|  |  |
| --- | --- |
| Present |  |
| Janet Law | Chair |
| Katharine Huggett | Vice-Chair |
| Irene McLaughlan | Treasurer |
| Alison Dawson | Community Councillor |
| Bob Watkinson | Community Councillor |
| Iain Paton | Community Councillor |
| Bet Illand | Community Councillor |
| Councillor Tom Gray | PKC Councillor |
| Councillor Crawford Reid | PKC Councillor |
| PC Alison Todd | Police Scotland |
| 5 Members of the Public |  |

|  |  |  |
| --- | --- | --- |
| **Item** | **Subject** | **Action by** |
| 1. | The Chair welcomed those in attendance. JL introduced PC Alison Todd, the new Community Liaison Officer from Police Scotland, and Richard Scott, a Blackford resident, who has offered to help the CC where appropriate, using his experience from work with communities and the renewable energy sector.  Apologies:- Councillor Murray Lyle. |  |
| 2. | Minutes of the meeting of 27th November 2018 were read and approved.  Proposed AD, seconded KH. |  |
| 3. | **Matters arising from previous meeting:-**  **Minutes from meetings of the Twinning Committee** held in September and November 2018, previously circulated. Approved Minutes from the Twinning Committee to be posted on website.  **Matters Arising from Minutes of Twinning Committee.**  Community Ceilidh: Games Night 25th May 2019: The Fiddle Group have agreed to play free of charge for a Ceilidh to be held on Games Night, 25th May, in the Moray Institute. JL is working with the Fiddle Group on plans to promote the event. IM has booked the hall. JL proposed that funds raised would be held by the CC. This fund would be used to help Blackford residents with costs associated with Twinning visits to Trebsen. IM and JL will report to CC on any funds raised and make proposals for how they are to be spent.  Invitation from Trebsen: An invitation has been received for representatives of Blackford to attend the Trebsen Games on 13th -15th September 2019. The Twinning Committee will meet on 19th March at 4pm. This meeting will consider this invitation and who might attend.  **Newsletter.** IM agreed to take this forward to be produced in time for distribution in March. Any suggested items should submitted to IM by the February CC Meeting. **Email addresses**. JL reported that the new Gmail address set up by KH for incoming mail had not been needed asBW had set up the following:-enquiries@blackfordcommunitycouncil.org.uk. JL thanked KH for her offer of help, and BW for being able to act quickly.  **PB Funding for Blackford**. JL will check if the Fiddle Group has made any progress with the acoustic survey for the Moray Institute. An application from the Study Group for an exercise class is still to be received. IM to speak to Kerr Smith re proposal to buy extra tables for the Moray Institute and clarify issues related to storage and insurance.  **Community Investment Fund.** No further information had been received from SSCAP regarding the need to nominate members to a panel to award grants from the Investment Fund. Following discussion with IM, JL approached Ann Gaunt who is willing to be nominated. It was agreed that JL would pass this nomination to the SSCAP member David Homewood.  IM will put a poster on the noticeboard with the funding details and pass it to BW to go on the website. | **BW**  **JL & IM**  **JL**  **IM** |
| 4. | **Chair’s Report.**  **GDPR.** JL reported on BCC’s plan to make progress towards GDPR Compliance.  JL has further advice from PKC about personal data and storage of information. In the case of BCC, personal data is primarily email addresses of individuals, including those who would like to receive information, and emails from individuals.  Information for Community Councillors on the storage of Personal Data was previously circulated to all by email. (see appendix.)  In due course further information about our Data Protection policies will be published on our website.  JL proposed that BW should take over responsibility as BCC Data Controller and for sending out group emails to contacts as soon as can be arranged.  This was agreed by all CC’s.  **Web Hosting.** JL has now signed a contract with the new Web Hosting Service.  **Good Practice Principles for Community Benefits from Onshore Renewable Energy Developments.** IM reported JL, as CC rep, IM and IP, following an invitation received from Foundation Scotland as Panel members, all attended the consultation event on 18/01/19. The event discussed community payback via donations to communities as well as opportunities for communities to invest in projects.  JL subsequently contacted Ruth Evans of Local Energy Scotland to follow up on previous discussions about potential local projects LES confirmed that the capital investment required for projects would mean they would not be cost effective.  JL proposed that the CC should continue to find out more about the potential viability of community/shared ownership of local energy projects, and if required take up the offer from Richard Scott to advise the CC and help with funding applications for feasibility studies. BW also has relevant knowledge and is willing to be involved where necessary.  **Correspondence.**  **PKC Community Council’s Team.** PKC reasons for withdrawing @pkc.gov.uk addresses for use by Community Councils:  1) Problems reported by a couple of Community Councils of emails not getting through.  2) The need for PKC to comply with GDPR making it impossible for PKC to change to using personal email addresses where Community Councils use these**.**  **PKC GDPR information for Community Council Data Controllers.**  **Rail electrification at Blackford**. JL asked RB to read out a letter he had received from NR about electrification. In summary:-  *The electrification of the route between Dunblane and Perth would be best described as an aspiration for Network Rail at present and funding is not guaranteed. Ultimately, funding would need to be agreed by the Scottish Government.*  *In order to allow route to be electrified, there is some work that would need to be delivered in advance including the remodelling of Perth Station, some route alignment work and the raising of clearance heights of structures over the railway.*  *As a result, it’s unlikely that electrification work could be considered until the middle of Control Period 7. Realistically, it’s likely to be another ten years before electric services will operate on the route.*  **PKC re Flood Risk.** KH to report under Planning.  **Email re proposed path between Auchterarder and Muthill**.    **Mark Ruskell MSP’s office**. Letter from Michael Matheson to MR re A9, forwarded to IP.    **PKC Roads Network Management**. Info re applying for road closures etc. for events, forwarded to Gala and Games Committees.  **Live Active Halls Management.** “Genius Hub” info received via NG and forwarded to IM.    Other correspondence previously circulated to CCs on email:  Volunteer Recruitment material from Aberlour Chidcare Trust.  Luke Graham MP Surgery Timetable.  Other correspondence available from JL on request: Rail User Express, Rural Forum, Scottish Land Commission and Rail Action Newsletters.    **CARES Stakeholder Pack**  **Community Ownership/Asset Transfer** **Event** 2nd Feb: JL to attend | **JL & BW**  **JL** |
