

REPORT TO FORMARTINE AREA COMMITTEE – 2 JULY 2019

AREA COMMITTEE BUDGET 2018 – 2019

1. Recommendations

It is recommended that Committee:

- 1.1 **Consider** the range of projects funded through the 2018 – 2019 Area Committee Budget.

Background

- 2.1 The purpose of this report is to inform the Area Committee on the general spending of the Area Committee Budget 2018/19 which has been set at £80,000. At its meeting on 20 March 2018, Formartine Area Committee agreed: -
 1. to allocate £19,000 to Improving Towns and Villages, in order to promote the economic and social wellbeing of the area, with the continuation of:
 - a) the Tidy Village Grants Scheme (£12,500) which is administered by the Area Office,
 - b) the Towns and Villages Enhancement Grant (£4,000), which is administered by the Formartine Partnership Ltd,
 - c) the Formartine Partnership's Formartine in Bloom scheme (£1,500), and
 - d) the Formartine Partnership's Beginning to Blossom scheme (£1,000),
 2. to allocate the remaining £61,000 to a Community Projects fund to be allocated through an applications process, adhering to the agreed criteria for such as detailed in **Appendix 1**.
- 2.2 The recommendations within this report are in line with the criteria for the use of the funds as agreed by the Policy and Resources Committee on 19 April 2007 and also the recommendation of Aberdeenshire Council on 11 February 2016 that this fund should allow further support for community groups and organisations to deliver local initiatives designed to boost economic activity. The criteria is attached as **Appendix 1**.
- 2.3 Sixteen projects have been supported in 2018/19 at a total cost of around £61,000. **Appendix 2** to this report sets out on detail the projects funded by the 2018/2019 Area Committee Budget. Grant recipients have been asked to provide feedback on the impact of their awards and a bulletin report will shortly be circulated to members.
- 2.4 **Appendix 3** lists the grants awarded through the Tidy Village Grant Scheme and the feedback received to date on the impact of these grants. **Appendix 4** lists the

grants awarded through the Town and Village Enhancement scheme, managed by the Formartine Partnership. Finally, **Appendix 5** details the expenditure for the Formartine Partnership's Formartine in Bloom and Beginning to Blossom Schemes.

- 2.5 The Head of Finance has been consulted and their comments have been incorporated in the report.
- 2.6 The Monitoring Officer within Business Services has been consulted and is content with the contents of the report and they are satisfied that the report complies with the Scheme of Governance and relevant legislation.

3 Scheme of Governance

- 3.1 The Committee is able to consider and take a decision on this item in terms of Section B.6.3 of the List of Committee Powers in Part 2A of the Scheme of Governance as it relates to the authorisation of expenditure from the Area Committee Budget.

4 Implications and Risk

- 4.1 An equality impact assessment is not required because the recommended actions will not have a differential impact on people with protected characteristics.
- 4.2 There are no staffing implications arising from this report. The management of this budget will be undertaken within existing area management resources. The proposals outlined in this report are in line with the allocation of financial resources as contained in the 2019/209 Revenue Budget for Area Managers.
- 4.3 The following risks have been identified as relevant to this matter on a Corporate Level:
[Aberdeenshire Corporate Risks: \(link Corporate Risk Register\)](#)

Budget Pressures; Working with other organisations.

No risks have been identified as relevant to this matter on a Directorate Level.
[Business Services' Directorate Risks: \(link to Directorate Risk Registers\)](#)
- 4.4 A Town Centre Impact Assessment is not required because there will be no impact on any of the towns detailed within the Town Centre First Principle as a result of this report.

