



CROMARTY AND DISTRICT COMMUNITY COUNCIL

Minutes of AGM meeting held on Monday 29th June 2015
in the Hugh Miller Institute

**AGM MINUTES
ADOPTED
27.6.2016**

Present

Community Councillors: Gabriele Pearson (GP) Secretary, Vivienne Plampton(VP), Treasurer (VP), Diane Brawn (DB), Andrew Hulse (AH)

Youth Representative: -

Highland Councillors: -

Police Scotland: -

Member(s) of the public: -

Community Council Minute Secretary: Gillian McNaught (GM)

1	<p><u>Chairman's Welcome</u> VP stood in as Chair and welcomed everyone to the meeting.</p> <p>Apologies: Estelle Quick (EQ)</p>	
2	<p><u>Approval of previous AGM Minutes, 30th June 2014</u></p> <p>Approved by GP and seconded by DB.</p>	
3	<p><u>Matter Arising from 30th June 2014 AGM Minutes</u></p> <p>No matters arising</p>	
4	<p><u>Chair's Report</u></p> <p>GM presented the 2015 Chair's report. Appendix (A)</p>	
5	<p><u>Treasurer's Report</u></p> <p>VP presented her annual report (Appendix B). Members were asked to adopt the audited accounts which are in a format approved by Highland Council. Agreed. (Appendix C).</p> <p>Members gave a vote of thanks to Jacquie Ross, who has taken on the role of C&DCC accounts auditor over the last few years, but is unable to offer herself for reappointment again this year.</p> <p>Members agreed to look at the appointment of auditor after the C&DCC elections in November.</p>	All

6	<p><u>Election of Office Bearers</u></p> <p>Jeremy Price (Chair) had tendered his resignation as Chair and C&DCC Member with immediate effect on 21 June 2015. Vivienne Plampton (Treasurer) was not offering herself for re-election and Gabriele Pearson (Secretary) was asked to stand down for the purposes of the election process.</p> <p>AH took the Chair for nominations and the following officers were elected:</p> <p>Secretary: Gabriele Pearson. Nominated by AH, seconded by VP.</p> <p>Treasurer: Estelle Quick. Nominated by VP, seconded by GP.</p> <p>Chair: After discussion, it was agreed to have a rotating Chair until the elections in mid November. Vivienne Plampton will take on the position of Chair until the 27th July 2015 and Diane Brawn will take the Chair from 27th July 2015.</p> <p>Thanks were extended to Jeremy Price for his energy and commitment as Chair of the C&DCC and all members wished him well for the future. VP thanked everyone present and took back the Chairing of the meeting.</p>	DB
7	<p><u>Set Meeting Dates</u></p> <p>It was agreed that meetings would take place on the last Monday of each month, except for August and December when there would be no meeting. The dates for this year are as follows:</p> <p>27th July 2015 28th September 2015 26th October 2015 30th November 2015 Date of next AGM Monday 27th June 2016</p>	
8	<p><u>AOCB-</u></p>	
	<p>VP thanked everyone for attending and for their input.</p>	

Summary of Action Points from the meeting

Reference	To whom allocated	Notes
5	All members	Appointment of C&DCC Auditor after Elections
6	Vivienne	Take on role of Chair until 27th July
6	Diane	Take on role of Chair from 27 July

Cromarty and District Community Council

Annual General Meeting

June 29th, 2015

‘Chair’s report’

I’m writing this with a certain amount of sadness following my decision to step down from the council recently, so in a sense this is a look back and a heads up to whoever takes the helm following this meeting and the elections later in the year.

I can say with all honesty that I did not expect such an eventful year when I took the chair a year ago! Having taken the minutes for a few years, I had an insight into the workings of the council, but could not have anticipated the fairly major issues that have arisen in just a few months.

The town itself has become more vibrant as more businesses have opened; there has been a slight change in the use of the Old Brewery as the Cromarty Arts Trust has taken it over following the expiration of the lease; new residents have moved to the town, some of whom are coming forward to assist with local projects; there is a new structure and energy to the residents’ association.

The council itself has run at one member under establishment all year. It would be good to gain an extra councilor and with the elections coming up at the end of the year, it is an opportunity to do this.

