

Strathard Community Council Draft Minutes of 2018 Inaugural Meeting & OGM

Place: Aberfoyle Memorial Hall

Date: 15th November 2018

INAUGURAL MEETING

Present: Michelle Colquhoun, Ros Dingwall, Trevor Gerhaty, Andre Goulancourt, Linda McColl, Gillian McEwan, Stuart Stephen, Jimmy Quinn,

Also Attending: Michelle Flynn (Stirling Council), Toto McLellan (Minute Secretary), 3 members of the public.

Item	Content	Action	Date
1.	Welcome & Apologies: Michelle Flynn chaired the meeting as representative of Stirling Council Governance. A warm welcome was extended to all.		
2. 3. 4.	Community Council Induction: : MF read through all induction information aloud, including details on area profile, administration grant structure, and approved appropriation of funds. A full copy of this information was provided for retention by Strathard CC, and can also be accessed online. A Handbook on Community Council procedure is also available. Points discussed for further clarification during reading of documentation included the following: Term: The Council will serve for a term of 5 years. Frequency: A minimum of 8 meetings per year must be held. Minutes: Draft minutes must be received by Stirling Council within 14 working days of being approved. The Stirling Council grant for external minute-taking services must not be paid to volunteers. AGM; AGM must be held in April, May or June. Email: A generic email for the Community Council MUST be set up, and all correspondence from Stirling Council must come to this address. The existing address of Strathard CC meets these requirements. All correspondence to Stirling Council must be directed through a dedicated Community Council helpline, which will be set up in the New Year. Until this line is active, all communication will be dealt with by the Community Engagement Team. Direct contact with specific SC officers to discuss matters that fall within their remit will no longer be possible. Reply to queries received through the correct channel is guaranteed within 10 working days.		

	<p>Insurance: Any contended situation arising from a decision which was made by the Community Council as a whole, and properly proposed, seconded and minuted, will be covered by insurance. Community Councils must self-insure for events.</p>		
5.	<p>Appointment of Office Bearers: Chair: Appointment of Trevor Gerhatty as Chair was proposed by GM and seconded by MC Vice Chair: Appointment of Vice Chair was postponed. Secretary: Appointment of Linda McColl as Secretary was proposed by JQ and seconded by TG Treasurer: Appointment of Stuart Stephen as Treasurer was proposed by TG and seconded by JQ Planning: Appointment of representative was postponed.</p> <p>Co-option: It was unanimously agreed that Joyce Kelly, as Associate Member, will be co-opted to the Community Council following submission of appropriate documentation to Stirling Council</p>		
6.	<p>Signing of the Constitution & Standing Orders: Copies of the Constitution and Standing Orders were signed by the relevant parties.</p>		
7.	<p>Meeting Calendar: A schedule of meetings standing at 7 meetings plus AGM was agreed and provided to MF. Meetings agreed were as follows: Feb & March, May & June(AGM), Aug & Sept, Nov & Dec. It was agreed that the AGM should be held in Kinlochard. Meeting Time: A new meeting time of 7.15pm was also approved.</p>		
8.	<p>Handover: At this point MF handed the Chair over to TG as duly elected chairperson, concluding the establishment of Strathard Community Council 2018.</p>		