Ritchie Johnson
Director of Business Services

Report prepared by Area Committee Officer
17 June, 2019

Appendix 1

Criteria for Applications to the Formartine Area Committee Budget

1. All Proposals must be in line with and address the Council Plan priorities which are:
 - Support a strong, sustainable, diverse and successful economy
 - Have the best possible transport and digital links across our communities
 - Provide the best life chances for all our children and young people by raising levels of attainment and achievement
 - Work with parents and carers to support children through every stage of their development
 - Encourage active lifestyles and promote well-being with a focus on obesity & mental health
 - Have the right mix of housing across all of Aberdeenshire
 - Support the delivery of the Health & Social Care Strategic Plan
 - Work to reduce poverty and inequalities within our communities
 - Deliver responsible, long-term financial planning
 - Have the right people, in the right place, doing the right thing, at the right time.
 - Protect our special environment, including tackling climate change by reducing greenhouse gas emissions
2. Payment will be made retrospectively on receipt of invoices or other confirmation that the money has been spent in accordance with the proposals applied for. Payment will be made by BACS transfer to a group's bank account.
3. Grants should be claimed **within 6-months of award** and before the end of the financial year in which they are awarded. Only in exceptional circumstances and with prior agreement will grants be carried forward to the following financial year. A key factor in assessing applications as the financial year progresses will be the likelihood of funding being used.
4. Successful applicants will be required to provide a short report on the project and the impact of the funding **when submitting their claim**, unless the need for a later deadline has been demonstrated by the applicant and agreed by the Area Office.
5. Applications for supporting core Council services, such as supporting pupils to undertake mainstream school qualifications, will not be supported.
6. Applications for supporting trips abroad will not be supported.
7. The Committee will not ordinarily look favourably on applications for repeat funding for the same project.
8. Applications will be limited to 75% of the overall project cost up to a maximum of **£5,000** per grant. Applications **must** include as much detailed financial information as is available and, where applicable, a project plan. Examples of appropriate financial information include audited accounts (if available), up to date bank statements, and ledger accounts.
9. In exceptional circumstances, groups apply for up to **£10,000** but in addition to the information required at section 7, these applications will require additional financial scrutiny (such as an independently verified accounts) and evidence of match funding ahead of being considered by Formartine Area Committee. Only **two** applications of this nature will be considered in each financial year.

10. Applicants must demonstrate whether they have investigated any other funding sources.
11. In-kind contributions may make up to 25% of a projects overall cost. In some cases, calculating the value of in-kind contributions can be relatively simple, for example if it's the contribution of a piece of equipment. Other costs could be a little more difficult, for example, the value of volunteer time. Below is a table that indicates the standard rates, which should be used to calculate volunteer time:

Type of voluntary/in-kind contribution	Per hour	Per day
General, unskilled labour (for example, supervised scrub clearance, ditch-digging, planting, basic administrative support)	£8.75	£70.00
Specialist, skilled, trained labour (for example, operations for which certificated training is a requirement, such as operating dangerous equipment, driving off-road vehicles, using chemicals)	£18.75	£150.00
Specialist services, (for example, supervising, training labour teams, surveys, counts, trapping, ringing, diving, printing, designing, photography)	£31.25	£250.00
Professional services (for example, consultants, lawyers, planners, engineers, accountants, auditors)	£50.00	£350.00

12. Eligibility is limited to properly constituted groups. *Applications which are solely or substantially for individual benefit will not be considered.*
13. The use of the budget cannot commit the Council to recurring expenditure beyond a maximum of three years to tie in with the budget planning cycle.
14. If any further assistance or guidance is required, please contact Kasia Balina, 01467 539511, kasia.balina@aberdeenshire.gov.uk, Formartine Area Office, 29 Bridge Street, Ellon, AB41 9AA.

Appendix 2
2018-2019 Expenditure

	Details	Projects (£)
Improving the Appearance of Towns and Villages		
Town & Village Tidy Scheme	Appendix 3	12,500
Town & Village Enhancement Grant Scheme	Appendix 4	4,000
Formartine In Bloom Scheme	Appendix 5	1,500
Beginning to Blossom Scheme	Appendix 5	1,000
TOTAL		19,000
Community Projects		
<u>Community Resilience</u>		
Tarves Development Trust	the purchase of a Mountfield Manor-95h 2 wheeled tractor with snow blade and brush	1,367
<u>General</u>		
Ellon Castle Gardens	professional support to make a bid to the Heritage Lottery Fund	5,000
Daviot Community Trust	the construction of a maintenance facility, for the garaging and maintenance of machines and equipment that were required for the ongoing improvement and enlargement of the paths and general land / woodland	5,000
Fyvie Football Club	the renovation of the changing rooms, to enable the Club to enter a team into the North East Scotland Football Association Welfare League	5,000
Belhelvie Community Trust	a community sensory garden in the Magnificent 7's Wood	5,000
Haughs Redevelopment Steering Group	the redevelopment of the Haughs in Turriff; to encourage use of the green open space by both the local community and visitors	7,500
Blackdog Residents Association	purchase of shed and fencing in Blackdog Community Park	2,361
Fyvie, Rothie and Monquhitter Community Council	a community event to commemorate WW1	614
Turriff Caravan Park Ltd	a replacement caravan for the new warden	5,000
Yvonne Milne Dance School Parents Association	the Christmas Cracker Festival in Turriff	1,390
Newburgh Mathers Parent Council	a memorial for centenary of the end of WW1	305
Friends of Den	the start-up costs and a number of improvements	2,000
Turriff and District Heritage Society	the works carried out in Turriff High Street Public Toilets	1,817
Ellon Charette	the project aims to start a community led revitalisation of Ellon	5,000
ESOL for Syrian New Scots and wider community	the ESOL provision to Syrian New Scots in Ellon	4,087
Belhelvie Parish Church	the construction of a new Annexe to the Forsyth Hall in Belhelvie	5,000
SEAchange	the study and business plan to explore the potential creation of a self-sustaining community-led venture in co-operation with existing community bodies	4,560
TOTAL		61,000

