

## MEETING NOTE

### KPFG MEETING 26-10-16

**Location:** Kemnay Academy

**Time:** 7.00pm

**Present:**

Ken Ledingham KL (Chairman)

Jim Buchan JMB (Secretary)

Tamara Forgie-Watt ( Sanctuary Housing Association)

Paul Hendy (Scottish Flood Forum)

Jude Galas

Helen Chalmers

Alistair Gill

**Apologies:**

Irene Ferguson

Steve McGill

**1. Apologies and welcome-** Ken welcomed Tamara and Paul to the meeting and gave apologies for Irene and Steve.

**2. Dates for future meetings.**

Jim said he had created a list of meeting dates for the next year and will send it out to members for comment.

**Action:** Jim to circulate list.

**3. Minute of last meeting - approval and circulation**

The wording of the draft minute was discussed. No changes were thought to be required and the minutes were agreed.

Discussion took place about whether we should circulate the minutes to all residents of Kembhill Park or only to those residents who had signed up to become members of KPFG. It was agreed that only members of KPFG were entitled to copies of the minutes and that relevant information to other folk could be put in the form of a newsletter. Ken agreed to put together a newsletter and to let other committee members see this before it was sent out.

**Action:** Ken to draft newsletter for committee approval.

#### **4. Matters arising-**

##### **a) Papers to people not on e-mail list.**

Helen indicated that she had delivered paper copies of the newsletter to some houses but ran out of copies for Bremner Way. After discussion it was agreed that the letter was now out of date and to leave these houses meantime.

##### **b) Scottish Flood Forum Survey.**

John has completed the survey and is also producing a map which shows the houses and other areas which were flooded. In response to a query from Hazel Smith it was indicated that Bremner Way had not been included as it was thought someone from that area was completing that task.

##### **c) SEPA and Scottish Water- meeting with Alexander Burnett, proposed meeting with Scottish Water and Aberdeenshire Council.**

Ken reported on the meeting he and Alastair had on the 11<sup>th</sup> October 2016 with MSP Alexander Burnett. Ken had previously circulated an e-mail about the meeting to committee members. At the meeting Mr Burnett agreed to look into tabling an amendment to the 2009 Flood Risk Management act so that Kemnay could be declared a PVA before 2019 when SEPA are due to complete their current review of the whole of Scotland.

Alastair suggested to Mr Burnett that sections 10 and 14 of the Act provided scope for Scottish ministers to bring the review process forward which would allow for flooded areas to be declared PVAs at an earlier stage. Mr Burnett agreed to look into this suggestion.

He was also asked to look into the issue of a flood risk assessment for Kembhill Park being carried out by private contractors since Aberdeenshire Council had indicated that they did not have the manpower at this time to complete such a study themselves. Mr Burnett agreed to make this suggestion to the Council.

Paul said that he knows Roseanna Cunningham, Cabinet Secretary for the Environment very well and offered to speak to her about the situation. Paul indicated that she is very level headed and will push to get change implemented if there is a clear case to do so in light of events. Paul's offer was accepted.

Ken read the contents of an e-mail he had received from Grace O'Keeffe, Alexander Burnett's Office Manager, which confirmed what

had been agreed with him at the surgery meeting in Kemnay. Her e-mail also confirmed that Scottish Water had in fact responded to Mr Burnett's earlier letter but that it had got lost somewhere in the system. In their letter Scottish Water indicated that they hoped to be in a better position to answer our queries towards the end of October and would contact community groups directly to confirm a suitable date for a meeting.

**Action:** - Ken to monitor progress in relation to the above.  
- Paul to speak to Roseanna Cunningham

**d) Temporary flood protection at KP- response from Council to list of questions about Watergate, need to recruit Flood Wardens and work on emergency plan. See main item 5.**

Jim referred to his communication with Lee Watson at the Council (Gavin Penman's line manager) concerning a written response to the questions we had submitted about the Watergate barrier. Lee has said that he hoped to have written answers for our next meeting in November which he is willing to attend.

**Action:** Jim will email Lee and Gavin giving them the date for our next meeting once the date has been agreed.

**e) Amended constitution being sent to residents.**

Jim indicated that he has still to do this.

