

Minute of Inaugural Meeting Speyside Community Council

Date: Wednesday, 08 November 2017

Time: 7.00 pm

Venue: Grant Hall, Rothes

Chair: Jane Martin Community Council Liaison officer (CCLO)

Attendees: Andy Cameron, Julie Sarab, Frannie Shaw, Marion Ross, Chris Garden, Jean Richardson, Cllr Laing

Apologies: Cllr Ross

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.

Members were advised to consider cycle of meetings and venues, dates for December and January meetings were made.

Members agreed to meet before the next meeting to go over a few things.

JM (CCLO) will do an enhanced induction over the next few meetings to support members with roles and responsibilities.

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.

JM (CCLO) to share contact information with all members

4. Administration Grant and population figures

Jane Martin informed members that the annual grant for Speyside Community Council is £828 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 4525 .

The annual grant paid is distributed in two parts, April and October; the second grant payment for the period 2017/18 will be paid when a bank account has been opened.

5. Appointment of Office Bearers

Chairperson: Marion Ross

Proposed: Julie Sarab

Seconded: Andy Cameron

Vice Chairperson: Jean Richardson

Proposed: Marion Ross

Seconded: Frannie Shaw

Secretary: Julie Sarab

Proposed: Jean Richardson

Seconded: Andy Cameron

Treasurer: Jean Richardson

Proposed: Julie Sarab

Seconded: Andy Cameron

Planning Contact: Andy Cameron

Proposed: Frannie Shaw

Seconded: Marion Ross

Planning information to go to generic and personal email.

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. AOCB

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

8. Dates of next meetings

Monday, 11 December, Rothes Fire Station, 7.00 pm

Wednesday, 17 January, Speyside High School, Aberlout, 7.00 pm