Cromarty has undoubtedly suffered since Bobby retired from his post as the town warden. Although Highland Council gives the town 2 hours a day in resources, it just doesn’t do in terms of the need here. A great example of community spirit is the resurrection of the gritter and snow plough that Bobby used to run and a small group of volunteers have taken over the responsibility to run the machine in the winter months.

There is an opportunity for CDCC to use the Challenge Funding to employ a town officer directly through a SCIO – a Scottish Charitable Incorporated Organisation – that could also take on a number of other practical roles locally. It’s been difficult to get volunteers to come forward as trustees for this, but it’s something for the council to continue to try and set up.

The three biggest issues over the past year have been firstly the flat-worm contaminated soil from the school being dumped at the rear of Townlands Park, something that is still awaiting a final resolution.

Second, the closure of the Links to motorhomes and vehicles because of Highland Council wanting to enforce the law in relation to licensing has energized a number of local people both for and against the situation. The numbers of vehicles on the area last year had grown out of all proportion and the loss of amenity for locals and visitors alike coupled with the complaints of the area being

used as a toilet or dumping ground for waste had triggered the decision by the Highland Council officer. It remains to be seen if a compromise can be reached.

Third, the loss of the Cromarty/Nigg ferry has caused much consternation both here in the town and over the firth in the other areas affected. Again, a sub-committee is working extremely hard to support the process of retendering and both the Harbour Trust and previous operator to see if the difficulties can be resolved.

I think the importance of these last two issues being resolved before the next season cannot be understated. The impact on the businesses in the town could be great and, after some years of growth, could reverse this trend – something nobody wants to happen with a growing and much more vibrant business and tourist sector.

In no particular order, there were other outstanding matters on my ‘to-do’ list which I sincerely hope can be carried on in the future: the 30/30 project to get 30 volunteers to tackle local things for 30 minutes and meet every 30 days to see what can be done; a continuing fight against those irresponsible dog owners who refuse to clear up after their dogs; an improvement in shore defences; a return of the gala and the Nigg/Cromarty swim to the town; closer links between the council and the residents’ association; the establishment of the SCIO to take local issues forward through the funding streams available; a resolution of parking issues around the town if the Links remains closed in the summer months.

In the near future, I’d point out that the HMS Natal anniversary event takes place on 30th September and urge everyone to turn out to watch the proceedings and pay their respect for the many who died that day a hundred years ago.

In concluding, I would like to thank all council members for their efforts and achievements in the past year, to thank David and Craig for their enormous efforts and support on behalf of the entire community through the offices of the Highland Council and also to particularly thank Gillian for taking on the mantle of minute secretary – no easy task as I know from experience! I wish everybody all the very best for the future and ask that you keep my seat warm for when I feel able to return!

It would be utterly remiss of me not to take a few moments of your time to ask for a vote of thanks for Vivienne who is standing down as Treasurer after this meeting and the council at the next election. For many years, Vivienne (and let us not forget her husband Alan) has been a stalwart of the council – enormously hard-working, fiercely loyal and a font of knowledge. She has been meticulous in her accounting practices and both Vivienne and Alan have been the mainstays of the Victoria Hall which would not be in the healthy position it is today had it not been for their tireless and voluntary efforts, over and above what would reasonably be expected of anyone. To Vivienne and also to Alan I give heartfelt thanks and very best wishes for their ‘retirement’!

Jeremy Price

Appendix B

Agenda item 5

CROMARTY & DISTRICT COMMUNITY COUNCIL
ANNUAL GENERAL MEETING held on 29th June 2015
AGENDA ITEM 6 - TREASURER'S REPORT
Including the Audited Accounts for the Year ended 31st March 2015

Attached are the Audited Accounts for the year ended 31st March 2015, which include the following -

Audit Certificate from the Auditor, J. A. Ross, dated 31st May 2015
Consolidated Income & Expenditure Account and Balance Sheet
Detailed Community Council Income & Expenditure Account
Detailed Victoria Hall Income & Expenditure Account

