

**DRAFT Minutes of the Garve & District Community Council Annual General Meeting
held on Monday 12 June 2017 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 Moragh Wylie.

Also present: Val MacIver (Platform PR), June Ross (HC), Former Cllr Richard Greene and four members of the public.

Apologies: Co-opted member Joe Stewart, Cllr Dr Ian Cockburn, Former Cllr Audrey Sinclair, Fiona Milligan (Infinergy), Martin Macphee (Eneco), Grant Folley and Andy Russell (EDF), Katrina Taylor (HC), Robbie Bain (Ward Manager) and Jenny MacPherson (Platform PR).

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. This meeting along with the ordinary meeting taking place later this evening was due to have taken place on Tuesday 6 June 2017 but due to a local funeral, Community Council members felt it was better to postpone our meetings until tonight. The Chairman wished to thank Community Council members, Garve Village Hall Committee and invited guests for their understanding of the situation and wished to send our condolences to the family of Jean Murray. The rescheduled meetings were advertised through the normal channels.

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

Approval of minutes of the last Annual General Meeting held on Tuesday 7 June 2016 in Garve Village Hall were proposed by Eliza Leslie Melville and seconded by Bob Moir.

Matters arising – none.

Chairman annual report - *This is my ninth 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.*

Silverbridge toilets closed on 25 May 2016 due to water and sewage problems. I doubt any of us expected the toilets to remain out of order for so long. We were delighted that after our constant campaigning, the facilities opened again on Tuesday 4 April 2017.

Our third Garden Produce Show was held in September 2016 with an excellent turnout on the day. The day raised nearly £350 including sponsorship. This sum has helped towards the purchase of Benches and Picnic Benches for our area.

EDF Energy have continued to be regular attendees of the Community Council meetings. We have very much appreciated the construction and turbine transport updates and hearing about their community benefit plans. The community liaison group, a condition of planning consent, has complimented the Community Council meetings very nicely indeed. It's final meeting took place on Tuesday 25 April 2017. The Education & Training fund will also be a huge help to students of all ages from our area.

Infinergy have visited us on two occasions in the last twelve months to keep us informed of a possible extension to the Lochluichart windfarm. Their updates have been appreciated by all.

Improving Broadband has been a running theme throughout the years and the Community Needs Survey conducted by Aigas Associates over the summer did indicate the strength of feeling in the community towards an improved service. The Community Council has welcomed the work that has been done on the Garve exchange and we hope the improved service can benefit more households soon across all three exchange areas.

The winter months were dominated by the work on the new Community Development Company following the feedback received on this topic in the Community Needs Survey. The survey also indicated people wanted events that brought all ages together and in light of the declining attendance at the over 60's dinners, a Community Ceilidh was held in December 2016 which was well attended by all ages and by people from all corners of the Community Council area. There are plans for another Community Ceilidh later this year.

The winter months also highlighted the flooding issues on the A835 trunk road near Garve. We welcome the work done so far to resolve this issue.

The installing of five Defibrillators across the area and the interest shown in the life support training sessions was a personal highlight to the whole year.

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 documents and notices advertising local events. Our new email address garveanddistrictcc@yahoo.com was launched in April 2017.

The Community Council has considered one screening report, two scoping reports, thirty-six consultation documents, five building warrants, ten 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 improvements to the A890 at Lair and Strome ferry, speeding and speed zones, roadside fences, landslides, sight lines, Jetpacker, damaged crash barriers, white lines, the Gorstan Junction, overgrown bushes and trees, flooding, blocked culverts, potholes, grit bins, grass verge cutting, 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.

We have also addressed a number of other issues since our last Annual General Meeting including bus shelters and bus services, LED streetlighting, wheelie bins and general litter problems, Ross-Shire Voluntary Action's community car scheme, playparks, the ending of the AGNV, Green Energy, proposed hydro schemes in Garbat, Postbox relocation, Core Paths and Public Right of Way's, old Community Council files, Information Shelters, mobile bank services, works around Wades Bridge, proposed removal of phone boxes and proposed changes to the local Polling Stations, the Joint Community Council's meeting held in October 2016 which was attended by thirteen out of eighteen active Community Councils from across the Ward, Highland Council budget cuts and service redesign, Wester Ross biosphere project along with various railway issues.

All the issues have been discussed at eleven ordinary meetings held since the last Annual General Meeting. These meetings, which have lasted around twenty-eight hours, have been well attended by the members of the Community Council, representatives from different companies, agencies, organisations and the public. The inclusion of pictures in the official minutes also adds extra detail.

Our 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 really helps us to get the information out into the community.

I have attended various meetings in the last twelve months and I have kept in touch with all the various local groups. All this has been reported back to Community Council members in Chairman's Comments.

One issue that has become more dominate especially over the last twelve months has been the number of documents only available to view "online". We really do live in a digital world, even at Community Council!