| 5. | **Treasurer’s Report.**  Treasurer’s Account - £1051.96.  Savings Account - £1.08.  **Blackford Community Funds Panel**. Next round of funding applications will close near the end of March with the Panel meeting in May. |  |
| 6. | **P&K Councillors’ Reports.**  **A9 –** CR reported **he** is trying to arrange a meeting with Bear Scotland, Transport Scotland, local hauliers, businesses, Police Scotland and representatives from the various community councils affected by the stretch of the A9 between the Keir and Broxden roundabouts in the PKC area.  JL asked if CR could approach LG MP further on his suggestion that Westminster Government Funding to help productivity could be available and might be suitable to help with A9 junctions issues. JL also offered to go to LG’s surgery, but it was suggested a letter would be a better way of producing a positive response.  .  **School Crossing Patrols.** IP had heard PKC was considering withdrawing school crossing patrols in rural areas. CR advised there can be an issue of recruiting and retaining staff. TG advised there was a possibility that cuts to this service may be made as part of the budget process**.** There is also consideration for all school meals to be prepared in Dundee and transported to schools.  JL proposed that people could go online and respond to PKC’s budget consultation. | **CR** |
| 7. | **Strathearn Community Rail Partnership.**  Neil Gaunt advised the next meeting will be on 31/01/19 at Highland Spring. Scotrail have a commercial let for the rooms at Gleneagles Station, so the Men’s Shed will not be able to use them.  The first 2 walks leaflets have been printed – Bridge of Allan to Dunblane and Dunblane to Ashfield.  The new timetable has not gone as well as expected due to the various reasons reported in the press. |  |
| 8. | **Planning Report.**  **Rail Yard.**  **Network Rail: Blackford Progress Update Dec 14th (on website)** KH advised the footbridge is up but will not open till the middle of March, due to the need for a fixed power supply. Residents have reported noise and light issues from the site at night-time. KH has used Network Rail’s fault reporting system to log these issues but according to Network Rail, no-one else in Blackford has complained. If residents don’t complain through the fault reporting system, the CC is unable to follow up these complaints. Driver behaviour is also an issue.  IM has also used the system to log some incidents –one online and one by phone. The online report has not yet been replied to and the phone one was dismissed as not being a safety issue (regarding signs left propped up and on the ground around the village for the level-crossing closure).  Both KH and IM advised despite following the procedure agreed between Network Rail and Blackford Community Council, Network Rail’s reporting system is not fit for purpose. A member of the public suggested writing to Alex Hynes, Managing Director of ScotRail Alliance, MSPs and MPs, to complain about the reporting system.  Materials, relating to finished works, are due to be taken off-site. KH will check with HS to see if the aggregate is to be retained or removed. The drainage culvert on the Slackdale Road is full of aggregate. Network Rail has assured KH the aggregate will be removed on completion of works.  **PKC re Flood Risk:** KH asked anyone who has not yet responded to the PKC flood risk survey to do so. A full survey of the watercourses and landscape is being undertaken. PKC to contact the CC when the information has been received. |  |
| 9. | **Paths Group.** Ann Gaunt reported the following:-  2 members attended a conference in Dundee called Raising the Standard and have been in touch with Sustrans re possible funding for the next step of the project for the design of the proposed cycle path.  Ann had been in touch with Sarah Dooley re the possibility of the funds allocated for the footbridge to Carsebreck which had been abandoned and Sarah is proposing to speak to Council officials about the procedure to enable the money to be allocated to the Paths project.  AG and a committee member met with the Road Safety engineers from PKC to discuss the possibility of the footpath on Orchil Road being designated as a shared cycle/footway which may satisfy the criteria for Sustrans funding. During this meeting the designation of the back road from Orchil Road to Blackford as a Green Route was also discussed and the officers advised that this could be accomplished but supporting letters from the Ward Councillors and the Community Council would be helpful in promoting the idea.  The committee would meet in the next couple of weeks to discuss the next stage of the project.  JL asked about the consultation on the proposed path between Muthill- Auchterarder. AG reported that a member of the Paths Group will attend the consultation event.  AG received the pdf of George Bunyan’s walks booklet. |  |
| 10. | **Police Report.**  PC Alison Todd has replaced the previous Community Liaison Officer. Police Scotland is aware of the issues with lorries and will monitor the situation day and night.  Phone, email and internet scams were discussed. PC Todd will forward any crime reduction information when received.  A member of the public advised that the Blackford telephone exchange is not suitable to allow BT’s call blocking technology to work. (This has previously been minuted.) |  |
| 11. | **A.O.C.B.**  **Lack of available parking in Arnott Road.** A member of the public asked for help to engage with residents of Arnott Road to discuss how to make an approach to PKC about the lack of parking in the street. JL agreed to help facilitate discussions.  **Royal Garden Party.** It was agreed to nominate two people whose names had previously been discussed confidentially amongst Community Councillors.  **School Bins on Pavement.** AD advised the school bins are being left out on the dual-use pavement in Moray Street. Reason unknown. The advice is to contact PKC’s road safety officer.  **Road to Cemetery.** A member of the public reported it is full of potholes. | **JL**  **JL** |
| 12. | **Date of next meeting.**  Tuesday, 26th February 2019.  Venue – Moray Institute, Lower Hall, at 7.30pm. |  |