Points to note -

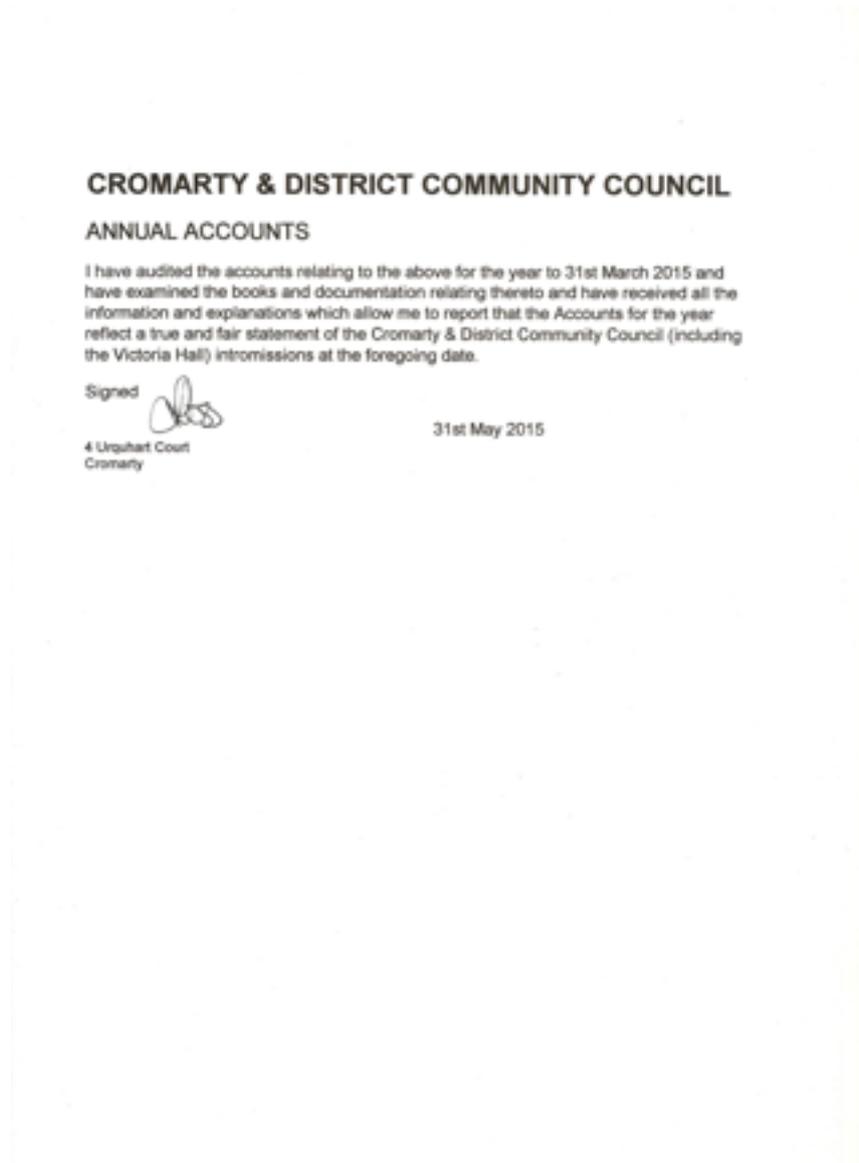
1. These accounts have been presented in the same format as was used for the last three years.
2. As before most of the C&DCC funds are restricted to specific areas of activity. The Homes & Heritage Project Fund and Sub-Committee have now been closed. The Lonna's Lights Fund has been renamed as the Community Christmas Fund, in accordance with the Members' decision.
3. This continued accurate accounting treatment has helped to highlight the Council's limited revenue resources. This year's revenue deficit of £108.46 is mainly as a result of the cost of replacing the Community Notice Board Covers, but members should be aware that, as at 31st March 2015, the C&DCC only had £1,254.99 (2011 - £2,919.60) available reserves for future general activities. The Publications Reprinting Fund has been increased to a level that is adequate for replacement of the Cromarty Guide Book only.
4. No new Funds have been established during the year.
5. The Victoria Hall has had another promising year under VHMC management, whose priority is to make sure that its financial viability is maintained without recourse to handouts from public funding subsidy. The Victoria Hall Management Committee continues working towards providing our Community with an essential resource in Cromarty. Finances are sound but there is no room for complacency as there are limited reserves available to fund activities that do not pay for themselves. The Victoria Hall Fund represents reserves that will be used to pay for any future Hall refurbishment, not covered by the freeholder under our Licence to Occupy Agreement, which is hopefully being renewed until 2022. Members will see that the costs of the successful floor resurfacing and the Hall & Kitchen redecoration are shown under Repairs & Maintenance. This improvement is continuing to fund itself with increased income from lettings to users who are appreciating the Hall's refreshed look. Further improvements are planned in 2015/16 when the VHMC expects to re-invest substantial funds in refurbishing the electrics and stage facilities.
6. The Victoria Hall also includes the amazing Youth Cafe facility, which is much admired all over the Black Isle as well as further afield. With the continued help of the Middleton Trust funding, the Youth Cafe has been able to secure its future at the Hall until 2018. In addition this funding has successfully provides the