I would like to thank all the Community Council members for the continuing support and help 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 any catering requirements the Community Council may have as well as the Secretarial duties. Caroline Gamble has been on hand with the teapot too! We must also thank Eliza Leslie Melville who, as Madam Treasurer oversees our accounts. We must also thank Sue Tarr for the work she had done over the years and who stepped down last autumn. We welcomed Joe Stewart as a co-opted member in November 2016 and Moragh Wylie as a co-opted member in February 2017.

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, we know by speaking to you on our travels that

you do read the minutes and that you appreciate and support the work we do. That support really does make all the difference.

There were no questions regarding the Chairman's report. The Secretary felt it was a comprehensive report.

Treasurers report – This audited report for 2016/2017 has, 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 and at this meeting. The Treasurer noted that LCT has been very generous to us over the 12-month period granting us £18,875 for the Community Needs Survey and Defibrillators. Community Council members had no questions. One member of the public asked about accountancy fees. It was explained the figure shown was for the previous period. The audited accounts for 2016/2017 were then formally proposed for adoption by Eliza Leslie Melville and seconded by Kenny Maclean. All agreed. We send our thanks to our auditor Ann Macrae.

Election of Office Bearers – Eliza Leslie Melville proposed that Kenny Maclean continue as Chairman. Jennifer Haslam seconded and all agreed. Bob Moir proposed Jennifer Haslam continue as Secretary. Eliza Leslie Melville seconded and all agreed. Kenny Maclean proposed Eliza Leslie Melville continue as Treasurer. Jennifer Haslam 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 – At the last ordinary meeting feedback from the community was requested in light of the declining attendance of public at meetings in Achnasheen over the last two and a half years. The average attendance in Achnasheen has fallen from 3.8 in 2015 to zero so far this year. One person responded who felt that meetings should not be reduced in Achnasheen until the Community Council had demonstrated that the public were welcome to attend and that the public could speak without censure at the meetings. All agendas make it clear that the public are welcome to attend and that they will be given an opportunity to address the Community Council members at the appropriate time. Members of the public present felt it was difficult to interact with the Community Council members during the meeting and perhaps the rules needed relaxing. Richard Greene was aware of other Community Councils who had expressed concerns around public participation rules. It was agreed that members of the public would be allowed more opportunities to comment on issues during the meeting under the guidance of the Chairman and that the Community Council would write to Robbie Bain highlighting the issue. Richard Greene also suggested the topic maybe one to discuss at the next joint Community Council meeting planned in the autumn.

The dates of future meetings which included reducing the number of meetings in Achnasheen to four this year and three from 2018 were proposed by Kenny Maclean and seconded by Jennifer Haslam. All agreed.

Co-opted member Joe Stewart has now missed six consecutive months of meetings. Community Council members agreed we should write to Joe to seek his views on his future attendance before formally reviewing his membership on the Community Council.

Any other Annual General Meeting business – none.

Date of the next Annual General Meeting - Tuesday 5 June 2018, 7.00pm, Garve Village Hall.

The Chairman thanked everyone for coming and closed the Annual General Meeting at 7.55pm.

GARVE AND DISTRICT COMMUNITY COUNCIL

ACCOUNTS FOR YEAR ENDED 31 MARCH 2017

GARVE AND DISTRICT COMMUNITY COUNCIL

ACCOUNTS FOR YEAR ENDED 31 MARCH 2017

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.

ACCOUNTS 2017

31 MARCH 2017

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

	2017		2016	
INCOME				
Highland Council Grant	879.75	879.75	971.87	971.87
Donations				
Total Senior Citizens Dinner Donations			200.00	
Total Garden Produce Show Donations			120.00	
Total Donations Community Fund			470.00	790.00
EDF for Produce Show	300.00	300.00		
Other Income				
Lochluichart Community Trust			1,200.00	
H.I.E. Broadband Survey			274.00	
Garden Produce Show	243.00		190.79	
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		1,664.79
TOTAL INCOME		<u>21,420.82</u>		<u>3,426.66</u>
EXPENDITURE				
Highland Council PL Insurance	84.32		88.74	
Secretary's Fees	400.00		250.00	
Meetings Expenses - Halls etc	299.00		351.00	
Admin Costs - Postages, Ink, etc	310.72		50.25	
Accountant Fees	100.00			
Chairman's Expenses	60.00	1,254.04		739.99
Community Events Costs				
Community Needs Survey	3,851.47			
Refund to LCT for Community Needs Survey	1,968.53			
Produce Show	198.82		119.62	
S. Citizens Christmas Dinner/Tokens/Gifts			1,353.95	
Broadband Survey Costs			274.80	
Community Ceilidh	875.88			
Provision of Benches	983.00			
Provision of Defibrillators for Community		7,877.70		1,748.37
TOTAL EXPENDITURE		<u>9,131.74</u>		<u>2,488.36</u>
Surplus/Deficit for Year		<u>12,289.08</u>		<u>938.30</u>
Balance B/fwd 2015/16		2,678.55		1,740.25
Balance at Bank at 31/03/17		<u>14,967.63</u>		<u>2,678.55</u>

