

KEMNAY COMMUNITY COUNCIL

ANNUAL GENERAL MEETING

7.30pm on Thursday 29th October 2020, virtually via Zoom

Present: Bill Blackwood (Chair); Gaenor Berkin (Vice Chair & Planning Secretary); Fran Patrick (Secretary); John Whittall (Treasurer); Margaret Basley,; Sue Wainman; Suzanne Bunton; Richard Lamplugh; Sasha Brydon; Cllr Hazel Smith,

Attending: None

Apologies: David Carlin; Lee Aitken; Claire Stewart

1.Welcome and Apologies

The Chair welcomed everyone attending virtually. Apologies were given as above.

2. Minutes of the AGM held on the 27th June 2019

These were adopted as proposed by John Whittall and seconded by Richard Lamplugh.

3. Chair Report (Appended)

The Chair highlighted the work and achievements of KCC of the past year, and thanked the members of KCC for all their efforts.

*In addition, David Carlin is stepping back as an active member of the community council, due to ill health, but is to continue to participate when he can via email & telephone.

Accepted and agreed as an accurate report on the community council's work of the community council over the past year.

4. Treasurers Report& Financial Statement (Appended)

The accounts have been officially checked and approved. .

Accounts proposed by S Wainman and seconded by S Bunton.

5 AOCB None.

Next AGM 25th June, with the General meeting immediately following this AGM.

Kemnay Community Council AGM Chair Report October 2020

A lot has happened in this last year. Since the last AGM in June of last year things went on normally until March 2020.

Police have been busy catching crooks and dealing with other matters so they have only been able to make one meeting. However, they usually get us an email report of activity here in Kemnay.

We have enjoyed the presence of our Aberdeenshire Councillors at our meetings and they have been of great help and support in liaising with Aberdeenshire Council over various matters over the course of the year. They have helped immensely in keeping contact active between people and AC.

However we still get frustrated with some of the lack of communication or consultation when AC decides to do something. There was a good deal of Twitter and Facebook discussion when AC decided to relocate the Zipline without consulting the residents who live next to the site.

We had our normal meetings in the Wainman Room of Kemnay Village Hall the last Thursday of every month with the usual summer break during June and July and the Christmas Break in December. We carried on our normal practice whereby the office bearers would deal with routine business during these breaks. Anything else will be a matter for all members.

During the year we acquired some new members:

In the June meeting we welcomed members William Irvine and Lee Aitkin.

We co-opted Suzanne Bunton in the September meeting by a unanimous vote.

We unanimously voted to co-opt Richard Lamplugh onto the Community Council in the October 2019 meeting.

The February meeting saw us welcome Sasha Brydon back to KCC as a co-opted member. He had been the Academy Representative to KCC for a number of years.

At that same meeting we welcomed – Joseph Miles, an S2 pupil who is also a member of the academy's Pupil Council, as a Junior Member of KCC. In the absence of a representative from the Academy, Marie Glendinning has been keeping us up to date on Academy matters.

Two members of Kemnay Community Council have recently tendered their resignations: Bill Irvine and Marie Glendinning.

Until March 2020 we discussed and worked on several different things.

In the May 2019 meeting we clarified that the Area Officer sets the times of nominations and elections by calculating back from the date of a CC's AGM. If there are vacancies, as per a CC's constitution, then an election will be held, although a CC can still co-opt members at any time. These rules have been relaxed this year due to the Covid situation and no elections will be held. The AGM, due to be held in June, was also postponed until October.

Local Development Plan: We have received a mostly positive outcome of the consultative process for Kemnay as many points made during the process seem to have been heeded. The full document

is available on the Kemnay website, www.kemnay.info, but some of the recommendations are: the Birley Bush site no longer to be earmarked for housing but for business use, with support for the possible extension of the community garden; priority to be given to the building of bungalows, allotments, cycle routes and a Scout/Guide hut; a recognition of the flood risk to parts of Kemnay and that flood risk assessments will be required for any future development in Kemnay; the current proposed Milton Meadows development is not included in the next plan.

The Local Development Plan is ongoing and has gone to a virtual review and consultation on the Aberdeenshire Council website.

KCC found the Place Standard Tool activity, led by Aisla Anderson from the LDP team, a very useful and helpful exercise in community engagement and felt the discussion it engendered provided valuable information, which could then be fed into the planning process. M Glendinning supported this view as the exercise had also been carried out with some pupils from the Academy, who came up with some very good and practical suggestions.

