

## Minute of inaugural Meeting Findochty & District Community Council

Date: Wednesday, 11 October 2017

Time: 7.00 pm

Venue: Findochty Town Hall, Findochty

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Chair: Jane Martin Community Council Liaison officer (CCLO)

Attendees: John Oliver, Gayle Calder, Henry Marshall, Stephen Tucker, James Murray. Cllr Cowie, Cllr Warren, Cllr Eagle.

Apologies: Andrew Slater

### 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](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. JO to forward to AS for completion.

### 4. Administration Grant and population figures

Jane Martin informed members that the annual grant for Findochty & District Community Council is £587.65 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 1203 .

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. GC informed that this is in hand and accounts will be forwarded when they have been independently checked..

**5. Appointment of Office Bearers**

There was no Office Bearers appointed. There was discussions around the appointments, no members wished to take any duties on. Members agreed that addiotional membership should be looked for to help with these duties.

A community meeting was discussed JO to organize leaflets to inform local residents.

**6. Constitutional Documents**

The Consitiution could not be signed as no office bearers in place.

**7. AOC**

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

**8. Business from previous meetings**

Jane Martin closed the meeting.