuing this issue and not let it drop.</p> <p>Harry Torry reported that he was unaware of any sign present in the waiting room to direct people to information.</p> <p>Pat Paterson agreed to take this issue forward.</p>	PP
13b	<p><u>Street Name Bank</u> The Chairman advised that two suggestions had been received from members and these were Hossack and Bissett. The Chairman asked Councillor Russell if there was any time limit on identifying these names. Councillor Russell advised that there was no rush. Councillor Russell further advised that there had been suggestions received from the public for consideration:</p> <ul style="list-style-type: none"> • Scottish regiments which had local connections • Elgin has a Little Canada it was suggested to have a Little Australia and Little New Zealand. <p>The Chairman advised that the community council will still pursue a competition with school children once they return from the summer holidays.</p>	
9	<p>Alex Macmillan advised that he had made contact with the appropriate department within Moray Council who had responsibility for Community Service. Blair Dempsey was unavailable therefore the response was from a colleague. Alex Macmillan reported that this department are limited in what they can do with individuals conducting community service as there is the perception that they would be taking away jobs from those individuals who have been designated these specific jobs. In terms of those undertaking community service it is against their human rights to identify them through such means as high visibility vests. This is currently being reviewed by the Scottish Government. Alex Macmillan expressed his personal disappointment in this response which he found quite negative. Alex Macmillan indicated that he would follow this up further via the Elgin Ear initiative.</p> <p>Harry Torry expressed his view that he did not think that individuals undertaking community service would be taking jobs away from existing staff as he believed that Moray Council staff were not coping with the amount of litter locally and that this could indeed help cover all areas within Elgin.</p>	AM

<p>12b</p>	<p><u>Investigation into steps leading to Tesco's from crossing</u> Ongoing. Alex Macmillan clarified the exact site that is to be investigated. Queries were raised as to whether steps could be installed just down from the pelican crossing on Alexandra Road leading down to Tesco's. At present this is just a muddy track and this has given cause for concern over safety. Alex Macmillan indicated that the steps leading to the underpass along from this area were very good. Anne Glover informed members that there is someone displaying various designs for use in the underpass in the foyer of Tesco, a suggestion box is also in place. Murray Ross queried who would take responsibility for any damage caused to the walls of the underpass and indicated that he felt plain tiles would be a better option for use as opposed to designed tiles which would be costly to repair or replace. Alex Macmillan sought clarification from Councillor Russell on who would be responsible for the upkeep of the underpass as he thought this might fall to Bear Scotland. Councillor Russell responded that he thought it would fall to the Moray Council and that he personally thought it would be better to have art on the walls as opposed to plain walls which may become vandalised.</p> <p>Murray Ross also raised concerns at vehicles parking on the new lock block at the Town Hall. He expressed his disappointed at this.</p>	<p>AG</p>
<p>12f</p>	<p><u>Identification for community councillors.</u> Ongoing</p>	<p>AK /DG</p>
<p>5.</p>	<p>Police Business and National Security Update</p> <p>Inspector Strachan commented on the high profile of police since the last meeting and informed those present that things were almost returning to normality for the Lesmurdie community. There has been a leaflet drop to residents expressing gratitude for their help and patience during this time.</p> <p>Inspector Strachan gave an update on behalf of Inspector Mowat in relation to the matter raised at the previous meeting by Bryan Watson. Since this meeting the two parties have expressed interest in mediation and this has been organised by the police. An individual body is now dealing with this matter.</p> <p>Inspector Strachan further updated members of the publication of a local policing update for Elgin. This is available for viewing on their website and will be a quarterly update.</p> <p>The Secretary expressed his personal thanks to the police teams who were working on the Lesmurdie Road and said that their presence was reassuring for the community. Inspector Strachan responded by saying that the help and support of the community greatly assisted with this matter.</p> <p>The Chair said that he had heard that the incident van was to be moved out of the area but a police presence would remain.</p> <p>With no further comments or questions Inspector Strachan left the meeting.</p>	

