

Minute of inuagural Meeting Lennox Community Council

Date: Wednesday, 25 October 2017
Time: 7.00 pm
Venue: Milnes High School, Fochabers

Chair: Jane Martin Community Council Liaison officer (CCLO)

Attendees: John Wright, George Garden, Colin Hanover, Alan Flett, Donald Cameron, Mike Reid, Angus McNair, Cllr Bremner, Cllr McRae, Cllr Morrison, Anna-Mary Overing.

Apologies: Rober Gray

1. Welcome, Introductions and Apologies

Jane Martin CCLO welcomed all to the meeting and congratulated members on being elected as Community Councillors to serve their communities.

2. Community Council Induction

JM (CCLO) gave a training/induction presentation to all members. This incorporated, Community Councils in Moray, Scheme and Constitutional documents, Community Councillors Handbook, Core Community Council Business, Members and Office Bearers duties, highlighting key areas that Community Councils and its members should be aware of.

All Members were given copies of the Scheme of Establishment, Model Constitution and the Code of Conduct. The Community Council were issued one hard copy of the handbook and informed that the handbook is available online at http://www.moray.gov.uk/moray_standard/page_105319.html, if members require printed copies, costs can be paid from the Community Council administration grant.

3. Contact Sharing Authorisation

JM (CCLO) asked all members to complete the Contact Sharing Authorisation form for Data Protection purposes, copies of the completed forms will be emailed to the secretary.

AM to deliver documents to RG.

JM (CCLO) to share contact information with all members

4. Administration Grant and population figures

Jane Martin informed members that the annual grant for Lennox Community Council is £767.96 for the period April 2017/18.

The grant is calculated at £500 plus 0.0725 pence per head of population, the population for the area is 3757 .

The annual grant paid is distributed in two parts, April and October; the second grant payment for the period 2017/18 will be paid in October on receipt of examined annual accounts. JM (CCLO) confirmed receipt of the accounts.

5. Appointment of Office Bearers

Chairperson: George Garden

Proposed: Donald Cameron

Seconded: John Wright

George Garden and Allan Flett put their names forward for the position of Chairperson, a secret ballot was held to decide.

Vice Chairperson: Mike Reid

Proposed: Donald Cameron

Seconded: Allan Flett

Secretary: Donald Cameron

Proposed: Colin Hanover

Seconded: Mike Reid

Treasurer: Robert Gray

Proposed: John Wright

Seconded: Mike Reid

Planning Contact: Donald Cameron

Proposed: George Garden

Seconded: Allan Flett

All members agreed to Anna-Mary Overing being an Associate member of the Community Council.

6. Constitutional Documents

JM suggested that the model constitution should be signed immediately to protect the Community Council; the Community Council can in the future apply for any changes that may be required to Moray Council.

The constitution was signed; JM (CCLO) will deliver to the Deputy Returning Officer, after checking the Constitution will be returned to the Community Council.

JM (CCLO) advised members to bring their copy of Constitutional documents to meetings for reference, particularly the Standing Orders.

7. AOC

Clash Gour Wind farm, Community Ownership Workshop in Moray on the 24th November.

All members agreed to the purchase of a laptop for the Chair to use for Community Council business.

JW gave his apologies for the JCC meeting on 9 November, all remaining members confirmed attendance.

8. Business from previous meetings

Jane Martin closed the inaugural meeting and handed the meeting over to the new chair to start Community Council business.