

Minutes of KPFG meeting 28-09-2016

Present:

Ken Ledingham - KL (Chairman)
John MacNicol - JM
Jim Buchan - JMB
Helen Chalmers - HC
Judith Galas - JG
Irene Ferguson - IF

Apologies:

Steve McGill
Alistair Gill
Paul Hendy

1. Apologies and welcome-

Ken welcomed all present. Apologies were noted for Steve McGill and Alistair Gill.

2. Dates for meetings.

The group discussed which evening of the week was the best for the majority of members to attend committee meetings. It was suggested that we should try to agree dates for the year ahead rather than discuss the date of the next meeting at every committee meeting. It was agreed that the preferred evenings would be Wednesdays and Thursdays whilst avoiding school holiday periods.

The following dates and proposed venues were agreed-

Next meeting - October 26th, Kemnay Academy

November- 16th Wednesday, Kemnay Academy

Rather than take up more time discussing this issue it was suggested that Jim create a meeting schedule for the year ahead and circulate this to members of the committee.

Irene suggested that the Village Hall might be prepared to waive fees for a group such as ours if we wanted a different venue. It was agreed to make contact with Janet Newberry to check this out.

Action: KL to check if village hall might waive fees for the KPFG so we can schedule meeting there if required.

Action: JMB to create meeting schedule and circulate to the committee.

3. Minute of last meeting-

- No alterations or amendments were required and the minute was approved for circulation.
- Jude Galas requested however that the spelling of her surname be corrected for future documents.
- It was agreed that rather than sending out the minutes by e-mail to folk that it would be better to set up a website where all meeting notes can be stored and published. This will require a dedicated web site and domain to be set up. (see discussion later under item 7). Until this facility is in place minutes should be shared with members of KPFG using the Mail Chimp Members list.

Action: JMB to extract the names of members from the Mailchimp residents list and circulate this information to committee members

4. Matters arising-

a) People not on e-mail list – Ken indicated that paper copies of minutes and other information were required for numbers 9,11,47,51,59,73,81,119,127 and 12 Kembhill Park as well as 10 houses in Bremner Way and 5 in Craigearn Path.

It was agreed that paper copies of important communications should be made available to the above addresses where people do not have email access. HC agreed to deliver copies of the last update letter to these folk.

Action: HC to distribute paper copies of the letters that Ken has produced. Once we have an agreed minute of the inaugural KPFG meeting on the 14th of September we will also make that available.

b) Scottish Flood Forum Survey-

Ken thanked John for the work which he had carried out on the Scottish Flood Forum analysis of where flooding took place in KP. In addition to the spreadsheet, which has been sent to Scottish Water and Paul Hendy, John has produced a map showing the full extent of flood water ingress across the Kembhill Park/Bremner Way area during the January flood event. This is still a work in progress but it does highlight all areas where flood damage occurred including gardens, driveways and out buildings etc.

Discussion took place about the ZIP file containing photographs of the flooding which Ken had shared with the group. The ownership of some of the photographs was established but there was still uncertainty about many of them. The group agreed that if we cannot confirm ownership we cannot re-use the content.

c) Inverurie and Garioch Flood Support Group-

Ken indicated that he had not written to this group as yet. It was agreed that there is no need for contact at the present time.

d) SEPA and Scottish Water- Ken referred to the letters to and from Alexander Burnett which had been previously circulated. The content of each letter was discussed and various points for action highlighted.

SEPA-

It was noted that the Flood Risk Management (Scotland) Act 2009 is the key piece of legislation which governs the procedure for PVA designation and which limits what can and cannot be done by the council at this time. Until this legislation is altered or amended areas such as ours cannot be added to the list of PVAs and the Council cannot carry out any works of a permanent nature. It is hoped to persuade Alexander Burnett to take up the case of areas which have been flooded being added to the PVA list without waiting for the Scottish wide review which SEPA has to be conducted every six years. Mr Burnett is due to visit Kemnay for his drop in surgery tour of the area in October but details of where and when are still awaited. It is hoped as many committee members as possible might attend the surgery.

Scottish Water-

Ken has written to Diane Burgess at Scottish Water to seek confirmation of the date for the proposed joint meeting with Scottish Water and Aberdeen Council. The group agreed that this is an important “next step” in our attempts to get a proposal in place for a permanent flood protection solution.

