

Buchanan Community Council DRAFT AGM Minutes May 2017

ATTENDEES

Members present A Peebles (AP), L Buchanan (LB), A Lee (AL), D Morris (DM), D Lee (DL), L Holl (LH), and K Lilburn (KL)

L McKinley (LMcK) - Stirling Council, W Nisbet –WPA

Apologies S Macfarlane, W Huckerby (FC),

Resignations M McLeman, due to leaving the area.

In Attendance 10 Members of the Community

DECLARATIONS OF INTEREST None

DRAFT MINUTES FROM 2016 AGM

Amendments None

Proposed by AP

Seconded by LB

Matters Arising None

REPORTS

Treasurer's Report

Annual Accounts were audited by J MacKay, Chartered Accountant, also treasurer of several community groups. Treasurer offered thanks to JMK for her voluntary work on the accounts audit. Circulated to all Councillors week before the meeting.

LB appointed Treasurer in Sept 2016 but didn't get access to the accounts till October. Done best to assimilate information from previous year as a comparison. Current account divided into 3 groups for ease of seeing how money is tracked.

Communicator account stands at £434.86 but 2 outstanding issues to be paid for at approximately £210 leaving £220.

Current Account total £1696.19. Deposit Account total £650.32 as at 31.3.17.

Proposal - To accept these accounts:

Proposed by KL

Seconded by AL

Signed copy handed to L McKinley for Stirling Council

Proposal - To use J McKay to audit accounts in 2018

Proposed by AL

Seconded by KL

Chairman's report Attached

Secretary's report Included

AL acknowledged the work done by the 3 Councillors between June 2016 and Sept 2016 in a very difficult period to enable the Buchanan Community to keep their Community Council. Very sad if it had dissolved as it has a statutory role in various areas.

DL raised the subject of M McL's resignation and the fact that the current CC has a majority of Councillors from the Buchanan Castle Estate. We are missing representation from Balmaha, Milton of Buchanan and Buchanan Smithy. He was reminded of S Mcf who DL advised had been unable to attend thus far. Therefore we can demit him and refill the seat

with someone from one of the areas which isn't currently represented. It was noted that LH represented Balmaha.

LMcK advised this should be done in the Ordinary Meeting and a letter sent to him advising him that there was an intention to demit him.

LB suggested whether we should advise all members of the Community that we were inviting replacements.

DEMIT/ELECTION OF OFFICE BEARERS

KL asked if current OB would be prepared to stand again.

DL proposed we should accept them. AL said all positions were separate and should be voted on separately.

Chairman D Morris Proposed by AL Seconded by LB

Vice Chair Unanimous decision to leave this position open at the moment as historically

Secretary A Peebles Proposed by KL Seconded by LB

Treasurer L Buchanan Proposed by AP Seconded by LH

After some discussion as to the role of the Planning Correspondent which included liaising with the NPA Planning Dept, advising Councillors of new planning applications and putting information on the BCC website. AP indicated that the BCC could decide if any correspondence could be sent direct from the PC or whether all correspondence should go through the secretary. LMck confirmed this role could be done by the Secretary or a separate councillor. AP also advised that the PC could be asked to provide background information on a planning application when the BCC has been asked to respond and then present BCC report to the Planning and Access Committee if required.

AL indicated some interest to help with this role but was not prepared to put information on the website or write letters. It was agreed that A P will continue as Planning Correspondent.

DATE OF NEXT MEETING – Monday 30TH April 2018

Approved 2016 Minutes to be sent to Stirling Council

ACTION AP

ATTACHMENTS

Chairman's report

Secretary's report

Copy of Annual Accounts

Chair's report AGM - 8th May, 2017

The last year has seen much change for both the Community Council membership and the environment in which we operate.

First, I would like to take this opportunity to recognise and thank all the previous Councillors who resigned last summer for their efforts over many years.

It has been a challenge to sustain an active Community Council until the recent interim election process provided a full membership again. That said, you may be aware that one of our new members, Malcolm McLeman, has recently resigned as he is moving out of the Buchanan community. I would thank him for his contribution over the months that he has been a Councillor. This now leaves a vacancy.

I mentioned that the environment in which we operate has changed. We are now seeing the Community Empowerment legislation having a positive effect. We are seeing that Stirling Council is increasingly reaching out to communities as the Council seeks to engage more closely with us.

Turning now to note some of the significant highlights of the year -

- The Buchanan Memorial Hall received significant financial support from the Community Council.
- The Affordable Housing initiative has made significant progress.
- The introduction of the new camping Byelaws have been supported after some lively challenges.

Looking ahead, your Community Council will continue to build relationships with the National Park, Stirling Council and local organisations for the benefit of the community.

Secretary's Report for BCC AGM May 2017

I took over this role in July 2016 as a temporary measure when the previous Secretary resigned. We had to set up a new Buchanan Community Council secretary's email account due to lack of access to the previous account. My appointment was officially confirmed at the September Community Council meeting.

DM May 2017

My role has included day-to-day management and circulation of emails, drafting various documents, agendas and minutes of meetings for circulation and developing archives. We need to decide how we want to record our archives.

I've also continued my previous role as Planning Correspondent and updated the Community Council website when necessary.

Another councillor took and produced the draft minutes from the last two meetings which enabled me to take a more active role in the meeting itself which is necessary as Secretary. He has now handed the role back.

I propose we either employ an independent minute taker to enable all councillors to be actively involved in the meeting or record the meetings. (I could then be fully involved in the meeting and write up the Minutes from the recording.)

This was originally put forward at the November 2016 meeting and decision delayed while further discussion took place and as one councillor was not in favour then and has registered their objection by email when all councillors were approached again recently.

Information from Stirling Council:

13.1.17 Email Jean Cowie

Ref External Minute Taker. BCC will be required to provide the following information
Do you use the services of a paid external minute taker (i.e. not an elected Community Councillor?)

If yes,

How many meetings from April 2017 – March 2018 are you proposing to use an external minute taker?

For the new financial year from April 2017 the Minute Grant will be paid at a later date, after receipt of your accounts to 31 March 2017 and your 2017 AGM minutes.

5.5.17

Following a fact finding phone call to JC, she has emailed me back to say:

The CC Minuting support grant is for a person and cannot be used for recording equipment. Lynne McKinley is going to check up on possible feedback from the Chief Governance Officer regarding use of recording machines.

Ian Denvir and Lynne McKinley will be the contacts on this issue as she will not be dealing with CC insurance and Minuting grants this year.

AP

May 2017