

Minutes of the Garve & District Community Council Annual General Meeting held on Tuesday 6 June 2023 via webcam

Community Council members present on webcam: Kenny Maclean (Chairman and acting Secretary), Caroline Gamble (Treasurer), Bob Moir and Sadie-Michaela Harris.

Also present on webcam: Cllr Liz Kraft, Tina Hartley (Community Engagement and Development Officer, TG&DDC) and three members of the public.

Apologies: Jennifer Haslam (Secretary), Community Council member Joe Stewart and co-opted member Hamish Leslie Melville. Apologies were also noted from Craig Conlin & Fiona Milligan (Boralex).

The Chairman opened the meeting at 7.00pm and welcomed everyone to our Annual General Meeting. He reminded members of the public that although our meetings are not public meetings, they were still very welcome to attend Community Council meetings and take part in the discussions under his guidance (see section 12 of the Constitution). Those who cannot attend our meetings can, as always, write to us by post or email with any issues they wish raised.

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

Approval of minutes of the last Annual General Meeting held on Tuesday 7 June 2022 were proposed without amendment by Caroline Gamble and seconded by Sadie-Michaela Harris, unanimously agreed. Minutes will be signed by our Chairman and Treasurer in due course via post.

Matters arising – we note that online banking is now in place and the 14-day rule for proposing amendments has now been in place for a year. Other Community Councils have also introduced the rule.

Chairman annual report - This along with the independently audited financial statement and proposed dates of future meetings have been sent to The Highland Council. These documents were also sent out via our emailing list, by email to Community Council members and were available in Garve Post Office and on the Community Council website. Copies were also available on request.

This is my fifteenth annual 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. A joint online meeting of all the Community Council's in ward five took place on Thursday 29 September 2022 where The Highland Council's road network was discussed. A further meeting took place on Monday 27 March 2023 on the same topic. A third joint meeting was held on Friday 24 March 2023 to discuss SSEN's proposed plans for new pylon lines.

Remembrance Sunday – a service took place at the Garve War Memorial on Sunday 13 November 2022. It was a mild dry day, our Chairman was joined by the Secretary who had travelled especially from Alness to join us along with several other Community Council members, Cllr Kraft, the Lord and Vice Lord Lieutenant and around thirty-five members of the community.

Three joint meetings between TG&DDC, LCT and the Community Council have continued to take place over the last twelve months discussing various issues.

We are most grateful to Boralex whose representatives have attended several of our meetings over the last twelve months to help keep us updated on developments at the Lochluichart Windfarm.

Our website - www.community-council.org.uk/garveanddistrict continues to be well used since it was first launched in March 2013, receiving around 150-200 "hits" per month. All minutes from April 1994 are available to view or download from our website along with other Community Council documents including the members list. Our emailing list continues to grow, just email us at garveanddistrictcc@yahoo.com to be added to the list to receive agendas, minutes and general updates.

We have addressed or looked into a number of issues since our last Annual General Meeting such as digital banking, fly tipping, EVC's, trees, Local Seasonal Access Officers, local energy needs and winter heating payments, schools, Village Halls, fly tipping, various railway issues, Wades Bridge, newsletters, Silverbridge and Achnasheen public toilets, community Wi-Fi, Highland Council response times, community

transport, local surveys, police reports, local path network, future of Garve Hotel, supporting the “On ya Bike” group’s work, windfarm updates, NHS updates, GALE and Mo Dhachaidh, Fire Service recruitment, local train passenger numbers and community transport needs, short term lets, budgets and compensations costs, changes to recycling services, mains water issues, Dingwall Medical Group liaison meetings and identity fraud.

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 white lines, drains, signage, potholes, resurfacing works, barriers, fencing, parking, speed surveys, white bollards, jet packing, grass verge cutting, hedges, laybys, roadside cameras at Achnasheen, sightlines, offlets, snowploughs and grit bins, railway crossings, bridges and road surface repair materials.

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 am sure roads will continue to be a regular topic of our discussions. The various issues have been discussed at nine ordinary meetings plus one non-quorate meeting held since the last Annual General Meeting lasting around eighteen hours. The Community Council has also considered fourteen consultation documents, seven building warrants, eight Prior Notification Orders, seven planning applications and one licensing issue since the last Annual General Meeting.

