



KINGUSSIE AND VICINITY COMMUNITY COUNCIL

MINUTES OF THE INAUGURAL MEETING OF THE NEW COUNCIL
HELD ON TUESDAY 1st DECEMBER 2015 IN TALLA NAN RÒS

Present: Ms L Cowie (Highland Council Ward Manager), Mr D Fallows (Highland Councillor)
Community Councillors: Mrs M Brown, Mrs F Dallas, Mrs V Emmett, Mrs I Malcolm, Mrs J Morse, Mrs S Rowley, Mrs A Schofield, Mr J Taylor.

Apologies: None.

1. Scheme of Establishment for Community Councils in Highland

Ms Cowie in the chair.

Ms Cowie provided copies of the documents to each councillor and then took the councillors through the different sections of the scheme, expanding on and explaining different sections: code of conduct, constitution, standing orders.

- (i) **All meetings are recorded in minutes.** Draft minutes should be circulated to the councillors within 14 days of a meeting, amended as necessary and latterly agreed by the whole Council. The minutes are not finalised until they have been agreed by all members. Until that point their contents should not be made public. Copies of the draft minutes should also be provided to the Ward Manager as the liaison officer and to the nominated elected member, who attends meetings on an ex-officio basis.
- (ii) **The agenda for meetings** should be distributed 7 days prior to a meeting and be made public at this point.
- (iii) The Council should abide by **equal opportunities legislation** and promote equality. Ms Cowie suggested the Council might follow the example of some other Councils and invite senior pupil representatives from the High School to join the Council or attend meetings and have opportunities to express their views where appropriate.
- (iv) **Vacancies on the Council:** Ms Cowie explained that should a vacancy for a Councillor arise, it is not necessary to fill that vacancy by co-option. Co-opted councillors can vote on resolutions, but not on the co-option of further councillors. The Council can also appoint associated members for specific projects, with a specified time limit for service if required. Associates have no voting rights. She suggested it is good practice to review the requirements for associate members.
In response to a suggestion from Mrs Malcolm that the Council might undertake a skills audit of councillors to identify strengths and weaknesses, Ms Cowie commented that if such an exercise was considered, this would need to be handled carefully since all councillors have put themselves forward to serve their communities.
- (v) **The AGM** should be held before the end of June each year, and the agenda and draft minutes circulated as in (i) above.
- (vi) **Community Council Grant.** Ms Cowie commented on the use of these funds by the Council, stressing they are provided for the running of the Council and that councillors should be cautious about making any grants or donations unless the source of the funding for these activities has been clearly accrued outwith the grant from Highland Council. Insurance cover is

provided by the Highland Council and the annual fee is deducted before the grant is sent to the Community Council.

- (vii) **Planning:** Ms Cowie commented that when planning matters and applications are discussed, councillors should remember to make a declaration of interest if need be and withdraw from any discussion about such applications.
- (viii) Councillors can discuss sensitive matters in private session, requesting any member of the public present to withdraw if they wish to hold such a discussion.
- (ix) Finally Ms Cowie commented that new guidance will be forthcoming on “recordings”. Nobody should make any recording (video or sound) without first seeking and being granted permission by the councillors to be able to do so. She anticipates this guidance will be produced early in 2016.

Ms Cowie congratulated everyone on becoming a Community Councillor and then handed over to Mr Fallows.

2. Election of Officers

Mr Fallows took the chair and invited nominations for the officer posts.

Post	Nomination	Proposer	Seconder	Outcome
Chairperson	Mrs Schofield	Mrs Emmett	Mrs Rowley	Agreed, elected
Secretary	Mrs Emmett	Mr Taylor	Mrs Malcolm	ditto
Treasurer	Mr Taylor	Mrs Brown	Mrs Schofield	ditto
Vice- chairperson	Mr Taylor	Mrs Schofield	Mrs Malcolm	ditto

Councillors thanked Ms Cowie for her important contribution and guidance.

At this point Ms Cowie left the meeting after suggesting that the Council might wish to hold their follow-on meeting immediately based on the generic agenda she had provided. This was agreed.

3. KVCC Business Meeting

Mrs Schofield took the chair and welcomed everyone to this part of the meeting.

(i) Minutes of the previous meeting held on 3rd November 2015

Two amendments were requested and made:

Correction of name - One of the visitors to the meeting was Mr Mark Kelly not Mr Wright;

Mr Taylor requested inclusion of the balance in the KVCC funds - £4194.04 in the monthly financial statement.