The Defibrillator pads were replaced in November 2019 and an alarm has been placed on the unit at the Village Hall. The PADS are now being overseen by the British Heart Foundation, which is taking over monitoring from the Scottish Ambulance Service.

Place of Origin: We have worked on the condition of the paths around the Place of Origin. It was brought to the attention of Kemnay Community Council that the paths around the Place Of Origin were severely overgrown.

During September 2019 an Unpaid Work Team, with the agreement of Infrastructure Services at Aberdeenshire Council, cleared back the vegetation on the Core Path. Thanks to Alison Sutherland, Garioch Ranger, for her help with this. Pressure still needs to be put on Greenbelt to fulfil the terms of their contract with Aberdeenshire Council.

On 17 October 2019 the Chair and Sue Wainman met with John Maine, one of the artists who designed PoO. John was clear that the site features were meant to be seen and talked about by those visiting the site, the trees species were chosen to give the paths tree edges and not bushes/ nettles/ willowherb/ sticky willy to be fought through and that the tree species were planted to reflect the layers found in a natural mountain range. Steep and gentle gradients options were deliberately included. His first recommendation is the removal of all broom so the stones and paths can be seen, with the beech also being trimmed to the trunk to a height of 7 foot. This is a huge amount of work and 2023 would be a good target year to have the work complete and a continuing maintenance programme started as work on site started in 1998.

Greener Kemnay, headed up by Sue Wainman, has been busy with the Birley Bush project. At one point that was threatened with being pushed out by housing, but with the LDP update that threat was taken away. The Birley Bush Open Day went well, even though numbers were down on last year, perhaps due to the poor weather forecast.

Parking outside the Coop on Station Road has been a constant problem, creating an ongoing danger for pedestrians and people in wheelchairs and people with pushchairs and the elderly walking to the Coop from Littlewood Court. Community Councillors have expressed their frustration with this situation and an apparent lack of a solution. KCC has appealed to Aberdeenshire Council repeatedly

with suggestions on controlling this problem, and after consideration, AC has found reasons to not implement any solutions to this problem. Police are actively doing what they can to curb this practice.

Kemnay Resilience has been active in contributing to flood prevention arrangements to help mitigate the consequences of any flooding incident. After the Storm Frank disaster at the end of December 2015. Aberdeenshire Council opted to purchase a portable flood defence system called Watergate, and arranged for storage and put together a contract for a team to deploy the system. Also included are heavy duty water pumps to clear water away from the Kembhill Park area. Milton Meadows has worked to get a system for early warning of potential flooding. We had pleaded for Aberdeenshire Council to set up a permanent levee to block flooding from the River Don, but they cannot do that until SEPA has completed studies about how that might affect flooding further downriver.

There was a practice deployment of the flood protection system on 6 November 2019 that worked out well and there was a real deployment of the system after heavy rains on 4 October 2020. The plan worked well, except organizers forgot something very important. Portaloos were missing from the arrangements and Fran got a frantic call to find some emergency toilet facilities for the workers. Bennachie Lodge and Burnett Arms filled that breach this time around, with Cllr Smith also offering facilities.

Gaenor Berkin presented a wreath at the war memorial on behalf of KCC, and Claire Stewart presented the Aberdeenshire Council wreath on Remembrance Day.

A team of nine people from the village put together a very successful Christmas event that involved the entire village. It started with activities at the Village Hall and culminated in a parade and carol sing around the newly erected tree in Kemnay Green. The Christmas tree lights were on as were the street decorations. Congratulations are due to Fran and the other team members for putting this together.

We had many things planned for the coming year. 75 years since the end of WWII, Birley Bush had open days, and quite a few other activities had to be cancelled because of a global pandemic called COVID 19.

Kemnay Community Council has responded to this as best we can. The village hall is off limits to us for the foreseeable future. After canvassing KCC members, the will of KCC was to conduct business via email, using much the same guidelines that we use for the Christmas and summer breaks. Where a vote from the entire community council was necessary we took a poll by email. Our decisions have been nearly unanimous to date.