**Action:** Jim to send the final version of the constitution to all residents (members and non-members) and also encourage people to become members.

**Action:** Jim to also send a copy to Tamara at Tamara.forgie-watt@santuary-housing.co.uk

**f) Minutes of KPFG inaugural meeting, 14/09/16.**

**Action:** Jim to send again to Ken and get it agreed within the week.

**g) KPFG website.**

Jim reported on his investigation into setting up a KPFG website. He said that approximately £110 would be needed to get a website up and running. Paul commented that the Rotary might be willing to make a one

off grant. Ken said he had been in discussion with the Rotary and would report on this later in the meeting. Paul said that he might be able to provide 1<sup>st</sup> year funding. Jim suggested that a KPFG website would be the best way forward for the group as all information which we need to share with members could be placed on the site for all to see. Paul mentioned about the need for getting the site meta tagged which was agreed by Jim who has had experience in setting up such websites.

**Action:** Paul to look into sources of funding for the website.

#### **h) Charitable status for group.**

Jim said that this issue has been on the “back burner” for now but Paul indicated that there were advantages in seeking such status and mentioned applying as a SCIO, (Scottish Charitable Incorporated Organisation). Jim agreed to look into what was involved in becoming a SCIO. Paul indicated that SFF is a SCIO and offered his help in setting KPFG up as a SCIO.

#### **i) KPFG bank account.**

John indicated that Jim will need to go to the bank in Inverurie with proof of identity to complete setting up the KPFG bank account as he is a co-signatory to the account.

Ken stated that Dawn Brown from Garioch Partnerships had told him that a newly constituted group such as ours could apply for start-up funding of up to £750. John was asked to complete the online application form for a grant.

**Action:** Jim to visit bank to give specimen signature and proof of identity.

**Action:** John to pursue application to Garioch Partnerships for start-up funding.

#### **j) Membership fee collection and recruitment of members.**

Ken said that he thought the committee needed to be more proactive in trying to recruit more members. After discussion it was felt that we should wait until the bank account had been set up and we would then be able to issue receipts to people who wanted to become members. It was further suggested that we should produce a flyer to use to raise awareness about both membership and fee collection.

**Action:** Jim to circulate the membership/residents database so that committee members could see who had not signed up as members as yet and would require to be visited.

**k) Mailchimp e-mail lists.**

Jim proposed to remove members from the residents Mail Chimp List and create a separate members list. This action was approved as it would avoid people receiving two copies of any e-mails which were sent out.

**Action:** Jim will take action to do this ASAP.

**l) Potential funds from Rotary Club, Garioch Partnerships etc – See main item 6.**

Ken indicated that the Kemnay and Kintore Rotary Club had offered funding of approximately £2000 to both KP and MM for the purchase of equipment which would be of help should there be more flooding. Ken had suggested a dirty water pump plus trolley and hoses for KP and Henry Riddoch from the Rotary Club thought this was a very good idea for both KP and MM.

Concern was expressed that we might end up having a pump but no barrier as we still had not heard from the Council about the Watergate barrier and when it might be delivered. Paul said that he was concerned that we do not have a commitment in writing from the council about the supply of the barrier. Jim indicated that he thought we should try to get the Council to put in writing what they propose to provide. Hopefully they will do so when they send us answers to the various questions which we have raised about the Watergate system.

**m) Attendance at KCC meeting 29/09/16 and 24/11/16.**

Ken said that he had not managed to get to the last KCC meeting. Jim said he will attend the meeting on the 24<sup>th</sup> October.

**n) Newspaper articles.**

Ken said that he still had not had time to scan and circulate these to members. Ballater had been in the news quite a bit in their efforts to get the council to build a bigger and longer bund. Alistair agreed to undertake this task.

**Action:** Alistair to create PDF's for sending out to residents and send to Ken.

**5. Temporary flood protection at KP-** Response from Council to list of questions about Watergate.

This item was carried over to next meeting when it was hoped that someone from the Council might attend and answer our various questions.

