

**~~DRAFT~~ Minutes of the Garve & District Community Council Annual General Meeting
held on Tuesday 5 June 2018 in Garve Village Hall**

Community Council members present: Kenny Maclean (Chairman), Jennifer Haslam (Secretary), Eliza Leslie Melville (Treasurer), Bob Moir, Caroline Gamble and co-opted member Joe Stewart (from 7.05pm).

Also present: Val MacIver (Platform PR), Cllr Dr Ian Cockburn, Tina Hartley & Lucy Beattie (local Development & Engagement Officers) and seven members of the public.

Apologies: Co-opted member Moragh Wylie, Robbie Bain (Ward Manager), Katrina Taylor (HC), Iain Moncrieff (HC) and Martin Macphee (Eneco).

The Chairman opened the meeting at 7.00pm and welcomed everyone. Old minute books dating back to April 1994 were available to view at this meeting.

Declarations of Interest - None. Community Council members confirmed that they had read all documents due to be discussed tonight before the start of this meeting.

Approval of minutes of the last Annual General Meeting held on Tuesday 12 June 2017 in Garve Village Hall were proposed by Bob Moir and seconded by Caroline Gamble.

Co-opted member Joe Stewart joined the meeting at 7.05pm.

Matters arising – none.

Chairman annual report - This report has already sent to Community Council members, sent out via our emailing list and was available at Garve Post Office ... *“This is my tenth Chairman’s report for the Garve & District Community Council and as ever, there has been plenty going on covering a wide range of issues since my last report twelve months ago.*

EDF and Platform PR have continued to be regular attendees of the Community Council meetings. We have very much appreciated the on-site updates and hearing about their community benefit plans. The Education & Training fund will also be a huge help to students of all ages from our area for helping them to finance training or re-training. The Corriemoillie windfarm officially opened on Wednesday 28 June 2017. Work on the main community benefit fund has been slow due to conflicting legal advice but appears to be heading in the right direction now.

Infinergy have visited us on several occasions in the last twelve months to keep us informed of a possible extension to the Lochluichart windfarm. Their open days were attended by 26 people on 3&4 October 2017 and 13 people on Tuesday 3 April 2018. We have also appreciated the updates from Eneco.

A Community Ceilidh was held on Saturday 19 August 2017 which was attended by 58 people of all ages and from all corners of the Community Council area. There are plans for another Community Ceilidh later this year. These Ceilidh’s help to bring the community together in a social, vibrant and enjoyable way, something that was highlighted as a need in the 2016 Community Needs Survey.

The summer months were dominated by establishing The Garve & District Development Company, something the community wanted to see as indicated in the 2016 Community Needs Survey. The inaugural meeting where four Member Directors were elected took place on Wednesday 9 August 2017. The Company has been a separate entity from the Community Council since this date but we have been grateful for the updates provided to us by their Chairman.

Our website - www.community-council.org.uk/garveanddistrict continues to be well used since it was first launched in March 2013, receiving around 150 visitors per month. Minutes from the last three years are available to view or download along with other Community Council documents.

The Community Council has considered one scoping report, twenty-seven consultation documents, three building warrants, six planning applications and one licensing application since the last Annual General Meeting.

Another topic that is a regular one not just over the last twelve months but over many years has been the road network. The various road issues have included speeding and speed zones, the Stromeferry Bypass, roadside fences, landslides, sight lines, the Jetpacker, damaged crash barriers and road surfaces, white lines, the Gorstan Junction, flooding, blocked culverts/offlets and drains, potholes, resurfacing works, grit bins, road sweeping, grass verge cutting, streetlighting, verge reinstatements work and of course gritting. With having a trunk road as well as Highland Council roads in our area, we have a lot of liaising to do with different people and organizations. I’m sure roads will continue to be a regular topic of our discussions. I was very pleased to show Iain Moncrieff from The Highland Council’s roads department around our area on Thursday 7 December 2017. This visit really helped him to see our road issues first hand.