Fran has issued a regular Record of Activity in lieu of monthly meeting minutes and these have been submitted to Aberdeenshire Council and published to the Kemnay Community Council Website. We began working on our response to help support Kemnay through this crisis. Then we became aware of a group organized on Facebook called Lend A Hand Kemnay that was doing this very thing. Rather than duplicate efforts we offered to support LAHK. Fran Patrick has been doing an excellent job as liaison between KCC and LAHK, assisting the main organisers, Kayleigh Wallace and Pauline Paterson. Fran has helped source funding, and KCC has helped on managing finances. KCC has, on advice from

Aberdeenshire Area office, brought LAHK under our wing. Our insurance covers it and we have the blessing of the powers that be in Aberdeenshire Council. Pauline and Kayleigh are quite happy with this arrangement, which has enabled LAHK to apply for funding.

Before completing this arrangement we made all 14 KCC members aware of it and through an email ballot, and we received 11 email votes for it, and three failed to respond. John Whittall, KCC treasurer, and Fran have been managing the funds secured through Fran's applications.

In conjunction with that, it was deemed expedient to make Kayleigh Wallace and Pauline Paterson associate members of KCC, to which they agreed, and again, through an email ballot, 11 of 14 KCC members voted for it, with three members failing to respond.

Currently LaHK is supplying 20-25 food boxes per month and supplements the tinned and packet items with fresh produce, bought with the funds raised from various sources, including Aberdeenshire Council Resilience funding and the SSEN Resilient Communities Fund, as well as donations from village residents.

The efforts of KCC and Lend a Hand Kemnay have been recognised by Aberdeenshire Voluntary Action and have been awarded Community Spirit Awards.

I would like to propose a special vote of thanks to the Secretary and the volunteers of Lend A Hand Kemnay for their excellent work over the last few months. Thanks also to S Wainman for her work and to J Whittall for keeping the finances straight in all this.

I would also like to thank the members of KCC for the contributions each of you has made in the last year to help keep Kemnay rolling along as smoothly as possible.

William Blackwood

Chair, Kemnay Community Council.

Kemnay Community Council

Treasurer's Report.

Since the beginning of the financial year the only outgoings have been on food supplies for LaHK, funded by grants from the Aberdeenshire Council and SSE and the normal secretarial outgoings.

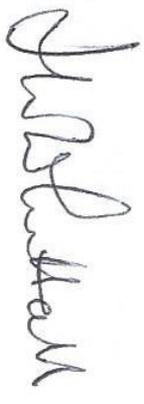
We have recently received a further grant of £1,400 from the Aberdeenshire Council Food Fund.

John Whittall

Treasurer.

I certify that the above accounts have been prepared by me and accurately reflect the financial transactions relating to the period 01/04/2019 to 31/03/2020

John Whittall Treasurer



9-5-20

Examined and found to be correct from Books and Vouchers supplied to me.



12-5-20

Janet Newberry

Hon. Auditor

Kemnay Community Council 01.04.19 to 31.03.2020

<u>Expenditure</u>	<u>General</u>	<u>Christmas Lights</u>	<u>Community Resilience</u>	<u>PADS</u>	<u>Covid 19 Resilience Hub</u>	<u>Total</u>
02.05.19	27.50					27.50
	50.00					50.00
06.06.19	27.50					27.50
	27.50					27.50
04.07.19	50.00					50.00
	27.50					27.50
11.10.19	50.00					50.00
	27.50	13.50				41.00
11.11.19	50.00					50.00
	27.50	13.50				41.00
19.11.19	50.00					50.00
		609.27		314.00		609.27
23.11.19		79.22				79.22
29.11.19		500.00				500.00
		129.99	49.40			179.39
30.11.19	27.50					27.50
	50.00					50.00

paper work?

02.01.20	KVH Hall Rental 29.11.19	75.00	75.00
07.01.20	Information Commissioner's Office	35.00	35.00
22.01.20	Web Site Domain Name	19.19	19.19
	Web Site Hosting	86.26	86.26
04.02.20	Fran Patrick re Secretarial	50.00	50.00
	KVH Hall rental Jan 20	27.50	27.50
07.03.20	Fran Patrick re Secretarial	50.00	50.00
	KVH Hall rental Feb 20	27.50	27.50
Totals		862.95	2,571.83