<p>6.</p> <p>a.</p>	<p>Committee Reports</p> <p>Planning. The Chair met with British Land (Owners of Springfield Retail Park) and is awaiting a further response.</p> <p>Murray Ross asked for clarification on why the site next to McDonalds was being cleared. The Chair responded that the planning application had been agreed some two or three years previously and his understanding was that it was for two or three business units.</p> <p>The Chair had received a letter from Sainsbury's regarding a proposal to build on the Mart site. This is in the form of a pre-planning consultation. The Chair informed those present that Bryan Watson will respond to this in a similar way to what was previously submitted by the Community Council. A copy of the letter is available for members to read.</p> <p>The Secretary requested that a presentation to the community council would be useful as it is such a major development. George Littlejohn agreed with this comment. It was agreed by all that this be organised.</p> <p>The Chair asked Laura Keil if she had any particular views on this. Laura replied that she was not in favour of the site and questioned why it was being located so close to Asda. Laura was also concerned over the amount of traffic it would cause but said that she felt the development was good for Elgin overall.</p>	<p>AM</p>
<p>b.</p>	<p>Recreation & Leisure <u>Mosaic on Plainstones.</u> Ongoing. Anne Glover had responded to a letter in the Press & Journal and was continuing to provide information to this person.</p> <p>Murray Ross advised that a bench was in place in West High Street. Councillor Russell said that the benches had been installed after consultation by the BIDS group.</p>	<p>AG</p>
<p>c.</p>	<p>Environment Anne Glover gave an additional update in terms of shop greenery and advised that the committee had met and were sharing the work on this. Fifty three shops will be approached in relation to this matter. Jacqui Taylor (BIDS Manager) had supplied Ann with a list of proprietors'. Ann requested approval for her to sign letters for submission and this was given by the Chair.</p>	<p>AG</p>
<p>d.</p>	<p>Roads & Transportation. Murray Ross updated those present.</p> <p><u>Parking at Pansport.</u> The committee was opposed to this and put forward alternative proposals. The committee are now concerned over the lack of use of this parking area and the manner of the cars parking there.</p>	

	<p><u>Linkwood Medical Centre cycle path.</u> A letter had been sent to Diane Anderson concerning the cycle path that links to the pathway. This is out with Moray Council responsibility because it belongs to Springfield Properties. Linkwood Medical Centre also responded that it was out with their responsibility. The Roads & Transportation Committee is awaiting a response from Sandy Adams.</p> <p><u>Lossie Green & Lossie Wynd car parking charges.</u> George Littlejohn explained that the Roads & Transportation Committee had no objections to this and that the charges are to commence in the Autumn.</p>	
<p>e.</p>	<p>Youth. In Michael's absence the Chair updated members. The Chair and Denise Gormley met with Michael and discussed various ways of developing a Youth Committee that would ensure that the views of young people were fed into and from the community council. Michael agreed to discuss this with Laura and take this forward. The Chair and Denise Gormley will continue to support both youth members.</p>	<p>MG/LK/AK/DG</p>
<p>7.</p>	<p>Community Planning <u>Elgin North Area Forum</u></p> <p>Kieron Green (Chair of Elgin North Area Forum) was present to give an update.</p> <ul style="list-style-type: none"> • Concerns continue to be raised at the forum over the litter mess at the River Lossie. • Trees at Ladyhill are causing a visibility issue. • At the next meeting it is hoped to have a guest speaker from NHS Grampian to give an update on the health priorities for the Elgin North area. Members proposed a series of questions with particular regard to potential cuts in services and home care services. • Interviews had been held for the vacancies within the Community Support Unit for support workers for Elgin North and Elgin South. <p>Councillor Sharp pointed out that budgets will be preserved as much as possible in terms of provision for older adults.</p> <p><u>Elgin South Area Forum</u></p> <p>Alan Bell had attended the last meeting as a representative from the community council and reported the following update:</p> <ul style="list-style-type: none"> • Two representatives from NHS Grampian were present to answer questions around Boots pharmacy, cycle bays at Linkwood Medical Centre, health priorities for Elgin South in particular the deprived areas, convalescent facilities within Elgin and dentist provision within Elgin. • Parking issues with local residents which may arise when Moray Council moves into the old Safeway building. <p>Murray Ross asked if it was possible to have cycle bays at the front of the Linkwood Medical Centre and pointed out that there was no signage to say cycle bays were at the back of the building.</p>	

