



# Inaugural Aberlemno and District Community Council Meeting Wednesday 5<sup>th</sup> October 2022, 7.00pm Aberlemno Village Hall

	<p><b>In attendance</b> Sandra Livingston (SL), Isabelle Davies (ID), Russell Bruce (RB), Lynn Patch (LP), Jacqui Thornton (JT)</p>	
1	<p><b>Welcome and introductory remarks by the Interim Chairperson</b> Sandra Livingston welcomed everyone to the meeting and outlined the agenda No apologies were received</p>	
2	<p><b>Composition of the Community Council</b> Sandra Livingston ran through the following:</p> <ul style="list-style-type: none"> <li>• Maximum of 8 and minimum of 4 on the Community Council</li> <li>• Maximum of 3 youth members (under16s) in addition to the 8</li> <li>• Co-opted members – live in the Aberlemno Community Council area and are members with voting rights</li> <li>• Associate members – do not need to live in the Aberlemno Community Council area and have no voting rights</li> <li>• Quorum is 3 for voting</li> <li>• Ordinary meetings – a minimum of 6 meetings per annum, members of public to be invited to attend and questions from the floor must be invited</li> <li>• Sandra Livingston confirmed that we should invite the local Councillors to all public meetings ie Chris Beattie, Jill Scott and Gavin Nicol (e mail addresses – <a href="mailto:cllrSURNAME@angus.gov.uk">cllrSURNAME@angus.gov.uk</a>)</li> <li>• Once approved minutes of public meetings must be made available to the public eg through the Aberlemno.org website and must also be e mailed to Lynn ‘Hally’ at Angus Council – <b>Sandra Livingston to provide Lynn’s e mail address</b></li> <li>• Hard copies of The Scheme of Establishment and Code of Conduct were provided</li> <li>• There will be an annual grant allocation of approximately £400 which is to be used only for Community Council admin purposes eg printing, venue hire etc</li> </ul>	
<b>Action</b>	<ul style="list-style-type: none"> <li>• <b>Sandra Livingston to confirm whether this grant allocation can be used towards the cost of the Aberlemno.org website</b></li> </ul>	<b>SL</b>
<b>Action</b>	<ul style="list-style-type: none"> <li>• Constitution – The last Aberlemno Community Council Constitution was an adapted version of the model constitution</li> </ul>	<b>SL</b>
<b>Action</b>	<ul style="list-style-type: none"> <li>• <b>Sandra Livingston to send out a copy of the previous Aberlemno Community Council Constitution</b></li> </ul>	<b>SL</b>
3	<p><b>Appointment of office bearers</b> <u>Chair</u>: Russell Bruce was proposed by Isabelle Davies and seconded by Jacqui Thornton</p> <p>At this point Sandra Livingston handed over to the new Chair to continue the meeting, along with giving Russell Bruce a hard copy of the model Standing Orders</p>	

	<p><u>Secretary</u>: Jacqui Thornton was proposed by Isabelle Davies and seconded by Lynn Patch</p> <p><u>Treasurer</u>: Lynn Patch was proposed by Russell Bruce and seconded by Jacqui Thornton</p> <p><u>Planning Contact</u>: Isabelle Davies was proposed by Russell Bruce and seconded by Lynn Patch</p> <p>There were no immediate thoughts for potential Youth or Associate members</p>	
4	<p><b>Any Other Business</b></p> <p><u>Increasing the numbers</u> Russell Bruce wants to bring the numbers up on the Aberlemno Community Council and to support this we agreed to all informally speak to people over the coming weeks to see if they want to get involved</p> <p><b>Action</b> <b>Isabelle Davies to get a contact from the Federation of Village Halls for someone to contact in Farnell</b></p> <p><b>Action</b> <b>Sandra Livingston to e mail Russell Bruce a copy of the Aberlemno Community Council boundary map</b></p> <p><u>Raising awareness of the Aberlemno Community Council</u> The following potential activities will be discussed further outside of this meeting:</p> <ul style="list-style-type: none"> <li>• A leaflet drop to all properties in our area plus a bag drop at the School</li> <li>• Open day which could include the Community Council, Hall, Church and School</li> <li>• Article in the next Church newsletter</li> <li>• Poster at the Hall</li> <li>• Reinstate the Community Council tab on the Aberlemno.org website</li> <li>• Make use of the Aberlemno Facebook site to announce meeting dates</li> <li>• When the public meetings will take place eg 2<sup>nd</sup> Tuesday of each month type arrangement or agree all dates for next 12 months and publish them</li> </ul> <p><u>Community Council Bank Account</u> Sandra Livingston confirmed that the Community Council is not a charity for the purposes of opening a bank account</p> <p><b>Action</b> <b>Lynn Patch will investigate the terms and conditions of banks we could use for the Community Council bank account</b></p> <p><u>Community Council Contact details</u> Jacqui Thornton to complete the following actions:</p> <ul style="list-style-type: none"> <li>• <b>Set up a generic e mail address that all Community Council members have access to</b></li> <li>• <b>Make a list of the Community Council Member's name, e mail address, phone number and postal address</b></li> <li>• <b>Send above to all Community Council members and to Sandra Livingston</b></li> </ul>	<p><b>ID</b></p> <p><b>SL</b></p> <p><b>LP</b></p> <p><b>JT</b></p>
5	<p><b>Date of next meeting</b> Informal Office Bearers only meeting – Wednesday 12<sup>th</sup> October at 7pm in the Aberlemno Village Hall</p>	