Income			
02.04.19	Small Grant Funding	400.50	400.50
17.07.19	Transfer from Defibrillators A/C	1,859.12	1,859.12
03.09.19	Admin Grant from ACC	1,010.63	1,010.63
05.02.20	Refund of Fees	134.00	134.00
	Christmas Event & Raffle	155.58	155.58
14.03.20	Grant from ACC Lend a Hand Kemnay	1,000.00	1,000.00
Total		1,010.63	4,559.83

Balance Sheet					
Income	1,010.63	556.08	0.00	1,993.12	1,000.00
less expenditure	862.95	1,345.48	49.40	314.00	0.00
Current Year	147.68	(789.40)	(49.40)	1,679.12	1,000.00
Balance Carried Forward	2,909.10	2,202.81	1,116.32	0.00	0.00
Total	3,056.78	1,413.41	1,066.92	1,679.12	1,000.00
					8,216.23

MINUTES OF MEETINGThursday, 29th October 2020 7.30 pm, virtually via Zoom

Present: Bill Blackwood (Chair); Gaenor Berkin (Vice Chair), Fran Patrick (Secretary); John Whittall (Treasurer); Sue Wainman; Margaret Basley; Richard Lamplugh; Suzanne Bunton; Sasha Brydon; Cllr Smith
Apologies: Claire Stewart; David Carlin; Lee Aitken

1 WELCOME & APOLOGIES - The Chair welcomed those attending and gave apologies as above.

2 DECLARATION OF INTEREST/AUDIO RECORDINGS - None

3 MINUTES OF MEETING 27th February 2020 - Minutes of meeting were previously circulated and proposed as accurate by R Whittall, seconded S Wainman. (A record of KCC business March-October has been kept by the Secretary and circulated to all KCC members, Garioch Area Office and local councillors.)

4 KCC - Membership Update – As outlined in the minutes of the AGM, Marie Glendinning and William Irvine have resigned from the Council. There may be a replacement from the Academy for M Glendinning's post, as well as confirmation of a pupil representative. (**Action:** F Patrick to contact M Glendinning about Kemnay Academy representation on KCC.)

5 POLICE MATTERS – Police Reports have been received and circulated.

6 KEMNAY RESILIENCE AND COVID RESPONSE – F Patrick gave an update on KCC's work via Lend a Hand Kemnay during the Covid-19 crisis. There is an ongoing demand for food parcels and thoughts are turning to what should happen in the future, particularly as the Covid crisis seems to be lasting longer than had been anticipated. Additional funding has been secured from Aberdeenshire Council's Community Food Fund. Discussions have been held with Lorna Forsyth, CLD, about how FareShare and LaHK/Community Larder might work together.

A report has been received from K Ledingham, Kembhill Park Flood Group:

Plans to include Kemnay in the next round of works starting in 2022 appear to be included in recommendations being made by SEPA and Aberdeenshire Council but these plans will require to be approved by the Scottish Government. Discussions will take place in December this year between relevant statutory bodies and if all goes well these will be presented for public consultation in March of next year.

A Flood Study of the River Don is proposed which will give the Council and SEPA a clearer understanding of what will be required at Kemnay and potential effects on communities further downstream. If the Flood Study is approved this will be an important first step in the process towards improved flood protection for the village.

SEPA issued a Flood Warning for Kemnay on the 5th of October. Aberdeenshire Council saw this as an opportunity to ask the contractors Briggs to deploy the Watergate Flood Barrier at Kembhill Park in order to see how the contractor performed in what might have been a real emergency situation. As it was, the barrier was not needed since the water level did not come anywhere near the level which it had in 2016. Overall, however, the deployment of the barrier was a useful exercise for the contractor and many residents in Kembhill Park were reassured that should it have been needed the contractor was able to respond at short notice and have it in place in good time.

Ken also issued an appeal to residents of Kembhill Park and the wider community to consider joining KPFG. They need to have as many members as possible in order to keep up pressure on the Council and SEPA to progress flood protection planning for Kembhill Park and Kemnay. If anyone is interested in joining or wants to be a volunteer to help folk during an emergency please contact Ken at chairman@kpfq.org.uk.

KCC's Resilience Plan will need to be reviewed and updated as it seems the Academy is only to be used in an extreme emergency, so won't be available to offer toilet facilities, etc for workers operating the flood barrier, for example. (**Action:** F Patrick to contact Aberdeenshire Council for clarification.)

S Bunton has just taken over management of the Loaves and Fishes, which will continue to be a 'refuge centre' in the case of a major incident. And of course, the Village Hall remains central to resilience planning in the village.