We have also addressed or looked into a number of other issues since our last Annual General Meeting including Postboxes, Information Shelters, Garve bus shelter and the Garve football pitch fence, Joint Community Council meetings, electric vehicle charging points, fly tipping, first aid course (attended by 20 people), Wester Ross Biosphere and SHARP project updates, bench plaques, picnic tables, The Strathpeffer Skiff, The Avenue, Highland Council budget cuts, public toilet changes, blue bins and layby bins, fly tipping, Mobile Bank changes, Dog fouling, roadside memorials along with various Network Rail, SF&RS and SSE issues. The regular Police reports are always welcomed by the Community Council members as are the draft minutes from other Community Councils in the ward. All these documents help us to stay informed.

These issues have been discussed at twelve ordinary meetings held since the last Annual General Meeting. These meetings, which have lasted around twenty-two hours, have been well attended by representatives from different companies, agencies, organisations and the public. The inclusion of pictures in the official minutes also helps to add extra detail. Posters and fliers have been another way that help to keep everyone in the Community Council area up to date with the Community Council's discussions, decisions and our various events we hold throughout the year. My thanks to the various outlets in the Community Council area for helping to spread the word. Their assistance along with our emailing list really helps us to get the information out into the community.

Sadly, The Highland Council decided on Thursday 15 February 2018 to cut the money given to Community Councils to cover their administration costs by around 50%. Nobody saw such a deep cut coming to any of the Community Councils or for it to take effect so soon especially at a time when The Highland Council itself was encouraging "localism". We have had to cut our cloth accordingly.

I would like to thank all the Community Council members for the continuing support they give me and may I thank them on behalf of the community for all the hard work they do as Community Council members. It should always be remembered that Community Council members VOLUNTEER their time to represent their community.

We must thank Jennifer Haslam, who oversees the Secretarial duties. We must also thank Eliza Leslie Melville who, as Madam Treasurer oversees our accounts.

A thank you must go to our Ward Councillors and to Robbie Bain, Ward Manager for their input and advice. We must also thank the Garve and Achnasheen Village Hall committees for being so helpful to the Community Council throughout the year.

Finally, but by no means least, a thank you must go to the people of this community. Although not everybody from the community has ever attended a meeting and listened in to our discussions, we know by speaking to you on our travels and by the number of you who wanted to be on our emailing list that you do read the minutes and that you appreciate and support the work we do. That support really does make all the difference."

Those present had no questions on the Chairman's report.

Treasurers report – The audited accounts for 2017/2018 have, as usual, been available in Garve Post Office and on the Community Council website over the last few weeks. Copies were also available from any Community Council member or at this meeting. The Treasurer noted that £276.00 was left over from the Defibrillator project – this amount will be returned to the LCT. The Treasurer also noted that our maintenance grant from The Highland Council has been cut from around £880.00 to £359.00 after insurance. We will need to cut our cloth accordingly. Those present had no questions on the audited accounts. The audited accounts for 2017/2018 were then formally proposed for adoption by Eliza Leslie Melville and seconded by Kenny Maclean, all agreed. Thanks to our auditor. Accounts will be attached to the minutes of this meeting as usual.

Election of Office Bearers – Jennifer Haslam proposed Eliza Leslie Melville continue as Treasurer. Bob Moir seconded and all agreed. Eliza Leslie Melville proposed Jennifer Haslam continue as Secretary. Joe Stewart seconded and all agreed. Jennifer Haslam proposed that Kenny Maclean continue as Chairman. Eliza Leslie Melville seconded and all agreed. Community Council members also agreed that the Chairman continue to deal with any press enquiries, liaison with other local groups and Community Council website administrator.

Dates of future meetings – Due to our maintenance grant from The Highland Council being cut, some Community Council members have suggested cutting the number of meetings from twelve per year to ten per year. Perhaps a summer and winter break. One less meeting in Achnasheen, one less meeting in Garve. Standing Order 1.2 would need amending accordingly. The dates of future meetings which included reducing the overall number of meetings to ten per year were proposed by Jennifer Haslam and seconded by Joe Stewart, subject to Hall availability. All agreed. Standing Order 1.2 will be amended accordingly.