Discussion took place about a visit by Kevin Muir from Scottish Water on 22/09/16 to KP; (KL, JM and JMB attended). A brief note of this meeting was circulated to committee members.

The most significant outcome of the meeting was Kevin’s opinion that the council could build a “temporary” earth bund without approval from SEPA. We will need to wait for his report, which he agreed to share with us, to get something formal which we can quote. During the meeting, Kevin offered opinions about how such a temporary barrier might be routed to protect the houses and also give the river as much area as possible to expand into during flood conditions.

As a future action, we should seek to discuss any useful aspects of his report with the Council when proposals for the route of the Watergate system are discussed.

Action: Ken to raise issues with our MSP about the need for legislation to be amended as well as writing to Scottish Water about a joint meeting with the Council.

e) BBQ

The event was considered to have been a success, providing an opportunity for people to come together and get to know each other better. General feedback from those who attended was positive with suggestions that we should do it again next year. It was agreed that the idea would be looked at in the Spring next year. It was also agreed that if we could get a small group of members to take ownership of the task it would not be as big a burden for committee members to do the organisation.

Action: Discuss arrangements for BBQ in Spring next year.

f) Temporary flood protection at KP-

Ken reported that the residents' ballot returned a 87% "Yes" response to the Council's offer of the Watergate temporary flood barrier. One or two folk had indicated however that "something was better than nothing" and these responses were taken to be "reluctant yes" votes .

Following the ballot the committee had put together a list of questions and concerns about the Watergate barrier and this paper had been sent to Gavin Penman at the Council prior to the meeting on the 14th. At the meeting, due to a shortage of time, he provided a partial response to our questions but agreed to go away and give us a written response which we could consider further. It was agreed that we should write to Gavin to invite him to attend our next committee meeting to discuss the Council's response. This will

provide a better opportunity for discussion and clarification of the issues we raised.

Irene stated that she has also written to Gavin asking for a response to the KCC request for a flood risk assessment for Kemnay to be carried out as a matter of urgency but that there had not been a detailed response to the questions they raised as yet.

It was acknowledged that the next major piece of work for the committee is to complete the Resilience Plan for KP and to carry out a survey of residents who would be willing to act as Flood Wardens and volunteers in preparation for any future flooding event.

Ken indicated that the Flood Warden's Guide produced by SFF was not easy to read as the print size was too small. Jim indicated that he would produce a large print version and circulate this to committee members.

Action: Ken to write to Gavin inviting him to our next meeting.

Action: JMB to look at the Scottish Flood Forum's Flood Warden's Guide and produce a large print version which he will circulate to the group.

Ken drew the group's attention to flood protection measures in Fife where boxes in the community called Flood Pods were located at various sites thought to be at risk of flooding. The Pods store flood sacks which contain a chemical which soaks up water and expands the sack to act as a low level barrier. This product is better than ordinary sandbags but is not as relevant as the Watergate barrier for our situation. The group agreed that this system would also not be of any value at KP as it has been determined that sandbags would provide little protection because of the construction of the houses.

g) Public meeting 14/09/16 –

The amendments which were made to the constitution at the inaugural meeting have now been incorporated into version two of the constitution which has been signed by all members of the committee. Jim indicated that he would now send a copy of the revised version to all residents in KP along with an invitation to those who had not joined up as yet to become members of KPFG.

After discussion it was agreed by all members of the committee that it was not felt appropriate to make a formal response to the paper and letter handed out by GM concerning his thoughts on the flooding at KP and his desire to adopt a more assertive approach with the statutory bodies involved. At present we wish to see what can be achieved by working collaboratively with these bodies and see no need for a change in tactics at this time. It was commented that the paper did not contain any new evidence which contradicted what we knew already. It was agreed to ask residents if they had any documentary evidence or relevant photographs relating to the existing bund and the history of the sewage works to make these available to the committee.

Action: JMB to send out copies of the revised constitution by Mailchimp to all residents. He would also encourage non-members to sign up to join KPFG and ask folk to make available any evidence they might hold relevant to the issues raised in GM's paper.

h) Feedback from KCC-

Irene spoke about their concern about the lack of a detailed response from the Council to their request for a Kemnay Flood Risk Assessment.