Cllr Smith suggested that communication links should also be reviewed, as it seems the Area Officer initially had some difficulty in reaching a contact in the village, although she did reach KCC Secretary, who worked with her to find toilet facilities for the Briggs' workers. (**Action:** F Patrick to arrange review of Resilience Plan.)

Jim Buchan of KPFG kept everyone informed of what was happening during the incident. S Wainman proposed a vote of thanks to Jim on behalf of KCC for his efforts. This was seconded by S Bunton. (Action: F Patrick to send note of thanks to Mr Buchan.)

It was suggested that there needs to be better communication platforms within the village about how people could offer/ask for help. It was felt the KCC and All About Kemnay Facebook pages could be used for this.

7 OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO SPEAK – None, but a letter has been received (anonymously) from a resident re the potential location of a replacement scout hut. It was pointed out that the location suggested in the letter (Birley Bush depot) is designated for business use in the plan adopted by Aberdeenshire Council. KCC cannot make representations to change this to community use. (Action: F Patrick to contact Steve Young for an update on the replacement scout hut.)

8 MATTERS ARISING:

a) **Phoenix Fund** – KCC's plan for use of the £5000 grant was accepted by Aberdeenshire Council, but an email has recently been received which would seem to imply that this funding is to be pooled to create a fund for other potential Aberdeenshire-wide initiatives. Cllr Smith is not sure if this is the case as KCC's bid had been received favourably; she is to seek clarification. (Action: Cllr Smith to find out the situation re the Phoenix Fund.)

b) **Local Government and Communities Committee** – S Wainman has looked at this, but is not aware of any further workshops on this (F Patrick & S Wainman attended a LGAC workshop some time ago.) There are very few asset transfers in Garioch.

c) **Aberdeenshire Infrastructure** – An email has been received from King Edward CC sharing its concerns re infrastructure maintenance in Aberdeenshire - with particular reference to bridges in need of repair – seeking comment and support. (Action: F Patrick to acknowledge receipt of email.) Cllr Smith did point out that budgetary pressures are making repairs of the many bridges in Aberdeenshire very difficult, but Aberdeenshire Council is undertaking a review.

d) **Upcoming events** – Remembrance – G Berkin has a wreath to lay on behalf of KCC and Cllr Smith has the one from Aberdeenshire Council. Information for Aberdeenshire Council and the Scottish Government on how these ceremonies can be conducted in the light of Covid-19 restrictions have been circulated and also shared with Sheila Simpson of Kemnay Church. The minister will let KCC know how they plan to proceed. Cllr Smith hopes to be able to attend in person this year, but if not W Blackwood will lay the wreath in her place. (Action: W Blackwood to liaise with Kemnay Church.)

Christmas – there will be no 'switch on' event this year, but the lights will be put up. R Lamplugh is working with Gavin Adam to install the motifs on the lampposts and F Patrick will organise the lights on the trees at the Green.

Update on the planting of trees at either end of the village – it now looks like KCC will need to pay for these, which should be possible, depending on the cost. Cllr Smith has also been pursuing this on behalf of KCC and I Mitchell from Landscaping Services is to send through a list of possible trees and costs. It is hoped the trees will finally be planted in time for this Christmas, if not, alternative decorations will be put in each of the roundels. It was noted that it was April 2019 when discussions were first held with Landscaping Services on the planting of trees at either end of the village. (Action: F Patrick to liaise with Cllr Smith on this to make sure the trees are finally supplied.)

9 TREASURER REPORT – The main outgoings have been from the Lend a Hand account, with F Patrick passing all receipts on to J Whittall for reimbursement. Confirmation that there would be money available to buy two trees.

10 PLANNING MATTERS & APPLICATIONS –

a) **Current planning applications** - No action to be taken on any **Alterations and Extension to Dwellinghouse, Bogbeth Rise**

Ref. No: APP/2020/1811

Erection of Dwelling house, Burnside of Braco

Ref. No: APP/2020/1837

Erection of Dwelling house, Denhead Farm, Bograxie

Ref. No: APP/2020/2024

Alterations to Dwelling house, Fetternear View

Ref. No: APP/2020/2096

Thanks expressed to G Berkin who has done sterling work in looking at all planning applications and keeping KCC informed. She has also attended a webinar on the consultation re new pre-application proposals. These proposals are designed to

streamline but also strengthen existing regulations – if a developer wants to ‘tweak’ a plan, they won’t have to go through the whole consultation process again, but the amendments must be linked to the original outline and done within 18 months.