Appendix 3

Tidy Town and Village Scheme

The communities who received funding under this scheme in 2018/19 have provided the following feedback to date to demonstrate how the funding has been of benefit to their areas:

Balmedie

The funds for 2018-2019 have been used as follows:

1. Village orderly – the orderly works for a few hours each week, as and when she can, all year round
2. Organising more extensive litter-picks around the village to support the orderly's work; two major picks were organized involving the wider village community.
3. Maintaining circa 50 planters and tubs round the village. Involves weeding, watering, feeding, changing compost and seasonal planting effort
4. Grass cutting and tidying of paths etc in areas not routinely covered by the Council maintenance teams.
5. Clearing storm damage (branches and trees etc. which have been impinged on the path network)
6. Work has been continuing on tidying and developing waste ground around the Congregational Church. This will also become a new operational base for Better Balmedie. This will help the group conduct Village Tidy activities more effectively. It is also planned to develop a community garden space on the site.

Belhelvie

Belhelvie Community Council engaged the services of a resident from Belhelvie to keep Belhelvie tidy. BCC have received a good feedback that these duties have been done in a satisfactory manner.

Blackdog

Blackdog used the monies to buy fuel for the lawn mower, weedkiller, and fertiliser and refuse sacks. This in turn allowed to maintain the grass areas and flower boxes as well as litter picking by volunteers. The Village Orderly was given a risk assessment before starting his duties.

Collieston

Collieston has used the Tidy Village grant towards the cost of employing a local contractor to cut many of the open grassed areas in and around the village.

The Tidy Village Scheme is always appreciated, as it enables the small community of Collieston and Slains to maintain the grassed areas, paths and walkways to a good standard. Both local residents and visitors enjoy the natural environment and scenery that Collieston has to offer.

Cultercullen

Cultercullen used the monies to carry out grass cutting in the area.

Cuminestown

As in previous years Cuminestown have used the money for a village orderly who keeps the village tidy and litter free and bought any equipment he required including gloves and bin bags.

Daviot

Daviot organised the Scouts to undertake an autumn litter pick for which they were paid £250. David Hancock, Community Waste Officer, provided pickers and litter bags. It is the intention to organise a similar action in early spring before the grass on verges get too long.

Ellon

The majority of this money has gone towards the upkeep of the grass areas on South Road and at St Marys. This is a vital area for us to maintain as it is the first thing many people will see as they enter Ellon. Without this funding, we would be unable to carry out this work and the responsibility for maintenance would pass back to the council. Ellon also used the monies on feeding and to purchase essentials such as compost and extra plants.

Foveran

Foveran used the monies to provide an honorarium to the village litter picker.

Fyvie

The Tidy Village award was used to give an honorarium for the village orderlies in Fyvie Village and Woodhead of Fyvie. The villages gain a great deal from the hard work of the orderlies and their continued efforts to maintain the area. They keep the village tidy by litter picking, weeding, tending and watering plants and general upkeep of the environment. The Tidy Village Scheme grant allows us in some small way to thank them for their hard work and dedication throughout the year.

Methlick

The village toilet facility is managed by two 'volunteers' (more are needed), who also undertake litter clearing in the park and village centre area. This helps to keep the village looking at its best.

