

Inaugural Meeting

of the

Bonnyrigg & District

Community Council



15 September 2022

7:00pm 15th September 2022 Lasswade Centre Libary

 Polton Drive

 Bonnyrigg

Agenda

1. [Welcome](#_Toc57314284)
2. Merger of the Bonnyrigg and Lasswade Community Council and Poltonhall and Hopefield Community Council
3. Election of Members
4. Election of Office Bearers
5. Adoption of Documents
6. Details of Finances
7. Details of Next Meeting

**Inaugural General Meeting**

The order of business of the Inaugural General Meeting (IGM) of the Bonnyrigg and District Community Council [BDCC] shall be as follows: -

1. **Welcome**
	1. Midlothian Council’s Community Council Liaison Officer will preside over the meeting and give a welcome and introduction.
	2. The officer will invite the chairs from Bonnyrigg and Lasswade Community Council [BLCC] and Poltonhall and Hopefield Community Council [PHCC] to the top table.
		1. John welcomes everyone and gives a short introduction and announces.
			1. The Merger of the Poltonhall and Hopefield Community Council with Bonnyrigg and Lasswade Community Council
			2. He asks the Office Bearers and Members of Poltonhall and Hopefield Community Council to step down.
		2. Diane welcomes everyone and gives a short introduction and announces.
			1. The Merger of the Bonnyrigg and Lasswade Community Council with Poltonhall and Hopefield Community Council
			2. She asks the Office Bearers and Members of Bonnyrigg and Lasswade Community Council to step down.
2. **Election of Members**

Midlothian Council Liaison Officer to request the election of community councillors’ nomination forms.

* 1. If there are 20 or fewer forms, then the Midlothian Council Liaison Officer shall read out the list of names to the acting minute Secretary.
	2. If there are more than 20 forms, then the Midlothian Council Liaison Officer shall appoint a returning officer and hold a ballot for 20 candidates.

The names of the Appointed / Elected Members of the Bonnyrigg & District CC

1 ………………….………..………………..…… 11 ………….…..………….………………………

2 ………………….……………………………… 12 ………………………….………………………

3 ………………………….……………………… 13 ………………………….………………………

4 ………………….……………………………… 14 ………………………….………………………

5 ………………….……………………………… 15 ………………………….………………………

6 ………………….……………………………… 16 ………………………….………………………

7 ………………….……………………………… 17 ………………….………………………………

8 ………………….……………………………… 18 ………………….………………………………

9 ………………….……………………………… 19 ………………………….………………………

10 ……………….……………………………… 20 ………………………….………………………

1. **Election of Office Bearers**

Chair …………………………………………

Vice Chair …………………………………………

Treasurer …………………………………………

Secretary …………………………………………

Media Officer …………………………….……………

* 1. Chairperson
	2. Vice-Chairperson
	3. Treasurer
	4. Secretary
	5. Media Officer
1. **Adoption of Documents**
	1. Chairperson to take office
		1. Propose the constitution of the Bonnyrigg and District Community Council
			1. Vote on the constitution of the Bonnyrigg and District Community Council
			2. Signing of the constitution document
		2. Propose the standing orders of the Bonnyrigg and District Community Council
			1. Vote on the standing orders of the Bonnyrigg and District Community Council
			2. Signing of the standing orders documents
		3. Invites a proposer and seconder from the Bonnyrigg and Lasswade Community Council for the minutes of the last meeting, and adopts them into the Bonnyrigg and District Community Council records
		4. Invites a proposer and seconder from the Poltonhall and Hopefield Community Council for the minutes of the last meeting, and adopts them into the Bonnyrigg and District Community Council records
2. **Details of Finances**
	1. As the merging of the two Community Councils have left fund within both organisations, at the last meetings of these organisations, it was agreed to
		1. The Poltonhall and Hopefield Community Council to transfer all funds to the Bonnyrigg and Lasswade Community Council account to make available the funds to the Bonnyrigg and District Community Council.
		2. The Bonnyrigg and Lasswade Community Council to change the name of the Bonnyrigg and Lasswade Community Council account to the name of “Bonnyrigg and District Community Council” and to make available these funds to the Bonnyrigg and District Community Council.
	2. The Treasurer shall accept a joint prepared statement from the previous Poltonhall and Hopefield Community Council and Bonnyrigg and Lasswade Community Council Treasurers on the state of the new Bonnyrigg and District Community Council finances
3. **Details of Next AGM Meeting**
	1. Chairperson to declare
		1. the proposed date of the next annual general meeting (one year hence).
		2. Remind members that following this inaugural meeting there will be a short ordinary meeting of the Bonnyrigg and District Community Council.
		3. Remind members that the ordinary meeting of the following month an AGM contains the review of the aims and objectives of the Bonnyrigg and District Community Council.
	2. Chairperson to declare this Inaugural General Meeting closed.