

**Kingswells Community Council
Minutes of Meeting**

Date: Tuesday 4th December 2018
 Time: 19:00
 Venue: Adventure Aberdeen
 Chair: Russell Ritchie
 Participants: Dave Simpson, Dianne Stewart, Aleen Shinnie, Denise Poole

Apologies: Steph Jackman, Craig Coates, John Farquharson Alex Carnie, Kevin MacLeod, Edosa Akioya, Ian Cox, Councillor David Cameron, Councillor John Wheeler, Councillor Steve Delaney

Item	Minute	Action	Completed Date
1	Introduction by Chair		
	Russell opened the meeting	For Info	12 Nov
2	Police Report		
	No police report has been received. Police Scotland have re-zoned Aberdeen and it is unclear as to what area of the city Kingswells falls under. This is being validated by Karen Finch	For info	
3	Members of the public		
	2 members of the public attended 1 individual wanted to raise awareness of dogs in the community 1 individual presented on a community project proposal for a free bus linking Kingswells and Westhill. Further information sought and discussions ongoing re feasibility	For info	
4	Councillors		
	Due to other commitments and a Road Traffic accident no councillors were able to attend the meeting.	Councillors	For Info
5	Approval of minutes		
	The minutes for the previous meeting were approved.	KCC	12 Nov
6	Matters Arising from the previous meetings		
	Defibrillator Training: Trainer did not turn up due to a mix up for further session on the 3/12/18. We hope to reschedule and communicate out further dates shortly. Apologies for any inconvenience	KCC	Ongoing
	Residents Association: - ongoing	John	14 th Jan
7	Planning and Environment		
	Meeting requested by an independent Developer who wishes to submit a planning proposal for 24 houses in the old village. He is keen to engage with the community to ascertain feedback, manage concerns etc before proposal submitted. Planning subcommittee to organise a meeting with developer before end Jan	Russell/Dave/ Ian	End Jan
8	Accounts		

	Denise Poole will undertake responsibility for managing the KCC accounts from March 2019. Ian Cox will finalise current accounts and hand over to Denise during the net quarter. End of year accounts must be finalised by March to ensure annual community budget. Denise to investigate new banking process in line with the Community council guidelines.	Denise/Ian Denise	For Info
9	AOCB		
	Review Action Tracker – Most of these issues are concluded and it was decided by those present that we would simplify the method of tracking and managing actions.	Dianne	
	Social media – define/document setup, agree access and responsibility for managing this. Full Admin access to be granted to Dianne, and Russell	Russell/Ian	ASAP
	Emails and communication - email traffic and effective management of information Handovers and exchange of info. Current email set up outdated and needs to be more reliable/accessible. Review alternatives in line with community guidelines.	Russell	ASAP
10	Date of Next meeting:		
	Next meeting will be on Monday 14 th January 2019, Adventure Aberdeen at 7pm. All welcome	For Info	

Signed  Date 12 Dec 2018