Newburgh

Newburgh used the monies to provide an honorarium to the village litter picker.

Oldmeldrum

Oldmeldrum used their funding towards a village orderly which is a great asset to the town. This was very well received from the local residents and we continue to try and seek funds to employ a full time village orderly (10 hours per week)

Pitmedden

Udny Community Council, on behalf of the community of Pitmedden, recruited two volunteer village orderlies from July to October 2018. As the previous intention to shift to working with groups of young people with volunteer coaches had been unsuccessful it was agreed to go back to the well-established system used in the past.

Pitmedden Community Council delegated the task of recruiting the volunteers and supporting them to the staff of Udny Community Trust Co. (UCTC). Two volunteers were recruited from the Udny Boys Brigade. With the support of Community Learning and Development an induction was arranged and they were issued with equipment, including Personal Protective Equipment. They were issued Aberdeenshire Litter Initiative guidance. Each village orderly completed regular basic litter picking duties in Pitmedden village. They reported back to UCTC staff throughout the summer and early autumn, which was a useful method of generating feedback. In the main they kept in touch via text messaging. The village orderlies made a noticeable impact on the general cleanliness of the village.

It was noticeable that after they finished their duties and over the winter period – notable for some very windy days – there was a noticeable increase in litter in Pitmedden.

Potterton

The Village tidy for Potterton walks throughout the village on a weekly basis and removes any litter that has been dropped, he has all the normal utensils for achieving his goal of keeping the village tidy.

Rothienorman

We were fortunate to engage the support from our two orderlies, Fiona and Charlie, who had helped the previous year. One particular area they tackled was a rose bed at the end of Crawford Place

Discussing possibilities for this area, Fiona suggested positioning a standing stone in the middle of the flower bed. The project took over a week and a half to complete and the appearance of this wee corner of Rothie has been greatly enhanced.

Other tasks our orderlies undertook included removing the spring bulbs, helping to set out the planters, filling them with compost and planting up the summer bedding plants flowers. Removing weeds, wire brushing pavement/kerbs, deadheading flowers, removing litter and tidying up overgrown areas greatly improved the appearance of the village which resulted in less litter being dropped throughout the following months.

When autumn arrived Fiona and Charlie removed the spent flowers and planted spring bulbs which will be blooming soon due to our recent warm weather.

The honorarium was split between the two orderlies and we are fortunate to have such knowledgeable volunteers helping us to brighten up our village. Once again our village has benefited from this valuable scheme - resulting in a tidy village and colourful planters which were enjoyed by residents, visitors and passers-by.

Tarves

The Tidy Village Scheme Grant 2018 was allocated towards the maintenance of public spaces within our Conservation Village to a high standard.

The Community Council and the Tarves Amenities Group agreed that their members would again jointly provide the Village with an Orderly service. Additionally the grant was used to contribute towards the costs of repair, maintaining and assisting with the running costs of their water bowser, trailer, vehicle fuel etc.

A local contractor was hired to maintain areas of grass and verges in and around the village which are either not maintained by landscape services or to augment the number of cuts per year including the core paths to the Prop of Ythsie, the Old Aberdeen Road between Tarves & Raitshill and its link to Tolquhon Castle. Maintaining grass areas within the village and its surrounds for public recreation enables us and our partners at the Heritage Centre to continue promoting our Conservation Village thus supporting tourism within Formartine; additionally it enhanced the village's prospects of success in the Annual Formartine in Bloom Competition.

Turriff

The 2018/9 Tidy Village Scheme grant of £1000 was once again very welcome. In recent years there has been real difficulty in obtaining the services of an individual to take on the sole responsibilities of the Town Warden. Advertisements were made but there was a nil response.

With the aim of assisting the Aberdeenshire employees, and others who empty and routinely monitor the rubbish bins, Turriff Town Pride and others, as shown below stepped in. The streets, the Children's play areas and of course the Haughs were kept tidy. This is no mean feat as litter is a huge problem - especially so over the weekends when the Cleaning Staff have a restricted remit.

We have noted previously that there really are four aspects of the work to be undertaken. Obviously the visual aspects of litter offends many and this is the first priority. Keeping the many flower installations and special areas in good order, which includes trimming and weeding, was our second priority. The Haughs is an area which could well use a semi-permanent warden, especially after well attended events. Finally, two areas which have been important for the town have been given special attention. These are the Cemetery and the footpaths which run from the Sport Centre/Football ground to the old railway line to the south of the town.

