

Minute of Inaugural Meeting Lossiemouth Community Council

Date: Monday, 16 October 2017

Time: 7.00 pm

Venue: Lossiemouth Community Centre, GP Room 2, Lossiemouth

Chair: Jane Martin Community Council Liaison officer (CCLO)

Attendees: Marian Evans, Maureen Garden, Graham Flemming, Mike Mullholand, Carolle Ralph, FLT LT Chris Hawkins (RAF Lossiemouth), Cllr Allan, Cllr Edwards

Apologies: Tim Stanning, Cllr Cowe, Cllr Patience

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.

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.

MG will forward form to TS. JM (CCLO) to share contact information with all members

4. Administration Grant and population figures

Jane Martin informed members that the annual grant for Lossiemouth Community Council is £1088.55 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 8226 .

The annual grant paid is 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. JM informed the JM (CCLO) that the accounts are completed and are waiting to be independently checked.

5. Appointment of Office Bearers

Chairperson: Mike Mullholand	Proposed: Carolle Ralph Seconded: Maureen Garden
Vice Chairperson: Carolle Ralph	Proposed: Mike Mullholand Seconded: Maureen Garden
Secretary: No appointment	Proposed: Seconded
Treasurer: Tim Stanning	Proposed: Maureen Garden Seconded: Carolle Ralph
Planning Contact: Tim Stanning	Proposed: Mile Mullholand Seconded: Carolle Ralph

CR has agreed to be acting secretary in the interim until a secretary has been appointed. Members agreed to an advertising campaign to look for a secretary. JM (CCLO) to design posters.

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. AOC

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

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.