Garve & District Community Council
Year ended 31 March 2017

BANK RECONCILIATION

Balance at Bank as per Bank Statement - 31 March, 2017 15037.63

Less Cheques Issued by not cashed

Companies House - (03/07/17)	40.00	
Achnasheen Hall - (23/03/17)	30.00	70.00
	<u>70.00</u>	

Balance at Bank as per Accounts at 31 March, 2017 14967.63

Garve & District Community Council
Year ended 31 March 2017

Breakdown of Sub- Accounts for 2016-2017 for Communities Information

Senior Citizens Account now Community Ceilidh Fund b/fwd		691.77
Add Income - Community Ceilidh		132.00
		823.77
Less Expenses - Band	400.00	
Table Cloths etc	26.88	
Catering	273.00	
Donation to MacMillan Cancer	132.00	
Hire of Hall	44.00	875.88
Balance of Community Ceilidh Fund at 31/03/17		52.11
Treasurers Account/Admin Fund b/fwd		217.33
Add Income - Highland Council Grant		879.75
		1,097.08
Less Expenses - Public Liability Insurance	84.32	
Secretary's Fees	400.00	
Meeting Expenses - Halls	299.00	
Administration Costs	179.76	
Accountancy Fees	100.00	
Chairman's Expenses	60.00	1,123.08
Balance of Treasurers Account at 31/03/17		26.00
Community Fund b/fwd		1,569.45
Add Income - LCT Community Needs Survey		5,855.00
EDF Donation for Produce Show		300.00
Income from Produce Show		243.00
		7,967.45
Less Expenses - Produce Show - Trophies	60.34	
Shortbread, Ink Cartridges	41.85	
Tea, milk etc for Produce Show	32.63	
Hall charges	64.00	198.82
Companies House - Register Development Company		40.00
Less Payments to - Aigas Associates, Community Needs Survey	1,225.00	
Final payment to Aigas Associates, community Needs Survey	2,626.47	
Community Needs Survey Grant - Balance returned to LCT	1,968.53	5,820.00
Balance of Community Fund at 31/03/17		1,908.63

Garve & District Community Council
Year ended 31 March 2017

Breakdown of Sub- Accounts for 2016-2017 for Communities Information

Garve Bench Account b/fwd	200.00
Purchase of 3 Benches and 2 Picnic Benches	983.00
Balance of Bench Account at 31/03/17	- 783.00

Community Newsletter Account	
No balance b/fwd	
Add Transfer from AGN&V	991.07
Less Expenses - Ink Cartridges	42.98
Fliers for Development Company - Ink Cartridges	47.98
Balance of Community Newsletter Account at 31/03/17	900.11

Defibrillator Fund	
LCT - Provision of Defibrillators for the Community	13,020.00
Balance of Defibrillator Fund at 31/03/17	13,020.00

BANK RECONCILIATION

Community Ceilidh Fund	- 52.11	- 52.11
Treasurer's Account	- 26.00	- 26.00
Community Fund		1,908.63
Bench Account	- 783.00	- 783.00
Community Newsletter Account		900.11
Defibrillator Fund		13,020.00
		15,828.74
Less Overdrawn Accounts	-	861.11
Balance in Bank as at 31 March 2017		14,967.63

Garve & District Community Council
Year ended 31 March 2017

Breakdown of Sub- Accounts for 2016-2017

Balance of Community Fund at 31/03/17		1,908.63
Community Ceilidh Fund at 31/03/17	- 52.11	
Garve Bench Account at 31/03/17	- 783.00	
Treasurer's Account/Admin Fund at 31/03/17	- 26.00	
	- 861.11	861.11
Community Fund as at 31/03/17		1,047.52
Community Newsletter Account as at 31/03/17		900.11
Defibrillator Fund as at 31/03/17		13,020.00
Balance at Bank as Accounts at 31/03/17		14,967.63

Garve & District Community Council
Year ended 31 March 2017

Bank Reconciliation as at 31 March 2017

Balance as per Bank Statement	15,037.63
Less outstanding cheques	70.00
	<hr/>
Balance as per Accounts	<u>14,967.63</u>
Balance per Bank Statement at 31 March 2017	<u><u>14,967.63</u></u>

Garve & District Community Council
Year ended 31 March 2017

Community Ceilidh Fund b/fwd at 31/03/17	-
Garve Bench Account b/fwd at 31/03/17	-
Treasurers Account/Admin Fund b/fwd at 31/03/17	-
Community Fund b/fwd at 31/03/17	1047.52
Community Newsletter Account b/fwd at 31/03/17	900.11
Defibrillator Fund b/fwd at 31/03/17	13,020.00
Balance as per Accounts at 31 March, 2017	<u>14,967.63</u>