**Appendix**

**Blackford Community Council**

**GDPR Compliance – use of emails**

**Community Councillors and email correspondence**

A key definition in Data Protection is Personal Data. In order to fully comply with GDPR, we need to consider anything stored by the Community Council which could be “Personal Data”

In the case of Blackford Community Council, Personal Data is likely to be

\* emails from private individuals

\* email addresses of private individuals

There are different types of email correspondence which Community Councillors may have stored in their email accounts at any time. The consideration of how emails should be stored depends on the source and the content as either might include Personal Data.

**Private email correspondence between Community Councillors**

Many emails which Community Councillors store are private conversations about matters which are public. This is because Community Councillors need to research and discuss issues in order to carry out their responsibilities. Most emails about Community Council business which Community Councillors store in their email accounts are not likely to contain Personal Data with the exception of email addresses.

If an individual wished to use their right to know what information the Community Council holds about them, it is likely to be considered that emails between Community Councillors would be included.

**Publicly available information**

Community Councillors require to store emails from various sources which give publicly available information about a variety of issues. It is unlikely that these would be Personal Data if they come from public bodies.

**Emails sent by Community Councillors**

On occasion, Community Councillors may need to send emails in order to carry out a responsibility for the Community Council, for example to find out information to report back. If the email is to a private individual, the reply will be Personal Data.

**Sending emails to groups of contacts on behalf of the Community Council**

Group emails sent on behalf of the Community Council require Personal Data in the form of email addresses to be stored. These lists need to be continuously updated. In practice, this is likely to require such emails to be sent from an email address owned by the Community Council.

https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/