

Minutes

Inaugural meeting of Keith Community Council

2 October 2017

Keith Sports & Community Centre, Keith

7.00 pm

Attendance: Jane Martin (CCLLO); Cllr Gatt; Cllr Shephard; Neil Kidd; Catherine Sinclair; Marguerite Cruickshank; Steve Hickin; Susan Hutcheon; Dave Carson; Sandy Dickson

Apologies: Fiona Addison; Sandra Clark

1. Welcome, Introductions and Apologies

Apologies were received from Sandra Clark, Fiona Addison and Cllr T Coull. Jane Martin CCLLO opened the meeting and welcomed all. JM congratulated members on being elected as Community Councillors to serve their communities.

2. Community Council Induction

JM gave an induction training 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.

JM will arrange a suitable time to meet with FA and SC for an induction.

3. Contact Sharing Authorisation

Jane Martin asked all members to complete the Contact Sharing Authorisation form, copies of the completed forms will be emailed to the secretary.

4. Administration Grant and population figures

Jane Martin informed members that the annual grant for Keith Community Council is £845.61 for the period April 2017/18.

The grant is calculated at £500 plus 0.0725 pence per head of population, the population for Keith is 4767.

The annual grant is paid and 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.

5. Appointment of Office Bearers

Chairperson: Neil Kidd

Proposed: Susan Hutcheon

Seconded: Sandy Dickson

Vice Chairperson: Sandy Dickson

Proposed: Neil Kidd

Seconded: Susan Hutcheon

Secretary: Catherine Sinclair

Proposed: Marguerite Cruickshank

Seconded: Sandy Dickson

Treasurer: Marguerite Cruickshank

Proposed: Neil Kidd

Seconded: Susan Hutcheon

Planning Contact: Susan Hutcheon

Proposed: Neil Kidd

Seconded: Sandy Dickson

Planning information has to be sent to SH private email and the Community Council generic email.

6. Constitutional Documents

Members agreed that they would adopt the model constitution. NK Chairman, SD and MC signed the constitution. JM will forward to Moira Patrick, Deputy Returning Officer, Moray Council.

7. AOC

JM informed members of the Clash Gour Wind farm, Community Ownership Workshop in Moray on the 24th November, invite to be forwarded.

All members agreed that DC should be co-opted as a member of Keith Community Councils.

8. Business from previous meetings

Jane Martin closed the inaugural meeting and handed the meeting over to the new chair to start Community Council business.