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 usually oversees the Secretarial duties but due to ill health, has been unable to join us since our December 2022 ordinary meeting. We must also thank Caroline Gamble who, as Madam Treasurer oversees our accounts and to Ann MacRae for auditing them.

A thank you must also go to Cllr Liz Kraft who regularly attends our meetings and keeps in regular contact. I must also thank the various local groups who keep in touch with their updates, it is all very much appreciated and helpful.

Finally, but by no means least, a thank you must go to the people of this community for their continued support of their Community Council.

Kenny Maclean, Chairman and acting Secretary, Monday 22 May 2023.

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

Treasurer’s audited report – the audited report for 2022/2023 has, as usual, been available in Garve Post Office and on the Community Council website over the last few weeks. Copies were also available on request. Those on our email list have received a copy. Those present had no questions on the audited accounts but it was noted by Community Council member Sadie-Michaela Harris and the Treasurer that £445.20 grant funding is not much. The Treasurer also noted that the payment was late (October 2022) following an admin error at The Highland Council. Had we been in difficulties, such a delay in funding would not have been helpful however, the £500 donation was very grateful and helped ease the burden on the funds. The accounts show a deficit for the year of -£637.34 but it was also the year we transferred £744.50 to the newsletter. Cllr Kraft will check who sets the grant and we were advised not to hold assets. Community Council member Sadie-Michaela Harris wondered what the real costs would be to run the Community Council such as webcam hosting, Hall hire, travelling expenses, website hosting etc... Our Chairman thought around £1,000.00 per year. The audited accounts for 2022/2023 were then formally proposed for adoption by Bob Moir and seconded by Sadie-Michaela Harris, unanimously agreed. Thanks to auditor and Treasurer. *(Post meeting note – it is The Highland Council that set the grant and it was set prior to the last Community Council elections. The current grant is based on a minimum flat rate with an additional amount to reflect sparsely populated areas, thanks to Cllr Kraft for the update).*

Election of Office Bearers – all Office Bearers stand down at each AGM but can stand again if they wish. Our Chairman noted that Jennifer Haslam wishes to stand down as Secretary tonight but will continue as a member of the Community Council. He wished to place on record his thanks for all her help since she was first elected Secretary in 2015. All Community Council members agreed and wished Jennifer well. Our Chairman visited Jennifer on Sunday 21 May 2023 where he found her to be in good spirits. Jennifer misses the meetings and is sorry to be absent but is grateful to our Chairman for his regular visits and verbal updates. Community Council member Sadie-Michaela Harris agreed that Jennifer’s absence is felt.

Sadie-Michaela Harris proposed Caroline Gamble continue as Treasurer, Bob Moir seconded, unanimously agreed. As Dot Fergusson, Senior Ward Manager at The Highland Council has already allowed a joint Office Bearer role as per 9.3 of the Constitution, Bob Moir proposed Kenny Maclean continue as Chairman and Secretary, Sadie-Michaela Harris seconded, unanimously agreed. Sadie-Michaela Harris proposed Bob Moir as Vice Chairman to ensure we have three Office Bearers, Caroline Gamble seconded, unanimously agreed. Sadie-Michaela Harris proposed, and Bob Moir seconded, that our Chairman continue to deal with any press enquiries and be Community Council website administrator, unanimously agreed. It was also unanimously agreed that the postal address for the Community Council change from Alness to Achnasheen. It was also unanimously agreed that the three bank signatories will be Kenny Maclean, Bob Moir and Caroline Gamble only (Jennifer Haslam be removed).

Dates of future meetings – it should be noted 1.2 of standing orders (first Tuesday of each month except January and July when no meeting shall take place).

July 2023 – no meeting

Tuesday 1 August 2023, 7.00pm, webcam

Tuesday 5 September 2023, 7.00pm, webcam

Tuesday 3 October 2023, 7.00pm, webcam

Tuesday 7 November 2023, 7.00pm, webcam

Tuesday 5 December 2023, 7.00pm, webcam

January 2024 – no meeting

Tuesday 6 February 2024, 7.00pm, webcam

Tuesday 5 March 2024, 7.00pm, webcam

Tuesday 2 April 2024, 7.00pm, webcam

Tuesday 7 May 2024, 7.00pm, webcam

Tuesday 4 June 2024, **AGM** followed by an ordinary meeting, 7.00pm, webcam

The dates of future meetings were proposed by Kenny Maclean and seconded by Sadie-Michaela Harris, unanimously agreed.