services of an Assistant Youth Worker who gives 15 hours per week of support for the young people of Cromarty. This member of staff is directly employed by the C&DCC in its role of managing and supporting the Youth Cafe. They have also managed to continue attracting funding in challenging economic times with the majority of their Fund being committed to providing a summer programme of activities for local young folk as well as other imaginative projects all year round.

Unless there are any further questions regarding these audited accounts, I would ask Members to approve their adoption. I would also ask Members to give a vote of thanks to the auditor Jacquie Ross who unfortunately is unable to offer herself for re-appointment. Members need to find a replacement but this decision could be left until after the Community Council elections in November.

Vivienne Plampton, Treasurer

Appendix C
Agenda item 5



CROMARTY and DISTRICT COMMUNITY COUNCIL

Balance Sheet

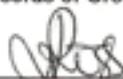
As at 31st March 2015

<u>31 March 2014</u>		<u>31 March 2015</u>
£		£
	ASSETS	
	Current Assets	
	Other Current Assets	
10.00	Council Accounts Receivable	247.40
<u>2,620.00</u>	Victoria Hall Accounts Receivable	<u>220.00</u>
<u>2,630.00</u>	Total Other Current Assets	467.40
	Cash at Bank and in hand	
8,127.14	Council BoS Current Account	10,107.03
91.60	Council Petty Cash	38.09
10,337.15	Hall BoS Current Account	11,519.98
133.93	Hall Petty Cash	36.74
<u>13,458.96</u>	Youth Work BoS Current Account	<u>13,603.74</u>
<u>32,148.78</u>	Total Cash at bank and in hand	35,305.58
£ 34,778.78	Total Current Assets	£ 35,772.98
	LIABILITIES	
	Current Liabilities	
125.00	Council Accounts Payable	0.00
<u>1,851.49</u>	Victoria Hall Accounts Payable/Advance Rental	<u>1,813.47</u>
£ 1,776.49	Total Current Liabilities	£ 1,813.47
£ 33,002.29	Total Current Assets less Current Liabilities	£ 33,959.51
	Represented by -	
	Capital and Reserves	
1,618.38	Council Accumulated Fund	1,363.45
<u>(254.93)</u>	Surplus/(Deficit) for the Year	<u>(108.46)</u>
1,363.45		1,254.99
820.13	Seaplane Plinth Fund	820.13
742.84	Bonfire Night Fund	1,685.52
945.74	Splash & Dash Fund	739.72
0.00	Homes & Heritage Project Fund	0.00
179.64	Community Christmas Fund (prev Lonna's Lights Fund)	9.53
2,804.89	Gala Day Fund	4,399.33
529.55	Monday Club Fund	360.80
717.50	Publications Reprinting Fund	1,122.50
	Victoria Hall Fund	11,439.59
	Surplus/(Deficit) for the Year	<u>(1,476.34)</u>
11,439.59		9,963.25
13,458.96	Youth Cafe Projects Fund	13,603.74
£ 33,002.29	Total Capital and Reserves	£ 33,959.51

Independent Examiners Certificate

I hereby certify that the Accounts to the 31st March 2015 are an accurate summary of the underlying books and records of Cromarty & District Community Council.

Signature: _____



Date: 31st May 2015

Print Name J A Ross, 4 Urquhart Court, Cromarty.

