

DRAFT. Biggar Community Council Minutes
Minutes of Biggar Community Council Inaugural Meeting held on 19th November at 7:00pm in the Meeting Room, Biggar Sports Centre.

1 Present: Councillor Ian McAllan (Independent Interim Chair}, Lesley Craise, Gordon Cunningham, Jan Currie, Gil Dunn, Thelma Ingram, Janet Moxley, Peter Rae, Jimmy Ritchie, Laura Shirley, Jerry Sumpster.

Ex Officio Members: SLC Councillor Ian McAllan, SLC Councillor Alex Allison.

In attendance: Former Biggar Community Councillor Ann Harrison and 3 other members of the public.

2 Apologies: None.

Opening Remarks. Chair Councillor Ian McAllan welcomed all to the meeting and thanked the four former members of the previous Community Council who have not sought reelection and the three re-elected members for their previous work on BCC. He welcomed the ten new councillors and invited nominations and seconders for persons for the posts of Chair, Secretary and Treasurer. A Vice Chair could also be appointed if wished by the Community Council. He said training will be given in New Year.

3 Appointment of Chair – Gil Dunn - Proposer Jan Currie, seconder Janet Moxley.

Gil Dunn then assumed the Chair and was congratulated.

4 Appointment of Secretary, Treasurer and any other Office bearers.

Secretary – Jan Currie. Proposer Lesley Craise, seconder Jimmy Ritchie.

Treasurer - Peter Rae. Proposer Jimmy Ritchie, Seconder Gordon Cunningham.

Vice Chair – Thelma Ingram. Proposer Gil Dunn, Seconder Jan Currie.

It was agreed that in future minutes of meetings could be taken by members. Laura, Jerry, Jan, Janet and Thelma offered to be available. This was accepted. This avoids paying for minute taking. A minute for this meeting was taken by the above and checked afterwards so all Community Councillors could participate more fully.

Action LS, JS, JC, JM and TI to co-ordinate.

5 Casual vacancies/Co-options. There are ten councillors which is the maximum allowed.

6 Preparation of Constitution/Adoption of Standing Orders – Code of Conduct

All the community councillors adopted the Constitution, Standing Orders and Code of Conduct.

7 Bank Account - Peter Rae will get forms from the Bank to change signatories. It was agreed there will be three - Chair, Secretary and Treasurer. Two signatures will be required out of the three,

Peter would like four accounts The Incentive Account (started from sale of a mini bus some time ago, donations are paid into it), one for each wind farm, (Clyde 1 and Glenkerie) and one for the Administration Grant. The Chair suggested these might all be managed in one account as long as there were clear records. It was also suggested online facilities might be explored. Monthly statement are received at present.

Actions PR to get bank forms. Signatories to discuss best way forward.

Wreath – The expense of a CC wreath for the Remembrance Sunday service 2018 was agreed.

8 Arrangements for future meetings –

Venue, dates and times – Agreed to continue to meet on on the third Monday of the month at 7pm in the meeting room at Biggar Sports Centre attached to Biggar High School where possible. Suggested timetable for the next twelve months. 10 December, 21 January, 18 February, 18 March, 15 April, 20 May, 17 June, 15 July, 19 August, 16 September, 21 October, 18 November.

Dates of AGMs to be held at 7pm before an ordinary meeting on same night. 10 Dec 2018 and 21 October 2019.

Action timetable of meetings to be sent to SLC Community Council Liaison - JC.

Preparation of Draft Agenda Jan to draw up agenda and circulate draft agenda to members including the ex officio members - SLC councillors, MSPs, MP and MEP and to give notice of AGM. Previous Chair JR, Treasurer PR and previous Secretary Diane Nutt to give their reports and Treasurer PR also unaudited accounts for last year. Police report to be requested for next meeting. **Action.** JC and JS to place advert in Lanark Gazette if possible. Rearrange room, less tables and check capacity, ensure booking asks for room fan to be turned off. AGM Agenda and draft minutes of last AGM to be circulated seven days before the AGM on 10th December and along with the Agenda for the Ordinary Meeting to be held on the same date. The draft minutes for the Inaugural Meeting to be circulated fourteen days after 19th November.

Lanark Gazette AGM Advert – if it can not be placed for free, expenditure of £50 was agreed.

Location of public notices It was agreed that draft minutes, agenda and timetable of meetings should be put on noticeboard/s in High St, Library, Gillespie Centre, Municipal Hall at least.

Action JC and LS

Website and Facebook. ACTION GD is to revive or set up a website. PR to supply password to GD and share admin of Facebook group. More discussion to be allowed on Facebook group.

Action GD and PR

Modes of contacting CC and individual members. Agreed to give contact details to JC, individuals to share what they are comfortable with. The main point of contact will be through the Secretary. It was also advised that where possible any communication should be circulated to all members so than any research could be done before next meeting. CC has not been receiving planning notices, they are statutory consultees. JC to ensure we receive weekly list and circulate to members. CC Planning persons , TI offered to look after buildings and JM environment, to combine when

necessary. Each CC member should be available to be contacted by townsfolk, suggested individual dedicated email, eg gmail account.

Action. All to inform JC what contact details they want publicised. Cllr McAllan offered to contact SLC Planning to ensure notices are sent.

Ways of publicising CC Newsletter, a public meeting in larger venue, renewing contact with schools, groups and organisations., Also links with other CCs when mutual interest eg bus/rail/ planning/NHS/ all service provision. **Action** JM to contact High School.

Approach. It was agreed we would be transparent and accessible.

Interests and Expertise.

Lesley Craise - Care of the Elderly and others. Social Care, Accessibility in Biggar.

Gordon Cunningham - Patients Forum at GP Surgery

Jan Currie – Secretary

Gil Dunn – Chair, publicity and website

Thelma Good – Planning, accessibility and built environment.

Janet Moxley - Planning, Environment, Tweed Forum and Transport.

Peter Rae - Finance and Wind Farm Clyde 1.

Jimmy Ritchie – Bonfire, Amey and Wind Farm Clyde 1.

Jerry Sumpster – Finance and Procedures

Laura Shirley – Communication and notices.

SSE WINDFARMS SSE (Scottish and Southern Energy) grants were discussed. The Clyde Extension wind farm is restricted in the first and current financial year and should be extended to Biggar from April next year. Clyde 1 is administered by SLC. It was agreed GD will contact John Archibald who manages Clyde1 grants to establish if one or both BCC representatives could be changed as JM and TI both expressed an interest in doing this.

Bonfire there was discussion about insurance for the bonfire. JR confirmed that it was covered by the Cornets as SLC insurance was insufficient.

Comments were invited from the floor.

A member of the public commented on the condition of all parking spaces on the High Street, deep ruts with slow to drain puddles, some deep. JR said he had walked down the High Street with Amey's chief engineer and pointed out various defects including the parking spaces early in the year. The Chief Engineer had said things would be remedied. JR was tasked with finding out when work would begin. **Action** JR to report back.

9 Close of Meeting.

The meeting was closed. As sufficient had been discussed in the inaugural meeting the ordinary meeting was not held.

Next Meetings.

The AGM will take place in the meeting room at **Biggar Sport Centre attached to Biggar High School Market Road, Biggar ML12 6AG** on **10 December 2018 at 7pm** followed immediately by the first Ordinary Meeting of the new Biggar Community Council. All are welcome to come to both.

Minute taken by Thelma Ingram, Vice Chair.