Any other Annual General Meeting business – a member of the public asked when will the **Community Council elections be held?** We have received no official notification from The Highland Council but our Chairman thinks elections will be held at the end of this year. All election details will, as usual, appear on The Highland Council website as they run the elections. *(Post meeting note – we have now been given a provisional election day date of Monday 27 November 2023).*

Date of the next Annual General Meeting - Tuesday 4 June 2024, 7.00pm, webcam.

The Chairman thanked everyone and closed the Annual General Meeting at 7.25pm.

Signed

Signed

Date

www.community-council.org.uk/garveanddistrict
garveanddistrictcc@yahoo.com

This set of minutes were first published (in draft form) at 4.00pm on Thursday 15 June 2023.

GARVE & DISTRICT COMMUNITY COUNCIL

ACCOUNTS FOR YEAR ENDED 31 MARCH 2023

GARVE & DISTRICT COMMUNITY COUNCIL

ACCOUNTS FOR YEAR ENDED 31 MARCH, 2023

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

Mrs C Ann MacRae

The Cottage

Gorstan

Garve

IV23 2PX

15 May, 2023

Receipts & Payments for Year ended 31 March 2023

	2023	2022
INCOME		
Highland Council Grant	445.20	445.20
Anonymous Donation	500.00	
	945.20	445.20
EXPENDITURE		
Zurich Insurance for 2022/23	86.00	86.00
Secretary's Fees, Fuel expenses	373.40	373.40
Miscellaneous - Flowers, Gifts		54.73
Meeting Expenses - Garve Hall	24.00	
Admin Costs, Postages, Inks, Data Protection	92.59	60.95
Accountancy Fees	80.00	60.00
Chairmans Expenses, Ink, Fuel, Land Fees	182.05	65.00
G & D Development Co - Newsletter fees	744.50	
Total Expenditure	1,582.54	700.08
Surplus/Deficit for Year	- 637.34	- 254.88
Balance b/fwd 2022	2,145.65	2,400.53
Balance at Bank at 31/03/23	1,508.31	2,145.65

Garve & District Community Council
Year ended 31 March 2023

Bank Reconciliation as at 31 March 2023

Balance as per Bank Statement at 31/03/22	2145.65
Surplus/Deficit for Year	-637.34
Balance as per Accounts	<u>1508.31</u>
Balance as per Bank Statement at 31/03/23	<u>1508.31</u>

Garve & District Community Council
Year ended 31 March 2023

Breakdown of Sub- Accounts for 2022/2023 for Communities Information

Community Ceilidh Fund b/fwd

Total Expenses

Balance of Community Ceilidh Fund at 31/03/23

Treasurers Account/Admin Fund b/fwd 01/04/22

Add Income -

Highland Council Grant

Anonymous Donation

- 137.30

445.20

500.00

945.20

807.90

Less Expenses - Public Liability Insurance

86.00

Secretary's Fees & Travel expenses

373.40

Administration, Chairman - Fuel, Land Search Fees

182.05

Data Protection

35.00

Miscellaneous Expenses - Cards, Postages,

57.59

Accountancy Fees

80.00

Garve Hall - Rent for AGM June 2022

24.00

838.04

Balance of Treasurers Account at 31/03/23

- 30.14

Community Fund

Balance of Community Fund b/fwd

1,538.45

Balance of Community Fund at 31/03/23

1,538.45

Garve & District Community Council
Year ended 31 March 2023

Breakdown of Sub- Accounts for 2022/2023

Community Ceilidh Fund at 31/03/23

Treasurers Account/Admin Fund at 31/03/23	-	30.14
Add Donation		

Community Fund at 31/03/23		1,538.45
-----------------------------------	--	-----------------

Community Newsletter Account at 31/03/23

Balance at Bank as Accounts at 31/03/23		1,508.31
--	--	-----------------