She indicated that she had been having discussions with the Council about insurance cover for volunteers and that she would be reporting on this matter at the next KCC meeting.

She also spoke about the Kemnay Resilience Plan, details of which had been circulated to committee members previously and showed members a map giving information about the various Zones which have been proposed for the village. It was agreed that no further action was needed by the committee at present but that we would monitor this ongoing work.

i) Letter to MSP-

Ken indicated that he had written to Alexander Burnett, MSP in response to the letters received from him being replies to him from SEPA, Aberdeenshire Council and the Scottish Government. Ken said that there were a number of issues which still needed to be raised with these bodies such as seeking a change in the legislation and asking the Council to outsource work on a flood risk assessment for Kembhill Park. Ken will keep the committee posted about any response from the MSP as well as details of a possible surgery meeting with him during October. It was hoped that a few committee members would attend.

Alexander Burnett is also going to write again to Scottish Water as the first reply he received was not satisfactory and did not answer the questions he had raised.

Action- Ken to keep members updated on developments and possible meeting with MSP

5. Minutes of KPFG meeting 14-09-16-

Jim indicated that he would send the first draft of the minutes to committee members for their comments as soon as he had completed work on the notes he had taken at the meeting. He said that these minutes did not require to be approved until the AGM next year but in the meantime the draft would be sent to residents once it had been approved by the committee.

Action- Jim to complete work on minutes and circulate these to committee members.

6. Circulation of constitution to members and residents.

See item 4 (g) above.

7. KPFG website- Jim explained the advantages of KPFG having its own website and after discussion it was agreed that he would formulate a proposal to be discussed at our next meeting. The group also agreed with Jim's proposal that it would be useful to pursue charity registration through the Office of the Scottish Charities Regulator (OSCR). Once this is in place Jim indicated that we can then set up Microsoft Office 365 which is free for Not For Profit organisations and use this system for document storage and sharing.

Action: Jim to produce a written proposal for a KPFG website.

8. Charitable status for group – See item 7 above.

9. KPFG bank account- John agreed to visit his bank and obtain the paperwork needed to set up a KPFG bank account. It was thought that this needed to be done as soon as possible before collecting any membership fees.

Action: John to setup KPFG bank account.

10. Membership fee collection and recruitment of members-

It was agreed that once we have a bank account in place we can advise members that they need to pay the agreed £5.00 membership fee. There was discussion as to whether this should be an annual or one-off fee but it was agreed that a decision on this matter could not be taken until the next annual AGM. KPFG members would be informed by email and committee members delegated to visit folk and collect the fees. These funds it was thought should provide sufficient monies to cover group running expenses which are currently being paid by committee members.

11. Mailchimp lists-

Jim indicated that we need to have a new Mailchimp list established for KPFG membership. He said that he had already set up the members list but he now has to separate the members email addresses from the general residents list; this would avoid people getting duplicate emails.

Action: Jim to complete work on this task.

12. Potential funds from Rotary Club, Garioch Partnerships etc.

Ken indicated that there was the possibility of funding from the above organisations for not for profit groups such as our own. It was agreed that we should make an application for assistance but we may be told that such funds are not for routine administration expenses and are intended for items of equipment and the like.

Action: John to look at an application for funding from Garioch Partnerships and Ken to liaise with the Rotary Club.

13. Attendance at KCC meeting 29-09-16

It was agreed that this group should continue to be represented at the meetings of KCC and members attending report back on any Flood Protection matters.

Irene spoke about the work she has been doing on the Kemnay Resilience Plan work which is of relevance to KPFG. According to the Plan we will need to identify qualified first aiders in KP if there are any in our community. If there are none, we may need to get volunteers who would be willing to be trained.

Discussion took place about Data Protection insurance and the possible need for this. It seems that there is no requirement to take this forward at this time.

Action: Ken agreed to attend the next meeting and Jim agreed to go to a future meeting.

14. Newspaper articles

Ken asked if there was anyone willing to take on the task of collecting relevant newspaper articles and circulating these to members. It was suggested that he copy the articles as PDF files and send these to folk via Mailchimp.

15: Division of tasks to committee members-

Ken indicated that he thought we should discuss the division of tasks amongst committee members. Time did not permit discussion of this item.

Action- Put on agenda for discussion at the next meeting.

16. AOCB

None.