Litter

The main areas of attention, where there was most litter unfortunately, was at the Bus Stop outside the Municipal Building. This was always a mess, especially on Sunday and Monday mornings, the area at the Turra Coe and the corner at the Dentist/Brown and McCrae. The

team of volunteers who worked on the watering of the nearly two hundred and fifty hanging baskets and tubs along the main routes made a point of picking up any litter, especially plastic bottles and paper which lay about near the planters and baskets. There was a sizeable amount of rubbish picked up each day. The main routes were from the Mercat Cross, along High Street and up via Main street to the Square. These activities took place from the beginning of June to late-September when the arrangements were dismantled. The route also covered Queen's Road down to Little Turriff and the Caravan Site, and back up to Sunny Hill Place and continued through Deveron Road and back into the town. No strict timings were recorded, but a fair estimate was that a good 15/20 minutes would have been expended on each occasion. As the plants were watered at least three or four days a week for a period of 16 weeks, the value of time can be gauged

Flowered areas

Groups of volunteers, almost all ladies, dug out and freshened up plots at Turra Coe, by the Time-Line, the Turriff War Memorial at Balmellie Road, The Clydesdale Bank and outside Costcutters Shop on at least two occasions each. The site adjacent to the Time-line was in need of regular attention as the plots were often and regularly trodden on. Nevertheless the volunteers worked on, often early Sundays and at quiet times of the day.

Other volunteers undertook to check and dead-head planters, along the Banff Road at Greengates, after periods of inclement weather. Volunteers from Turriff Pride undertook to keep the grass tidy along the relief road outside Towie House where there was a new flower display, again adjacent to the Garage at the A947 and also at the entrance to the Caravan Park. The effect was very noticeable.

The litter-picking, plant treating and dead heading was all done under the auspices of the Turriff Town Pride Group and the proposal is that £500 be donated to that group for these services. This is slightly less than last year.

Footpath

Two men undertook to refresh the footpath which runs from the Turriff United football ground all the way along to the Turriff Sewage works. This took many hours and they did a superb job. The individuals, Mr Alastair Gerrard of Muirensk Drive, and Mr Bill Innes, of Deveronside Drive, who are skilled artisans, also persuaded a number of businesses to provide hard core, wooden battons and mechanical equipment to supplement their effort, and no cost to the community. The result is impressive. They built on the work commenced in 2016 and 2017 which was reported through this medium then. For this work, we recommended an honorarium of £200

Litter picking at the Haughs

Several groups undertook to pick up litter at the Haughs. Several times members of the Rotary Club went on patrol around the Haughs, especially after the Turriff Show. They used the Turriff Pride cart to collect litter. The Rotary Club also spent several evenings to tidy up the Millennium Garden, the site outside the Sports Shop at the Mercat Cross and helped in a substantial way at the Cemetery itself. It is impressive the effect a wide number of volunteers can make to an area when working together. The Rotarians deem this as part of their contribution to the Community.

This year the Girl Guides helped in two distinct ways. Firstly by helping to plant the flower displays at the bottom of Queens Road opposite the Caravan Park, and secondly by carrying out an organised litter pick around the boating pond and the Haughs.

Udny Station

In order to keep the grass tidy in the middle of the village the grant has been spent on grass cutting.

Ythan

Thanks to the funding in support of our project to enhance the wellbeing of the communities in our area Ythan CC funded the purchase of planters and applied to the Tidy Village Scheme for funds to engage local folk in each community to maintain the plants throughout what proved to be a stunning summer. As you will be aware Ythan has five communities which have sufficient density to be deemed a community (Ythanbank, Berfold, Arnage, Tipperty and Auchmacoy).

