

# Beauly Primary Stakeholder Group Meeting Minutes Meeting No. 1

## Microsoft Teams

**16 November 2021 at 4.00 pm**

| <b>Present</b>          | <b>Organisation</b>                           | <b>Initials</b> |
|-------------------------|---|-----------------|
| <b>Stakeholders</b>     |   |                 |
| Shonagh Aitchison       | Parent Council                                | SA              |
| Robert Logan            | Resident                                      | RL              |
| Siobhan Grieger         | Parent Council                                | SG              |
| Sarah Finnegan          | Gala Tots Club                                | SF              |
| Steven MacKenzie        | Beauly Shinty Club                            | SMK             |
| Jenny English           | Parent Council                                | JE              |
| Roy Harrison            | Beauly Community Council                      | RH              |
| <b>Councillors</b>      |   |                 |
| Helen Carmichael        | Senior Councillor                             | HC              |
| Margaret Davidson       | Leader  | MD              |
| David Fraser            |   | DF              |
| Emma Knox               |   | EK              |
| <b>Highland Council</b> |   |                 |
| Sharon Barrie           | Programme Manager (Property)                  | SB              |
| Robert Campbell         | Estate Strategy Manager                       | RC              |
| Tracey Fraser-Lee       | Head Teacher (Beauly PS)                      | TFL             |
| Dorothy Gibb            | Principal Estates Officer                     | DG              |
| Susie Lockett           | Teacher (Beauly PS)                           | SL              |
| Alan Paul               | Estates Officer                               | AP              |
| Jenny MacRae            | Estates Co-ordinator                          | JM              |
| Fiona Shearer           | Area Education Manager South                  | FSh             |
| Simon Swanson           | Head of Investment & Programme Management HLH | SS              |
| <b>Apologies</b>        |   |                 |
| Lynsay Boyle            | Parent Council                                |                 |
| Seona Fraser            | Beauly Community Council                      |                 |
| Judith Whitelaw         | Gala Tots Club                                |                 |

| <b>Agenda item</b>              | <b>Action</b> |
|---------------------------------|---------------|
| <b>1. Welcome and apologies</b> |               |

| Agenda item  | Action |
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| <ul style="list-style-type: none"> <li>• Cllr Carmichael chaired and welcomed everyone to the first meeting of the Beaulieu Primary Stakeholder Group.</li> <li>• Apologies: Seona Fraser, Beaulieu Community Council. Lynsay Boyle, Parent Council Judith Whitelaw, Gala/Tots Club</li> <li>• Round the screen introductions were made.</li> </ul>  |        |
| <p><b>2. Terms of Reference and Stakeholder Attendees</b></p> <ul style="list-style-type: none"> <li>• Draft Terms of Reference document has been shared with the group.</li> <li>• Group to agree stakeholders and any additional stakeholders are to be notified to Fiona Sangster.</li> <li>• Stakeholders unable to attend can nominate a back-up person in advance of meetings.</li> <li>• Local Council Member is normally the Chair of the Stakeholder Group</li> <li>• Meetings held once a month during term time.</li> <li>• At next meeting, finalise the Terms of Reference and Stakeholder attendees.</li> </ul>  | All    |
| <p><b>3. Design Overview</b></p> <ul style="list-style-type: none"> <li>• Robert Campbell shared a Power Point Presentation covering background, current position, key stages, and milestones along with some preliminary site plans.</li> <li>• Power Point Presentation will be circulated along with the draft minutes after the meeting.</li> </ul>  |        |
| <p><b>4. Project Update and Planning</b></p> <ul style="list-style-type: none"> <li>• MD asked how soon the modular units would be on site.</li> <li>• RC advised it would be next year. Demolishing of buildings would need to be during school holidays and appropriate Building Warrants would need to be in place.</li> <li>• DG added that services would need to be installed also.</li> <li>• SM commented that the modular units looked to be very close to the barriers for spectators on the shinty pitch.</li> <li>• DG confirmed the units would not impinge on the shinty pitch.</li> <li>• SM asked about the skate ramp area and what was happening on that site.</li> <li>• DG advised the skate ramp would need to be removed. HC trying to find out who has ownership of the ramp. Ramp is in poor repair.</li> <li>• SM asked if there would be a fence round the modular units</li> <li>• DG confirmed there would be either heras fencing or a permanent fence structure.</li> <li>• SM commented that from the drawings, the modular units looked very close to the touch line and access right round the pitch was required.</li> </ul> |        |

| Agenda item   | Action |
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| <ul style="list-style-type: none"> <li>• DG stated that the drawings were only preliminary, and measurements were not accurate.</li> <li>• DG commented on a new access for RL to the back of his property being developed along with better staff parking/drop off area for the new school.</li> <li>• HC stated that the current designated drop off for school pupils is at Braeview Park. Pupil's cycle/walk to school via that route.</li> <li>• TFL reiterated that Braeview Park is used by most pupils coming to school.</li> <li>• RH advised he had a contact for the skate ramp and that they were proposing to fix it. RH will share details with DG.</li> <li>• DG explained the requirements for outdoor play area. The designs shared are at a very early stage. Not decided yet if building will be single or two storeys. Single build allows direct access from classrooms out to play areas. Two storey build is better for energy targets and will give more outdoor area for play. Considering both options.</li> <li>• SM advised there was a ball retention net on the playing field and balls still went over the net. DG thanked SM for this information.</li> <li>• SG queried if it was a two-storey build, would it have an impact on the residents on Croyard Road.</li> <li>• DG stated that these properties have large rear gardens that currently back on to the school buildings. Both one-storey and two-storey include a games hall and at this time we don't believe a two-storey building will be a height issue however, everything is being considered.</li> <li>• HC suggested that a site visit be arranged to see the proximity of the temporary modular units to the pitch.</li> <li>• MD commented that ball retention nets were never high enough, and this should be factored into the costs for the new school.</li> <li>• RC advised that future expansion of the school had been factored in. Build will be for six classrooms with the provision of extra bays for additional classrooms.</li> <li>• TFL looking forward to the development of the new school, an exciting proposal and her preference is for a single build. DG proposing Learning Through Landscape workshops for staff initially and then to include wider community. Further workshops to follow in the new year – Carbon Conscious. All workshops will be virtual as this is more convenient and results in good participation.</li> <li>• MD commented on the Cnoc-na Rath park area at the back of the school, and the proximity of two community woodland areas – Abriachan Trails and Aigas Field Centre. Try to use local areas and encourage partnership working. Abriachan has an Early Learning Centre and Outdoor Education facility both</li> </ul> | RH     |

| Agenda item   | Action |
|---|--------|
| of which have waiting lists to join and was awarded straight fives in recent Care Inspection visit.   |        |
| <b>5. Transition</b> <ul style="list-style-type: none"> <li>• RC explained that transition would be a recurring item on the agenda covering all that THC needs to do to ensure the school opens in August 2024.</li> </ul>                  |        |
| <b>6. Community Benefits</b> <ul style="list-style-type: none"> <li>• Contractors will be invited to a future meeting to share proposals on community benefit contribution.</li> </ul>  |        |
| <b>7. AOCB</b> <ul style="list-style-type: none"> <li>• Images/Comparison School drawings will be shared at next meeting.</li> <li>• Agreed to move meeting time to later in the afternoon to accommodate parents/ school staff.</li> </ul> |        |
| <b>8. Date of next meeting</b> <ul style="list-style-type: none"> <li>• 18 January 2022 – 5.30pm via Microsoft Teams</li> </ul>   |        |