

**Froghall, Powis and Sunnybank Community Council**  
**Minute of Meeting of 3 November 2021**

Present: Community Councillors Stephen Clarke, Albert Craig, Geoff Goolnik, Alexander Mess, Linda Presslie, John Singer and Daniel Warren

Also present: Karen Finch (ACC Community Council Liaison Officer), AC Councillor Henrickson, AC Councillor Macdonald, Fred Bayer, Rachel Smith

**Welcome**

1. Karen welcomed all those in attendance.

**Appointment of Office Bearers/Co-options**

2. Karen asked if there was anyone looking to be co-opted. The rules for co-option are one third of the current membership which would allow two additional people to be co-opted and that after one full year of being co-opted they would become full members.

**Action:** to agree to co-opt Fred Bayer.

Karen then sought nominations for the various office bearer positions. After some discussion, the Community Council duly nominated and seconded the following:

Chairperson: Geoff Goolnik  
Vice Chairperson: John Singer  
Secretary: Albert Craig  
Treasurer: Daniel Warren  
Planning Officer: Linda Presslie  
Licensing Officer: Linda Presslie

**Action:** to get the bank signatories updated, form required from the bank

**Data Forms**

3. Karen requested that those members who had yet to complete the data forms, if they could do so and that if they needed the link again or a paper copy to let her know.

**Constitution and Declarations**

3. Albert asked if the constitution could be changed so that office bearers were in place for one year only. Karen advised that the standard practice across Scotland was that office bearers were in place for the full term unless they decided to step down from the role.

Stephen asked whether members should be declaring their interests now at the start of the new term of office. Karen advised that this was not necessary as long as members declared at the meeting where there may be a conflict and that it was recorded in the minutes for the meeting.

### **Minutes of Previous Meeting 6 October 2021**

4. Geoff sought any changes to the minutes and asked if members were happy to approve them. A lengthy discussion took place regarding the minutes. Karen asked who did the minutes and why they weren't present at the meeting. It was stated that this was the way that the minutes had been done for several months and that the transcript from the meeting went to the Minutes Assistant and they typed the minutes and sent them to the Community Council Chair.

Various issues were raised with the minutes, such as the content, the accuracy and whether they should be issued to members before the agenda and minutes were issued for the next meeting to allow members to comment on them before they were adopted formally at the meeting. It was also discussed that the meetings required to be more focused and have time allocated and adhered to which may help with the production of minutes.

Various options for how to deal with the minutes in the future were discussed. Members felt that they need to be able to comment on the minutes at an early opportunity than at the meeting and that this would hopefully reduce the time at meetings discussing the previous minutes. It was also discussed who should receive the minutes from the Minute Assistant to make sure that they were in a reasonable format and for accuracy prior to them being issued to the members.

Daniel stated that the Community Council required some support to help them manage meetings more effectively and asked Karen if she could provide assistance or training. Karen advised that there were various training opportunities available either as individuals or as a group. She indicated that from what she had witnessed from the meeting that she agreed extra support was required. Members all agreed to take part in the training.

#### **Action:**

1. **Minute Assistant to produce minutes within 14 days and send to the Secretary for checking;**
2. **Secretary to issue to all members along with a draft agenda for comment, as soon as possible after receipt from Minutes Assistant;**
3. **Final agenda and minutes circulated 7 days prior to the meeting;**
4. **Karen to liaise with Ann and Linda regarding venue availability and to identify suitable dates which may include a Saturday.**
5. **To re-issue the minutes from the October meeting for formal adoption at the December meeting.**

## **Matters Arising**

5. Geoff asked for any matters arising from the minutes. An update was provided in relation to the bridges project which included quotes. The Community Council agreed to ring fence £1400 for the project. Geoff attended a virtual meeting with Cllr. Grant, ACC officers and the Secretary of Old Aberdeen Community Council. It was regarding Bedford Road and ways to improve pedestrian use. Discussion was positive and a further enhanced meeting is to be arranged by Cllr. Grant.

Linda provided an update in relation to conversations she had been having with the City Fibre Contractors specifically around the location of the black boxes in front of people's houses. Alex advised that the Council were aware of these issues and were monitoring the works that were ongoing across the city.

**Action: to ringfence £1400 for the bridges project.**

## **Planning**

6. Linda advised that there were two applications for the areas this month.
- Application Ref: 211530/MPO  
Site – Bounded by Froghall Road / Froghall Terrace  
Modification of planning obligations condition contained in Clause 5.1 (b) to be discharged in respect of use for Low-Cost Home Ownership
  - Application Ref: \_\_\_\_\_

### **Action:**

1. **Linda to formulate a response to both applications and send to Secretary for circulating to all members for comment before being submitted;**
2. **Application References and brief description should be added to the website to notify the public and where to get more information.**

## **Future Meeting Arrangements**

7. Members discussed whether the meetings should continue online or move to face to face at Powis Community Centre. The cost of zoom compared to other platforms was also discussed.

**Action: Members agreed for the meeting on 1 December to be held via Zoom and that the meeting in February be held face to face, guidance permitting.**

- **Geoff Goolnik, Chairperson**