	<p>Councillor Jarvis responded to this by saying that he had been there today and that signs were in place stating where the cycle bays were located.</p> <p>Councillor Sharp gave details of an upcoming event in Elgin Town Hall which will focus on Reshaping Care for Older People.</p> <p>George Littlejohn advised that he and Murray Ross had written a long letter which included parking issues and that he felt it was up to Moray Council and its employees to work on schemes such as car pooling – if this is not resolved the situation will develop into one similar to that at the hospital. The letter has been drafted for the attention of Alastair Keddie. Approval was given for this letter to be submitted.</p> <p>Councillor Russell advised that the Moray Council car pooling scheme is proceeding.</p> <p>Kieron Green advised that Moray Council employees have access to a subsidised bike purchase scheme.</p> <p>At this point Councillor Divers and Councillor Leadbitter joined the meeting.</p>	
<p>8.</p>	<p>Treasurer's Report</p> <p>The treasurer gave an updated spreadsheet to all members present. The Treasurer proposed to have these sent along with the committee reports. This was agreed.</p> <p>No.1 account = £1004.00 A cheque had been received from Grampian Police for £250.00 in relation to Elgin Ear. An invoice had been received for £174.16 in relation to the Beautification Scheme and is to be deducted from No.2 Account.</p> <p>The Treasurer highlighted that only a few members submit expense claims. He is proposing to circulate expense forms and encouraged members to claim for expenses incurred. The Chair echoed this and encouraged members to claim.</p>	<p>SM</p> <p>SM</p>
<p>9.</p>	<p>Elgin Ear</p> <p>Alex Macmillan expressed gratitude to Grampian Police in particular Inspector Mowat for the funds received to Elgin Ear. Alex Macmillan advised that further listening reports had been received to Elgin Ear via the listening box and the surgeries. Elgin Ear Steering Group has met and discussed these. Four listening reports are being progressed:</p> <ul style="list-style-type: none"> • Overflowing flower bin situated at the top end of Elgin Cemetery. There is a large industrial green bin at the main entrance off Linkwood Road but only a small black one at the top end. Request is being made for this to be replaced by a large green industrial bin. • Obstruction being caused by Moray Council buses at junction of Quarry Road and Morriston Road when dropping off and 	

	<p>picking up Elgin Academy students.</p> <ul style="list-style-type: none"> • Request for traffic calming measures on Morrision Road as the flashing 20mph signs during school hours are having little. • Request for clarification on legality of flashing 20mph signs. Are these legally binding under the Road Traffic Act or are they just advisory? <p>All outcomes will be reported back via the Community Council. Alex Macmillan further advised that the students and staff from Elgin Academy have finished making additional listening boxes and these are to be situated in the following sites; Elgin Library, Asda, Elgin Youth Café, Linkwood Medical Centre, CJ's Plaice and Elgin Community Centre. There has also been a display in the foyer of Elgin Library recently and this will be on show in MVS0 week commencing Monday 23rd August 2010. A press release is also scheduled for August with Elgin Academy and Grampian Police.</p>	
<p>10.</p>	<p>Correspondence The following correspondence was presented and members were invited to read the following documents:</p> <ul style="list-style-type: none"> a) Response, dated 3rd June, to Roads & Transportation letter re. Traffic Issues b) Response, dated 24th June, to Roads & Transportation letter re. Car Park Charges c) Letter from Chair JCC, dated 28th June, explaining role of JCC. JCC Meeting 12th August 7.00pm Council Chambers d) Supplementary letter from Tyco Electronics dated 30th June, re. O2 Mast at Glen Moray Drive e) Letter re. Digital TV Switchover offering help to vulnerable groups f) Consultation on Procedures for Additional Support Needs Tribunals for Scotland – Response required by 24th September (to be online) Kathleen Masson agreed to progress this. g) Revised Consultation Programme for Sainsbury Development h) Letter from Sainsbury's, dated 8th July re. Consultation with Local Community i) Community Support Unit Elgin Update – June 2010 j) Reshaping Care for Older People Event. Elgin Town Hall 22nd July 2.00pm – 4.00pm k) Local Policing Update l) Grampian Police (Moray Division) Public Performance Report 4th Quarter 2009/10 m) Wholesale Plant catalogue for Beautification Scheme n) Invoice for Planter on A96 - £174.16 	<p>KM</p>
<p>11.</p>	<p>A.O.C.B</p> <p>a) Coach Drivers Year Book Entry. The Secretary advised that there was an increase in the cost for this – £99.00 + VAT for Visitor Information Centre details, email address, fax number or £148.00 + VAT for above with picture and / or map</p> <p>George Littlejohn queried as to whether this was only recently</p>	

