

Fairmilehead Community Council

Minute of First Meeting of Fairmilehead Community Council held in Fairmilehead Parish Church Hall, Frogston Road West, Edinburgh Tuesday, 15 January 2002

Chairperson:- Councillor Mrs Daphne Sleigh, City of Edinburgh Council.

Present:- Alison Elfick; Norman Grozier; Catherine Macpherson; Raymond Newton; Sheena Robertson; and Dennis Williams, all elected representatives; Alan Gow, Buckstone Scout Association; Richard Hinton, Buckstone Association and Kenny Mitchell, Comiston Primary School PTA, all nominated representatives; and Iain Gray MSP, ex-officio member.

Representing the City of Edinburgh Council -Eileen Hewitt, Community Council Liaison Officer, Shona Macarthur, Elections Officer and Jane Lockhart, Assistant Committee Officer, all Department of Corporate Services.

Apologies: - Councillors Brian Meek and Andrew Scobbie, City of Edinburgh Council, and Dr Lynda Clark MP.

1. Introduction

Councillor Mrs Daphne Sleigh opened the meeting by explaining that, as Returning Officer, it was her duty to chair the first meeting of the Community Council until such time as interim office bearers were elected. She welcomed everyone to the meeting and stressed the importance of local issues being considered by a group of representatives of local residents and local organisations.

Councillor Mrs Sleigh then invited those present to introduce themselves.

2. Appointment of Office Bearers

It was agreed that it might be premature to make appointments to the various posts of office bearers at the first meeting of the Community Council, when the representatives did not, in the main, know each other well enough to come to a consensus of opinion on such important decisions. Jane Lockhart confirmed that an Auditor should be appointed from outwith the Community Council and also suggested that members might also wish to consider appointing a Planning Spokesperson as the Community Council would be an official consultee for planning applications lodged for the area. The Community Council agreed to elect the following office-bearers until such time as members felt ready to make permanent appointments:

Interim Chairperson	Dennis Williams
Interim Secretary	Sheena Robertson
Interim Treasurer	Alison Elfick.

3. Constitution

Jane Lockhart referred to the model Constitution that had been circulated with the agenda. She advised members that alterations to the model Constitution had to be approved by the City of Edinburgh Council.

4. Financial Arrangements

Eileen Hewitt, Community Council Liaison Officer, advised that the grant that would be available to Fairmilehead Community Council for the 2001/2002 financial year was a pro rata payment of £125. Ms Hewitt undertook to ensure that the Interim Treasurer would receive the grant cheque for 2001/2002 before the end of the meeting.

In addition to opening a bank account for administrative funds, it would be necessary for the Community Council to open a second bank account to make annual provision for election costs of the first triennial election of Community Council representatives in which they would be involved ie in May 2005. It was recommended that Community Councils made provision of £100 a year towards these costs.

5. Insurance Arrangements

Eileen Hewitt advised that the City Council, acting on behalf of all Community Councils within Edinburgh, had arranged a special block public liability insurance that Fairmilehead Community Council could, if it wished, join for an annual premium of £ 42. This premium would cover third party injury claims during events such as galas/fetes etc organised by the Community Council, following prior notice of the events being given to the City of Edinburgh Council. Additional insurances could also be arranged if required.

Ms Hewitt added that if a decision were made by the Community Council to take advantage of the insurance arrangements, the payment would be made from the 2002/2003 grant.

Councillor Mrs Sleight stressed the importance of obtaining insurance cover and cited the recent successful Christmas lights ceremony in Morningside as an example of its usefulness for public events.

In response to a question regarding the setting of the annual grant to Community Councils, Ms Hewitt informed members that the sum was set by the City of Edinburgh Council and represented an equal share of the grant resources available.

Councillor Mrs Sleight encouraged members to apply for an accommodation subsidy which would help reduce the cost of venue bookings for meetings and Iain Gray MSP suggested that the Community Council may wish to establish a fundraising strategy to ensure available funding throughout the year.

6. Membership

Jane Lockhart advised the Community Council that three places were available for elected members and two for local interest groups in the Community Council area. Registration forms were available from Eileen Hewitt and Shona Macarthur.

7. Scheme for Community Councils

The Community Council noted the scheme for Community Councils circulated with the agenda.

8. Established Community Councils

The list of established Community Councils in Edinburgh had been circulated with the agenda. It was indicated that the contact points in the list might prove useful in the early stages of the Community Council existence, with opportunities for an exchange of ideas with neighbouring Community Councils.

9. Future Meeting Arrangements

The Community Councils in Edinburgh were required to hold at least six meetings a year with the formation of sub-groups if required. In addition, joint meetings involving representatives of all the Community Councils in Edinburgh were held twice a year.

Jane Lockhart undertook to issue the minute of the meeting within 10 working days and advised the members that the minute, once approved at the Community Council's next meeting, should be displayed in the Community Council area.

Other Community Councils displayed minutes in local shops, Council establishments, church premises etc, essentially venues a wide cross-section of Community Council area residents were likely to use.

Concerns were expressed regarding the reluctance of local shop owners etc to display notices publicising this meeting and there was some discussion on alternatives means of publicity.

At this point, the Community Council members agreed that the Council officials should withdraw from the meeting and the interim Secretary undertook to minute the remaining items of business.

FAIRMILEHEAD COMMUNITY COUNCIL

Minute of Inaugural Meeting held on Tuesday 15 January 2002 at 7.00 p.m. in Fairmilehead Parish Church Hall

This Minute covers the Meeting from the point it was handed over to the interim Office Bearers.

It was agreed that Fairmilehead Community Council should hold public meetings at 7.0 p.m. on the first Tuesday of each month, except July and August.

Councillor Mrs Daphne Sleigh made a provisional booking at Fairmilehead Parish Church Hall for the following dates: Tuesday 5 February; Tuesday 5 March; Tuesday 2 April and Tuesday 7 May. The Constitution requires an Annual General Meeting to be held in May of each year. These bookings are to be confirmed by the Secretary.

It was agreed the interim Treasurer would open the Bank Accounts with the grant provided by the City of Edinburgh Council, as required by the Constitution. Public Liability Insurance to be taken out with Zurich International as arranged for block insurance for all Edinburgh community councils. (Cost £42.)

Members were asked to give thought to the appointment of an Auditor and possible locations for Minutes and Meeting Agendas.

Councillor Mrs Daphne Sleigh suggested that it would be useful for the Community Council to have a visit and presentation from Council Officers from Planning and Transportation Divisions of City Development, and she agreed to make the arrangements

Iain Gray, MSP and Councillor Mrs Daphne Sleigh suggested that a Senior Police Officer could be invited to talk about the Lothian and Borders Police approach to policing community safety. The meeting was told that it is customary for the local community policeman to attend for a short time at the beginning of each meeting to give a report on local issues.

Members were advised that the next Local Development Committee meeting is on Thursday 30 January at 7.00 p.m. in Greenbank Church.

The Chairman will contact the people who supported the setting up of the Fairmilehead Community Council by signing the petition, to advise them of the date, time and place for the next meeting.