Minutes

Portlethen & District Community Council

Date | time | location 27/07/23 | 7pm | Larch Room Portlethen Academy

# In Attendance

**Community Council Members:**

Roy Findlay, Stewart Lees, John Burgess, Paul McLean, Michelle Aitken, Amanda Ross

**Councillors:**

Catherine Victor

**Aberdeenshire Council:**

**Apologies:**

Mel Sullivan, Eoin McManus

# Agenda

1. Welcome
2. Apologies
3. Approval of previous minutes
4. Actions arising from previous minutes (meeting 18/05/23)
5. Planning
6. Internal PDCC management
7. Financial
8. Urgent business

# Minutes

Welcome and Introductions:

 Welcome to members of public (9 in attendance) and Cllr Victor.

Approval of previous minutes:

Minutes approved.

* Update on actions:
	+ PDCC Communications Charter
		- Posted on Asda noticeboard, to be included with minutes in library – action on Roy Findlay
	+ Status of PDCC constitution
		- To be clarified with Gemma Morrison – action on John Burgess
	+ Findon Park Football Pitch
		- Requested update from Aberdeenshire Council planning team, none yet forthcoming. Seek historical information from Fred Stewart – action on Paul McLean
	+ “Welcome to Portlethen Signage”
		- Ken Watson chased “Portlethen welcomes careful drivers” signage. Aberdeenshire Council to install by October break. General Portlethen sign ongoing – action to determine location of signage on Michelle Aitken
	+ Farmer’s Market
		- Volunteers in place, market scheduled for August 20th at the Green
	+ PTA relations and community garage status
		- Meeting held. Garage deeds update ongoing – action on John Burgess

Planning:

Licensing Policy consultation

* PDCC to respond positively – action on Michelle Aitken

Common Good Policy consultation

* No response required from PDCC. Policy consultation to be posted on PDCC Facebook page – action on Michelle Aitken

Cairnrobin development consultation

* Consultation events to be posted on PDCC Facebook page – action on Michelle Aitken

Residential development at Thistle Drive consultation

* PDCC objection letter agreed. Action on Michelle Aitken to submit to Aberdeenshire Planning.

Internal PDCC management:

Selection of Meikle Carewe Decision Making Panel representative from PDCC

* Stewart Lees with John Burgess as substitute. Action on Eoin McManus to submit to Meikle Carewe.

Co-opting of new members

* Lorna Doyle and Joy Komolafe co-opted onto the PDCC. Action on Eoin McManus to submit relevant paperwork to Aberdeenshire Council.

Financial

 Community Council grant - requirement for verified accounts to progress

* Bank paperwork completed, request information from Aberdeenshire Council on how to proceed. Action on Amanda Ross/Eoin McManus.

Urgent business on existing PDCC initiatives:

 Council invitation to express formal interest in “Big Bulb 2023” participation

* PDCC to express formal interest, working alongside other community groups. Action on Michelle Aitken

 Urgent items pertaining to existing PDCC initiatives

* Nothing to report.

Date of next meeting: August 24th 7pm, use of Larch Room pending let application approval.