**6. Production of Emergency Plan and Recruitment of Flood Wardens.**

It was indicated that there would be six members of the committee attending this event on the 16<sup>th</sup> of November. Ken said he had also asked a number of other folk in KP if they were interested but was waiting on a response. There are 4 more spaces for KP residents.

Helen suggested that people out-with KP should be asked if they were interested in volunteering to be part of the Flood Warden team. It was agreed that we should consider who might be invited to join as work on the Flood Warden plan continues. Alistair suggested that we should definitely approach people with specific skills with a view to securing their involvement in a flood response team.

It was agreed to defer work on producing the KPFG emergency plan until after the training session on the 16<sup>th</sup> November.

**Action:** Jim to ask David Simon if he is interested in attending the training session.

**7. Potential funds from Rotary Club, Garioch Partnerships etc.**

This item had already been covered earlier in the meeting.

**8. Feedback from KCC-** Response from Council to request for Kemnay Flood Risk Assessment, Insurance, SFF training 16/11/16 etc

Irene was unfortunately unable to attend the KPFG meeting but was going to be reporting to the KCC meeting tomorrow evening about these various items and Jim was attending this meeting.

**9. Division of tasks to committee members.**

This was covered earlier.

#### **10. Suggested survey of flooded residents to confirm aggregate value of property damage.**

Discussion took place about the cost of all the damage done to flooded houses at Kembhill Park. It was agreed that it would be useful to have this information collected.

**Action:** JMB to put together a letter to residents concerning the cost of damages to their individual properties and to estimate the aggregate cost of damage/repairs to all the houses affected in Kembhill Park.

**Action:** Paul to share wording used for his MM survey where he did a similar exercise. Paul also offered to share his model we can use to take this forward.

**Action:** Jim to action this with once the draft was approved by the committee.

#### **11. Report of key considerations from Port Elphinstone bund investigation.**

Jim provided an over view of the history of the Port Ephinstone bund. Concerns had been expressed that the new bund being built was longer than the one which had been there previously. Jim indicated that this was not the case and that the new bund was in fact the same length as the previous bund which had failed during the flooding in January. Since this bund had already been in place and there was a documented survey available to confirm its dimensions, the Council were able to reinstate it to its previous condition. This is different to KP where there hasn't been a continuous bund and filling in the gap would constitute new work which would need SEPA approval.

Jim had summarised his findings in a report which he had circulated to committee members. This information may be useful to KPFG going forward and inform our discussions with the Council staff at our next meeting.

**Action:** Jim to circulate a copy of the latest version of his report to committee members.

#### **12. Miscellaneous - Cleaning of drains, cleaning of weeds and grass from kerb side gutters, fly tipping etc.**

Ken asked if committee members had seen any evidence of work being done by the Council on the various issues which had been reported to them. It was indicated that no work seems to have been done on cleaning the drains on the path surrounding KP or in clearing the kerbside gutters of weeds and grass.

Tamara said that she has been talking to the Council about prioritising which drains need to be proactively cleaned. It seems that they have a project to survey drains to see which of them need to be cleaned. If tenants report that a drain needs to be cleaned, that can put pressure on the Council to take action. Once a drain has been reported the Council need to make a response within a certain period of time.

It was not known if the Council had responded to Jim's report about fly tipping at the side of the old football/tennis court. Alistair agreed to have a look to see if there had been any action.

**Action:** Ken to report drains needing cleaning to Council and chase up other outstanding issues.

**13. AOCB** Response by Council to report of dangerous tree, gravel on path at number 31.

Ken asked if there had been any progress made in relation to these issues. It was thought that the tree branch which was in a dangerous position was no longer there but no one was aware of action being taken by the Council to remove it.

Jude said that the sand and gravel from the drain which was cleared last January was still in evidence on the path outside her house and that she had decided to clean it up herself as she was getting fed up seeing it there.

Tamara was asked if she had anything to report from Sanctuary Housing. She said that all of her tenants are now back in their houses and that she was happy to come to future meetings.

Helen asked if we have flooding again can we sue the Council for any damage caused. General discussion took place and it was agreed that we would need to be able to prove negligence on the Council's part. John commented that he thought the Council would have been more concerned about possible damage to the school and the costs of disruption to children's education but this did not appear to be the case.