Any other Annual General Meeting business – none.

Date of the next Annual General Meeting - Tuesday 4 June 2019, 7.00pm, Garve Village Hall.

The Chairman thanked everyone for coming and closed the Annual General Meeting at 7.15pm.

GARVE AND DISTRICT COMMUNITY COUNCIL

ACCOUNTS FOR YEAR ENDED 31 MARCH 2018

GARVE AND DISTRICT COMMUNITY COUNCIL

ACCOUNTS FOR YEAR ENDED 31 MARCH 2018

In accordance with your instructions I have compiled the accounts for Garve and District Community Council from the accounting records and information submitted to me.

**GARVE AND DISTRICT COMMUNITY COUNCIL
RECEIPTS AND PAYMENTS ACCOUNT FOR YEAR ENDED 31 MARCH 2017**

	2018		2017
INCOME			
Highland Council Grant	879.74	879.75	879.75
Donations			
EDF for Produce Show		300.00	300.00
Donations Received	45.00		
Other Income			
LCT Grant for Development Group	250.00		
LCT Grant for Ceilidh	774.50		
Raffle from Ceilidh	115.00		
Bottle Stall at Ceilidh	191.00		
Garden Produce Show		243.00	
LCT for Community Needs Survey		5,855.00	
Transfer from Garve News & Views		991.07	
Income from Community Ceilidh		132.00	
LCT for Provision of Defibrillators		13,020.00	20,241.07
TOTAL INCOME	<u>2,255.24</u>		<u>21,420.82</u>
EXPENDITURE			
Highland Council PL Insurance	84.70	84.32	
Secretary's Fees	400.00	400.00	
Meetings Expenses - Halls etc	324.00	299.00	
Admin Costs - Postages, Ink, Data Protection	353.68	310.72	
Accountant Fees	120.00	100.00	
Chairman's Expenses, Notice Boards, Ink, Fuel	177.11	60.00	1,254.04
Community Events Costs			
Community Needs Survey		3,851.47	
Refund to LCT for Community Needs Survey		1,968.53	
Produce Show		198.82	
Garve & District Development Group	250.00		
Lucky to be Here Donation	115.00		
Community Ceilidh	710.51	875.88	
Provision of Benches	635.75	983.00	
Defibrillators and Installation	12,700.00		7,877.70
TOTAL EXPENDITURE	<u>15,870.75</u>		<u>9,131.74</u>
Surplus/Deficit for Year	<u>- 13,615.51</u>		<u>12,289.08</u>
Balance B/fwd 2016/17	14,967.63		2,678.55
Balance at Bank at 31/03/18	<u>1,352.12</u>		<u>14,967.63</u>

Garve & District Community Council
Year ended 31 March 2018

Breakdown of Sub- Accounts for 2017-2018 for Communities Information

Community Ceilidh Fund b/fwd

Add Income - Community Ceilidh Grant from LCT		<u>774.50</u>
		774.50
Less Expenses - Band	400.00	
Fliers, Crisps, Sweets	34.49	
Catering	276.50	
Hire of Hall	44.00	
Refund to LCT	19.51	
	<u>774.50</u>	774.50

Balance of Community Ceilidh Fund at 31/03/18

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Treasurers Account/Admin Fund b/fwd	-	26.00
Deficit transfer from Community Fund		26.00
Add Income - Highland Council Grant		879.74
LCT for Development Group		250.00
LCT for Community Ceilidh		774.50
Raffle from Ceilidh		115.00
Bottle Stall at Ceilidh		191.00
Donations - 1 x£20, 1 x £25		45.00
		<u>2,255.24</u>
Less Expenses		
Public Liability Insurance	84.70	
Secretary's Fees	400.00	
Meeting Expenses - Halls	220.00	
Administration Costs	278.06	
Accountancy Fees	120.00	
Transfer from Bottle Stall to Community Fund	191.00	
Transfer to Development Group	250.00	
Transfer to Community Ceilidh Ceilidh Fund	774.50	
Transfer Donations to Community Fund	45.00	
Donation to Lucky to be Here from Ceilidh Raffle	115.00	
		<u>2,478.26</u>
Balance of Treasurers Account at 31/03/18	-	<u>223.02</u>