The amendments were duly made; the corrected minutes were agreed and then signed by Mrs Schofield.

(ii) Matters Arising

Use of Social Media (Facebook): Mrs Malcolm commented that she has set up a Facebook page for the Council. A discussion followed about monitoring entries. Mrs Schofield, Mrs Rowley and Mrs Morse agreed to act as administrators/moderators. Mrs Malcolm undertook to send them each a link to the KVCC page.

(iii) Monthly Financial Statement.

Mr Taylor presented his financial statement to the period ending 30 November 2015 (copy appended)

A discussion followed about the Station Adopter's Fund held in the KVCC accounts. Mr Taylor and Mrs Schofield explained its origins and purpose for the benefit of the new councillors. Mrs Schofield also spoke about the Highland Mainline Community Rail Partnership, she is the Kingussie representative and its secretary.

(iv) Planning Matters

Mrs Schofield reported no recent planning applications required a response. An application to extend the biomass store at the Duke of Gordon Hotel did not require a comment.

Mrs Schofield explained the process of dealing with planning applications, which can be time consuming. During the previous Council two members had taken responsibility for processing applications and preparing draft responses for consideration by the whole Council. She suggested that another councillor joined her in dealing with applications to ensure they are processed fairly, efficiently and thoroughly. Mrs Rowley offered to join Mrs Schofield to form a planning sub-committee and this was agreed.

(v) AOCB

- a) **A9 Dualling:** Mrs Emmett reported an offer from the Fairhurst's team to come to a Council meeting to report back on the recent public consultation meetings about the proposed A9 dualling from Crubenmore to Kincaig. After discussion Mrs Emmett undertook to contact Ms Carron Tobin of Fairhurst to offer a meeting on 5th January or 2nd February.
- b) **Kingussie Festivals:** Mrs Rowley and Mrs Malcolm reported proposed changes to the June Festival. The Bikefest will now run over the whole weekend in June. The team that has run the successful "Bikeathon" to raise funds for Leukaemia Research for 23 years plans to retire. Discussions are taking place with Mr Paul Cogan to replace this event with a new sponsored event in aid of the Chest, Heart and Stroke charity. Discussions are also taking place in the hope that the Corrieyairack Challenge cycle event might also take place in 2017 to coincide with the Bikefest weekend and terminate in Kingussie.

Mrs Brown reported that Mr Gareth Talbot, the archaeologist working with the Fairhurst team, is willing to share the findings of their surveys with the community. It was suggested this might best be done as an event for the wider public during the Heritage festival in April. Mrs Brown commented that she had attended a Heritage event in Pitlochry and spoken about the Oral History Project at a recent Cairngorms Leader Action Group meeting. She was pleased to learn that the way the project was conducted is regarded as an example of good practice.

- c) **Parking on the High Street:** Mrs Morse raised the problems of the poor road markings along the High Street leading to much inconsiderate parking by motorists and resulting in congestion. Mrs Schofield explained since the High Street is part of the A86 trunk road, responsibility for road markings lies with BEAR and not with the Highland Council. KVCC has raised the problems with BEAR on several occasions to no avail.

Mrs Schofield undertook to contact them again.

- (d) **Local Matters:** Mr Taylor reported that two street lights along the High Street are not working. Mrs Brown commented that the Town Clock has stopped.

Mrs Emmett undertook to report these matters to Ms MacArthur (Highland Council) and ask her to report the problems to the correct departments for action.

Mrs Malcolm commented that a local group is organising collections of clothing for Syrian refugees and asked if anyone knew of a storage space. Mrs Dallas suggested they contact Mr Reid Evans.

(vi) Representatives on Outside Groups.

A list of the community organisations and groups on which Councillors are invited to serve as representatives or observers had been circulated in advance. In discussions councillors offered themselves for these “posts” and the list was finalised. (Attached separately)

The meeting finished at 2130 hours.

Date of Meeting: to be finalised on receipt of a response from the A9 dualling team –
Alternative dates: 5th January or 2nd February 2016.

Treasurer’s Monthly Financial Report to the end of November 2015

Balances

KVCC £4661.22

Payments

Station Adopters £50.00

Presentation £57.99

Total £107.99

Project Funds

Station Adopters £535.17

KVCC Funds £4136.05

Total £4661.22