In Tipperty we asked the school to be appointed as plant carers to which they happily agreed and this brought a sense of ownership to the children at the school and a sense of place to what could otherwise be seen as a small number of houses on a rural road. By placing the planters adjacent to the speed limit signs it was hoped to enhance that message, that this was a place where people lived. During the school holidays we left it to the school to appoint carers from among the community which they had no problem in recruiting. This pattern was attempted at all the communities where it was felt safe to ask the appointed person to go out and water the plants. For example, in Ythanbank on the southern side of the community the verge was too narrow and the traffic travelled too fast for it to be reasonable for maintenance to be carried out, thus alternative sites were found. Notably we managed to place two "gate guardians" on the Schivas Road adjacent to the speed limit signs, a route to the community which has been a cause for concern due to speeding traffic in the past. Another pair of planters were located in the main residential area, close to the garage. Berfold enjoyed planters at its speed limit points and by recruiting a local retiree to maintain them brought a sense of worth and community engagement, just as we hoped it would.

Auchmacoy was difficult as the speed signs are largely overgrown and placing planters nearby would have been pointless, so the planters were located at sightlines where high visibility could be assured whilst allowing safe maintenance. Strangely enough Arnage has no speed signs at all apart from the 20mph warning associated with the school! Thus the planters were established adjacent to the school car park and were maintained by a resident. The quality of the maintenance was extremely good and I periodically took a drive round our patch to check that our plants were being cared for. Indeed the growth and care exceeded my expectations and with such a glorious summer we were able to leave a bit of colour until October. A huge success. For this year we have put in our order for plants and uplifted all the planters for storage over winter, and hope that you can feel able to support our request for funding of the maintainers.

My thanks also to Benchmark who made the planters and to Ellon Can-Do who supplied some very rich compost.

Appendix 4

Town & Village Enhancement Grant 2018-2019

			Amount	Balance
Opening balance	Unallocated funds carried forward from 2017/18		2,606.26	
01/04/2018	TVEG funds from Aberdeenshire Council 2018/19		4,000.00	
	Funds available for current year 2018/19			6,606.26
Approval date	Community Group	Details		
16/05/2018	Nicer Newburgh Group	Brush cutter	431.60	
16/05/2018	Belhelvie Community	Contribution towards electrical works for lighting etc	500.00	
04/06/2018	Cultercullen Community Park SCIO	Planters and solar lights	434.90	
21/06/2018	Fisherford Community Association	Planters and compost supplies	156.96	
02/08/2018	Fancier Foveran	Shed, water butt and garden equipment	500.00	
02/08/2018	Monquhitter Amenities	Planters	500.00	
18/08/2018	Blackdog Residents Association	Contribution to shed	500.00	
24/08/2018	Methlick Community Council	Play park benches	500.00	
20/03/2019	Ellon Castle Gardens	Planting and associated materials – application for £1000 50% approved	500.00	
20/03/2019	Ellon Civic Pride	Planters – application for £869.64 - £500 grant approved	500.00	
20/03/2019	Better Balmedie	Planters	929.98	
20/03/2019	Pitmedden UT SCIO	Gardening equipment	261.92	
20/03/2019	Meldrum Amenities	Planters and associated items	890.90	
	Total approved		6,606.26	
	Balance carried forward to 2019/20			NIL

Appendix 5

FORMARTINE IN BLOOM AND BEGINNING TO BLOSSOM 2018 - 2019

Income			Expenditure		General Expenses
Date		Amount	To	Award	
01/05/18	Aberdeenshire Council - FIB	1500.00	BTB Winner – Tipperty School	200.00	
01/05/18	Aberdeenshire Council - BTB	1000.00	BTB Runner-up – Auchterless School	200.00	
31/05/18	Sponsor- Sinclair Contractors	200.00	FIB Winner - Large community - Oldmeldrum	200.00	
31/05/18	Sponsor – Rambo Tyres	200.00	FIB Runner-up – Large Community - Turriff	100.00	
07/06/18	Sponsor – Oceangrove	200.00	FIB Winner – Medium community - Newburgh	200.00	
18/06/18	Sponsor - Enlim	200.00	FIB Runner-up – Medium Community - Tarves	100.00	
10/12/18	Sponsor – GPH/JRD	200.00	FIB Winner – Small community – Collieston	200.00	
02/07/18	Sponsor – Celebrations	200.00	FIB runner-up – Small community - Cultercullen	100.00	
			Grant applications from schools		
			Tipperty – Develop corner of tree trunk seating and fire pit	71.58	
			Methlick – Bird feeding station	100.00	
			General Expenses - judging competitions, award ceremony and certificates.		1,596.00
			Administration costs		613.52
			Totals	1,471.58	2,209.52
	Total income	3,700.00	Total Expenditure	3,681.10	