Garve & District Community Council
Year ended 31 March 2018

Breakdown of Sub- Accounts for 2017-2018 for Communities Information

Community Fund b/fwd		1,908.63
Add Income -		
Transfer of Donations Received		45.00
From Treasurers Account - Bottle Stall at Community Ceilidh		191.00
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		2,144.63
Less Expenses		
Transfer to Bench Fund to clear deficit	783.00	
Transfer to Ceilidh Fund to clear deficit	52.11	
Transfer to Treasurers Account to clear deficit	26.00	
John Grant - Building & Fitting benches	576.00	
Plaques supplied for benches	59.75	
Notice Board at Achnasheen	47.65	
Hall Rent First Aid Course	16.00	
Teas & Ink Cartridges for Printing	29.48	1,589.99
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Balance of Community Fund at 31/03/18		554.64
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Garve & District Community Council		
Year ended 31 March 2018		
Community Newsletter Account		
Balance b/fwd		900.11
Less Expenses - Ink Cartridges	75.59	
Fuel for Delivery Charges	80.02	155.61
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Balance of Community Newsletter Account at 31/03/18		744.50
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Defibrillator Fund		
LCT - Provision of Defibrillators for the Community		13,020.00
Less Expenses		
Lucky to be Here Defibrillators	10,000.00	
Fraser MacKenzie - Fitting Defibrillators as requested	2,700.00	
Hall Rents for Training on Defibrillators	44.00	12,744.00
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Balance of Defibrillator Fund at 31/03/18		276.00
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**Garve & District Community Council
Year ended 31 March 2018**

Breakdown of Sub- Accounts for 2017-18

Balance of Community Fund at 31/03/18	554.64
Community Ceilidh Fund at 31/03/18	-
Treasurer's Account/Admin Fund at 31/03/18	- 228.02
Community Newsletter Account as at 31/03/18	744.50
Defibrillator Fund as at 31/03/18	276.00
Balance at Bank as Accounts at 31/03/18	<u>1,352.12</u>

Garve & District Community Council
Year ended 31 March 2018

BANK RECONCILIATION

Balance at Bank as per Bank Statement - 31 March, 2018 1,372.12

Less Cheques issued by not cashed

 Garve Hall cheque No. 020428 20.00

Balance at Bank as per Accounts at 31 March, 2018 1,352.12

GARVE & DISTRICT COMMUNITY COUNCIL **MEETINGS IN 2018/2019**

(Ordinary meetings are usually held on the first Tuesday of every month unless stated otherwise)

Tuesday 5 June 2018, **AGM** followed by an ordinary meeting, 7.00pm, Garve Village Hall. Old minute books will be available to view.

July 2018 – no meeting

Tuesday 7 August 2018, 7.00pm, Garve Village Hall

Tuesday 4 September 2018, 7.00pm, Achnasheen Village Hall

Tuesday 2 October 2018, 7.00pm, Garve Village Hall

Tuesday 6 November 2018, 7.00pm, Garve Village Hall

Tuesday 4 December 2018, 7.00pm, Garve Village Hall

January 2019 – no meeting

Tuesday 5 February 2019, 7.00pm, Garve Village Hall

Tuesday 5 March 2019, 7.00pm, Garve Village Hall

Tuesday 2 April 2019. 7.00pm, Garve Village Hall

Tuesday 7 May 2019, 7.00pm, Achnasheen Village Hall

Tuesday 4 June 2019, **AGM** followed by an ordinary meeting, 7.00pm, Garve Village Hall. Old minute books will be available to view.

Members of the public are very welcome to attend
Community Council meetings and take part in the
discussions under the guidance of the Chairman.

www.community-council.org.uk/garveanddistrict
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