11 REPORTS

a) Public Access Defibrillators (PADs) – No report received, but a request has come in for a defibrillator to be installed at Benview Retirement Park. (**Action:** F Patrick to get update from K Stewart and to pass on request from W Irvine at Benview Retirement Park.)

b) Garioch (& North Marr) Safety Group (GNMS) – Although it has now no representative on this, KCC will still get agendas and minutes.

c) Garioch Area Community Council Forum (GACCF) – No update.

d) Community Planning – Three postponed meetings, next planned for November, when the agenda will be dominated by response to Covid-19 situation.

e) Greener Kemnay – The walk maps are still in progress; the community garden has been quite well used over the past months. Kemnay Steens have been installed and publicised – very happy with them & hoping to create a booklet and an app. Still need some way of making information on the village available to visitors – S Wainman has been trying to put all the Steens on Google maps and G Berkin’s husband has put them on another digital map platform.

Thanks expressed to S Wainman and GK for all their hard work in developing the community garden, which has been looking lovely.

(Place of Origin – no progress on the maintenance of this village landmark, but KCC to keep monitoring this and pushing for progress. There is a lot of litter, etc and it was felt that an organised litter pick would be useful – when Covid-19 restrictions allowed.)

f) Kemnay Local Learning Community Partnership (LLCP) - No recent meeting, but Lorna Forsyth has suggested that KCC look at its ‘Health Check’ at a future meeting. (**Action:** F Patrick to add this to agenda for November’s meeting.)

g) KAPC/KPPC/APPC - *KPPC:* G Berkin has been invited to attend the next virtual meeting as KCC’s representative.

h) Press Reports – Article on the difficulties facing the Bennachie Lodge due to Covid-19 restrictions; article on the deployment of the water barrier

12 ABERDEENSHIRE COUNCIL/COUNCILLOR NEWS – Cllr Smith present – Has been trying to progress the trees promised for the village (see above); Riverside path - has spoken to Chair of Infrastructure Committee, who is to look at the possibility of speedy repair, although budgets are very tight and have already largely been allocated for this year. Cllr Smith is aware how popular and well used the path is and acknowledged that a more permanent solution to the path would be good, but the cost is prohibitive at the moment. However, the situation with the path has been raised with the appropriate people at Aberdeenshire Council.

Councillors are working and meeting virtually, which is proving to be very tiring; council staff are still working from home wherever possible.

13 CORRESPONDENCE

a) Correspondence from the Council - was circulated prior to the meeting.

- Views sought on Aberdeenshire Council Roads Policies Review
- Website Development Pilot
- BY Payphone Removal – Second Stage of Consultation
- Local Government and Communities Committee – Views on participation requests and asset transfers
- Launch of Scotland Loves Local Aberdeenshire
- Updated Guidance on Remembrance Day

b) General Correspondence Received - was circulated prior to the meeting.

- Letter received re potential location of new scout hut.
- Email received re installation of defibrillator at Benview
- Email received from King Edward and Gardenstown CC re Aberdeenshire Infrastructure
- Email received re flood damage to the riverside path
- Email received from Cluny/Midmar/Monymusk CC re scam email and phone calls and blue bin identity theft

14 OPPORTUNITY FOR COMMUNITY COUNCILLORS TO SPEAK - F Patrick & S Wainman have signed up for the website/social media pilot to be run by the Scottish Tech Army; R Lamplugh concerned at the poor state of some pavements and gutters not being cleared, Riverside Road seems to be particularly bad in this regard; S Brydon proposed a vote of thanks to all KCC office bearers for maintaining the community council over the past few months; W Blackwood wondered when the Village Hall might be available again for in person meetings - not any time soon, it was felt, as at the moment the hall is only being used by groups who meet more frequently.

W Blackwood and G Berkin presented certificates to the three members of KCC who have been central to Covid-19 resilience efforts in the village via the Lend a Hand Kemnay initiative. On behalf of herself, K Wallace and P Paterson, F Patrick expressed her gratitude for this acknowledgment of their efforts, which will be on going for some time yet, it would seem.

Date of next meeting: Thursday, 26th November, 2020, 7.30pm, virtually via Zoom