CROMARTY and DISTRICT COMMUNITY COUNCIL
Consolidated Income and Expenditure
 (including Victoria Hall)
 For the Year ended 31st March 2015

<u>Year to 31st March 2014</u>		<u>Year to 31st March 2015</u>
<u>£</u>		<u>£</u>
	INCOME	
1,547.37	Total Community Council Income	2,027.87
<u>11,357.45</u>	Total Victoria Hall Income	<u>12,803.80</u>
£ <u>12,904.82</u>	TOTAL CONSOLIDATED INCOME	£ 14,831.67
	EXPENDITURE	
1,384.80	Total Community Council Administration Costs	1,132.33
417.50	Total Council Other Costs	<u>1,004.00</u>
£ <u>1,802.30</u>		£ 2,136.33
<u>11,203.26</u>	Total Victoria Hall Costs	<u>14,280.14</u>
£ <u>11,203.26</u>		£ 14,280.14
£ <u>13,005.56</u>	TOTAL CONSOLIDATED EXPENDITURE	£ <u>16,416.47</u>
£ <u>(100.74)</u>	CONSOLIDATED SURPLUS/(DEFICIT) FOR THE YEAR	£ <u>(1,584.80)</u>
	Analysed by -	
(254.93)	COMMUNITY COUNCIL	(108.48)
154.19	VICTORIA HALL	(1,476.34)
£ <u>(100.74)</u>		£ <u>(1,584.80)</u>

CROMARTY & DISTRICT COMMUNITY COUNCIL
Detailed Income & Expenditure
for Year ended 31st March 2015

<u>Year to 31st March 2014</u>		<u>Year to 31st March 2015</u>
	Income	
0.00	Bank Interest received	0.00
445.50	Publications	926.00
1,101.87	HC Admin Grant	1,101.87
0.00	Other Grants and Donations	0.00
0.00	Miscellaneous Income	0.00
<u>1,547.37</u>	Total Income	<u>2,027.87</u>
	Expenditure	
	Administration costs	
0.00	Election Costs	0.00
125.00	Gardening Mice Costs	0.00
344.05	Insurance	145.92
73.55	Internet costs	24.95
50.23	Miscellaneous	58.00
70.53	Printing, Postage & Stationery	47.48
58.44	Repairs etc	240.98
500.00	Secretarial Services	450.00
130.00	Storage Rental Costs	130.00
35.00	Subscriptions & Fees	35.00
0.00	Venue Hire costs	0.00
<u>1,384.80</u>	Total Administration costs	<u>1,132.33</u>
150.00	Christmas expenses	162.00
0.00	Publications expenses	437.00
267.50	Publications Reprinting Fund Transfer	405.00
0.00	Gifts & Donations	0.00
<u>1,802.30</u>	Total Expenditure	<u>2,136.33</u>
<u>£(254.93)</u>	Surplus/(Deficit) for the Year	<u>£(108.46)</u>

VICTORIA HALL
Detailed Income & Expenditure
for Year ended 31st March 2015

Year to 31st March 2014		Year to 31st March 2015
<u>£</u>		<u>£</u>
	Income	
333.45	Donations & Gifts	100.80
1,000.00	Grants	1,000.00
8,224.00	Hall rental income	9,903.00
0.00	Interest Income	0.00
<u>1,800.00</u>	Office Rental	<u>1,800.00</u>
11,357.45	Total Income	12,803.80
	Expenditure	
	Office Expenditure	
161.00	Professional fees	0.00
0.00	Dues and Subscriptions	0.00
43.94	Printing, Postage & Stationery	87.73
21.33	Sundry Petty Cash	38.85
0.00	Telecom & Internet	0.00
<u>226.27</u>	Total Office Expenditure	<u>126.58</u>
	Premises Expenditure	
1,227.85	Electricity	1,364.00
0.00	Insurance	0.00
2,518.14	Oil	2,516.90
3,888.28	Repairs and Maintenance	6,492.58
221.17	Supplies	210.83
491.25	Water charges	528.00
<u>8,346.69</u>	Total Premises Expenditure	<u>11,112.31</u>
	Staff Costs	
2,630.30	Salaries	3,041.25
<u>2,630.30</u>	Total Staff Costs	<u>3,041.25</u>
11,203.26	Total Expenditure	14,280.14
<u>154.19</u>	Surplus(Deficit) for the Year	(1,476.34)
<u>£154.19</u>	Surplus(Deficit) for the Year	£(1,476.34)