

Strathisla Community Council Meeting Minutes

17 May 2023, 7:30pm, Keith Fire Station

Attendees:

Strathisla Community Councillors: James Mark, Rhona Patterson, Karen Pryce-Iddon, Adele Williams, Priscilla Gordon-Duff, Martin Greenhalgh, Tina Murphy

Moray Council Councillors: Theresa Coull, Donald Gatt

Dawn Brodie- Community Learning and Engagement Manager (Moray Council)
Debra Duke- Community Council Liaison Officer (Moray Council)

1. Welcome, apologies

The CCLO welcomed everyone to the meeting and everyone introduced themselves.

2. Decision from Moray Council Corporate Committee

- **Background**
- **To extend the “supported status” of the Community Council for a further 3 period to resolve membership issues.**

DD outlined the detail of the Moray Council Corporate Committee decision on the 25th April 2023. Cllrs decided to extend the Supported Status period for Strathisla CC for a further 3 months taking in the May, June and July meetings.

3. Agree a support agreement with the Community Support Unit for the supported status.

Support Agreement

Discussion held about the support that Strathisla CC required over the next three months. The CSU would provide support for chair and secretarial duties for the meetings in May, June and July 2023.

The CCLO would provide training on roles of office bearers, code of conduct, policies and procedures before the meeting in June.

The CSU would support the CC with producing promotional material and social media posting.

Discussions and actions

Secretarial duties – a key role on the community council. Discussed the potential to pay someone an honorarium to cover these duties.

Meetings could be recorded to help with writing minutes up. To discuss when person is appointed to the role.

Passwords – Karen to give Debra the p/w for the e-mail account. Debra to contact Jacob via phone or e-mail to find out p/w and log in for the website. Discussions around who should have access to the e-mail account – decision deferred to next meeting.

Discussions were also had about the use of social media accounts as the previous admin was no longer involved in the CC.

It was suggested that a communications policy for the use of social media, emails and other methods of communication between members of the CC and others might be required.

ACTIONS:

- KPI to pass on information for email account to CCLO.
- CCLO to contact website designer for access to the website.
- CCLO to look at a communications policy for internal and external communications.
- Completed support agreement to be sent to Strathisla Community Councillors.

4. Approve co-options

Tina Murphy, Priscilla Gordon Duff, Martin Greenhalgh were all willing to be co-opted to Strathisla CC. This would increase membership to seven out of a maximum ten. It was therefore proposed by KPI, and seconded AW that all three be co-opted.

DD confirmed that only three co-options were permitted in a six month period but there would be room for Associate Members who could attend and participate in meetings but not vote. The next review of the Scheme was due to start in summer 2024 so this would be an opportunity to consider amending this clause. Any boundary changes could be considered then too, to take account of any new housing and potential sites which could be developed in the future.

DD asked if people could suggest places or events where the CC could be promoted – In Keith, Grange Community Facebook Page were two suggestions, beer festival, coffee morning and plant sale, noticeboards at Grange were all mentioned. CSU to produce posters and social media post for consideration.

RESOLVED:

- That Priscilla Gordon-Duff, Martin Greenhalgh and Tina Murphy be co-opted as members of Strathisla CC.
- CSU to produce promotional material for Strathisla CC

Possible advertising for the CC-

- Leaflets and posters for Longmore Community Hall, village halls and noticeboards
- coffee morning at Longmore Community Hall Saturday 27 May
- Men's Shed coffee morning, Longmore Community Hall, Saturday 24 June

5. Approve office holders

- **Chairperson**
- **Secretary**
- **Treasurer**

Postponed.

Before the meeting in June CCLO would deliver some training covering:

- Code of Conduct
- Scheme of Establishment
- being a community councillor, and
- office holder responsibilities

6. To receive a report from the treasurer

SSE Resilience Funding

£50,000 SSE funding had been awarded for the purchase of generators for Rothiemay, Drummair and Newmill. All agreed that the items funded should be purchased – Rhona P to action this. Priscilla GD asked if there was an expectation that these Halls would be open as rest centres in an emergency – Rhona confirmed that that was the case.

Financial report

£52,582.82p in the account (£50k of this is SSE money). Last year's accounts had now been independently examined so James would send on to CCLO.

It was agreed that the signatories needed to be confirmed for the account and online banking set up if possible.

James also wanted to minute that in March 2023 a payment of £971.07 was paid to Newmill Picnic Committee. This had been agreed at a meeting of Strathisla CC in April 2022. This was funding awarded by Moray West to support their picnic. The funder had originally stipulated that the funding had to go to a constituted group and Strathisla CC agreed to do this. The money was paid out in good faith before the money was transferred by the funder. It transpired that in the end Moray West had paid the money directly to the Newmill Picnic Group so effectively Strathisla CC are owed the funding. An added complication is that Moray West have now been sold to another company but they have agreed with James to pay the money. James to progress and report back to June meeting.

Microgrants – it was confirmed that applications could now recommence for microgrants.

RESOLVED:

- That SSEN funding be used to purchase equipment in line with funding application- RP

7. AOCB:

No other business.

8. Date of next meeting:

The next meeting would be held on Wednesday 7 June 2023, at 7:30pm in Keith Community Centre.