	<p>passed a few months ago. The Secretary responded that the last entry was late and this new entry is early hence why there seems to be an overlap.</p> <p>George Littlejohn felt that this was good for the city of Elgin and that the community council should encourage this.</p> <p>Mary Wall commented that she felt it seemed worth having a picture included for the extra amount.</p> <p>Anne Glover asked for clarification on where coaches actually stop within the city. The Secretary advised that there were spaces in Lossie Green. Murray Ross advised that the Roads & Transportation Committee had proposed exemptions for coach parking charges at Lossie Wynd and Lossie Green in a recent letter.</p> <p>All present agreed to an entry at a cost of £148.00 + VAT.</p> <p>The Chair asked the elected members present for clarification on whether something was in place that connects tourism locally. Councillor Russell advised that the Moray Tourism Group had been successfully launched. The Secretary suggested that it would be worthwhile approaching this group to ensure there is no duplication and that all the necessary information is included in the entry. Councillor Russell advised that Marion Walker is the contact person for this.</p> <p>b) Name badges for committee members. Murray Ross agreed to email the template that he and George Littlejohn use to the Chair and Denise Gormley for progression.</p> <p>c) George Littlejohn requested that a member or committee take on the responsibility for reading and highlighting issues on all Grampian Police reports. It was agreed that the Planning Committee would pursue this.</p> <p>d) Murray Ross advised that the Boots Pharmacy appeal was scheduled for 17th August 2010.</p> <p>e) Harry Torry expressed his disappointment in the lack of community involvement in the recent turf turning ceremony at the Elgin Academy re-development. Whilst there were students in the photo shoot there were no community members. Harry Torry had relayed these concerns to Andy Oliver. Harry also stated that there was no further development with the rubbish on the banks of the River Lossie.</p> <p>f) Street name bank – Councillor Divers advised members that there is already two streets named after Roma Hossack.</p> <p>g) Community Support Unit interviews. Alex Macmillan advised that he and Anne Glover had attended the informal interview stage as representatives for the Community Council. Alex commented that they had found it an enjoyable experience and had submitted suggestions for improvements in the process.</p> <p>h) Anne Glover sought clarification on the Motorcycle Club. It was agreed that this needs to be researched further and will be discussed at the next meeting.</p>	<p>AM</p> <p>AM</p> <p>MR/AK/DG</p> <p>HT/SM</p>
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i)	George Littlejohn updated members that the Community Engagement Pilots within Moray are now very in depth and progressing. George felt it would be beneficial to have someone along to a future meeting to give an update and brief on these projects. George Littlejohn agreed to organise this. The Secretary advised that the next available date is 12 th October 2010.	GL
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Date and Time of Next Meeting.

Tuesday 10th August 2010 at 7.00pm.

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These Minutes were Adopted as a True Record of Proceedings:

Proposer:

Seconder:

Chairman:
Mr Alastair Kennedy

Date: