

DRAFT Minute of inaugural Meeting Innes Community Council

Date: Tuesday, 04 November 2025

Time: 7.00 pm

Venue: Meeting room, Lhanbryde Community Centre

Chair: Debra Duke Community Council Liaison officer (CCLO)

Attendees:

Community Councillors: Sandy Anderson, Toby Christie, Alan Bodman, Crinan Dunbar, Peter Fitch, Chris Perkins, James Mackie, David Mackay, Angus Fettes

Nigel Sanderson (Speymouth West Resilience Group)

Kenny Henderson

Apologies:

1. Welcome, and Introductions

Debra Duke CCLO welcomed all to the meeting and congratulated members on being elected as Community Councillors to serve their communities.

2. Apologies for Absence

None

3. Declaration of Interests

None

4. Induction Presentation

The 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 have been emailed a copy of the Scheme of Establishment, Model Constitution and the Code of Conduct. Members were advised the Community Council 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.

5. Election of Office Bearers

It was proposed and seconded that the office holders from the previous Community Council be nominated. There were no objections to this. Office holders would be reviewed in 6 months if required.

Role	Proposer	Seconded
Chairperson Toby Christie	Jim Mackie	Peter Fitch
Vice Chairperson Sandy Anderson	Jim Mackie	Peter Fitch
Secretary David Mackay	Jim Mackie	Peter Fitch
Treasurer Crinan Dunbar	Jim Mackie	Peter Fitch
Planning Contact		

6. Adoption of Constitution

Members were advised that the Community Council constitution should be signed and mailed to the Deputy Returning Officer as soon as possible at Deputy Returning Officer, Moray Council Headquarters, High Street, Elgin, IV30 1BX.

The CCLO advised members to bring their copy of Constitutional documents to meetings for reference, particularly the Standing Orders.

The constitution was signed at the meeting.

7. Agreement of Meeting Schedule

It was agreed to continue with meetings on the first Tuesday of the month at 7:30pm. Venues for the meetings would change every 3 to 4 meetings. Meeting venues are: Lhanbryde Community Centre, Urquhart Village hall, Kingston and Garmouth Golf Club.

Meetings were not normally held in January or July.

8. Banking Arrangements

No changes were required as the office holders are signatories.

9. Confirmation of Annual Grant

The CCLO informed members that the annual grant for Innes is £898.39 for the period April 2025/2026.

The grant is calculated at £500 plus 0.0725 pence per head of population, the population for the area is 5495 .

The annual grant paid is distributed in two parts, April and October; the second grant payment for the period 20225/26 will be paid on receipt of examined annual accounts. These should be submitted as soon as possible.

10. Communication and Engagement

Members were keen to look at establishing a Facebook page and linking with other local pages. It would be useful to adopt a social media policy.

11. Co-option

Kenny Henderson had been a member of the previous community council. He had not been able to return his nomination form by the deadline.

The scheme required that any proposed co-option is intimated to all at least 14 days prior to the meeting. It was agreed unanimously to waive the 14 days' notice as specified in clause 9.2.3 of the Moray Scheme for the Establishment of Community Councils 2025-2029.

Nigel Sanderson as the Speymouth West Resilience Group representative was confirmed as an associate member of Innes Community Council.

RESOLVED:

- Kenny Henderson was co-opted as a member of Innes Community Council.
- Nigel Sanderson was confirmed as an Associate member of Innes Community Council.

12. Business from previous meetings

The CCLO closed the inaugural meeting and handed the meeting over to the new chair to start Community Council business.

13. Date of next meeting

Due to availability of members the next meeting would be held on 9 December 2025.