KILBARCHAN COMMUNITY COUNCIL

Minutes of the Inaugural Meeting of Kilbarchan Community Council held at 7.30 pm on Wednesday, 27 April 2011 at the Steeple Hall, Steeple Square, Kilbarchan.

MEMBERS PRESENT:


ATTENDING:

David Low, Senior Committee Services Officer (Renfrewshire Council), PC Dill and McIlraith (Strathclyde Police)

David Low, presiding to item 5, thereafter
David Blair, presiding

1. APOLOGIES – Iain Brown

2. INTRODUCTION/WELCOME

On behalf of the Returning Officer, David Low welcomed community council members and residents to the Inaugural Meeting of the newly-established Kilbarchan Community Council.

David advised that following a successful petitioning and election process that concluded on 31 March 2011, statutory public notice had been given that the following 15 residents had been duly elected to serve as members of the community council until the next election in 2015:-


The community council agreed to note the advice and welcome all new members present.

3. SCHEME FOR THE ESTABLISHMENT OF COMMUNITY COUNCILS

David explained that the community council had been set up by Renfrewshire Council under the terms of the Scheme for the Establishment of Community Councils (the Scheme), that was approved by the Council on 16 December 2010. The Scheme set
out the management and operational rules for community councils and a copy had been sent to each member.

In terms of the Scheme, as the community council had 15 members and 6 vacancies a **quorum of 5 members** required to be in attendance at each meeting (the quorum being one-third of the total number of members). The community council could also **co-opt up to 5 members** to fill vacancies (as co-option was also limited to one-third of the total number of members).

Other key points drawn to members’ attention were:

- The annual Administration Grant had been increased by £100 per annum;
- The Administration Grant could only be used to meet the cost of items specified on the ‘approved items list’ as contained in the Scheme and a note of this expenditure must be included in the annual audit of accounts, a copy of which must be submitted to Renfrewshire Council each year;
- The community council must meet the cost of venues for meetings;
- The community council was responsible for the provision of IT equipment. Current IT equipment supplied by Renfrewshire Council would be maintained until obsolete or irreparable;
- The community council was responsible for the distribution of its agenda/minutes as per the requirements of the Constitution and Standing Orders;
- The community council must hold 6 meetings and 1 AGM each year;
- The community council must adhere to the operational rules contained in the Scheme and individual community council members must take regard of the Code of Conduct for Community Councillors. (A copy of which was made available with nomination forms for membership and was also appended to the Scheme document).

The community council **agreed** to note the advice and that all members had received a copy of the Scheme.

4. **APPOINTMENT OF OFFICE BEARERS**

   (a) **Chairperson** – K Ives, seconded by Ivar Campbell, moved that David Blair be appointed as Chairperson. As there were no other nominations, the appointment was **agreed** unanimously.
(b) **Vice Chairperson** – V Ross, seconded by A Cole, moved that Andros Stakis be appointed as Vice Chairperson. As there were no other nominations, the appointment was agreed unanimously.

(c) **Secretary** – D Blair, seconded by A Grieve, moved that Karen Campbell, be appointed as Secretary. As there were no other nominations, the appointment was agreed unanimously.

(d) **Treasurer** – K Ives, seconded by E Weir, moved that Ian Campbell be appointed as Treasurer. As there were no other nominations, the appointment was agreed unanimously.

5. **ADOPTION OF CONSTITUTION & STANDING ORDERS**

There was submitted (tabled) a copy of the community council Constitution and Standing Orders for formal adoption and signing by the community council. Copies of the Constitution had been circulated to members earlier as Appendix A of the Scheme.

The community council agreed to adopt the Constitution which was duly signed by the Chairperson and two other members.

6. **APPOINTMENTS**

(a) **Local Area Committee:** The community council agreed to appoint David Blair as its representative.

(b) **Renfrewshire Community Council Forum:** The community council agreed to discuss this matter at the next meeting.

(c) **Minute Secretary:** The community council agreed to appoint Elaine Ives as Minute Secretary.

(d) **Planning Representative:** The community council agreed to appoint Ken Ives as its planning representative.

7. **PUBLIC LIABILITY INSURANCE**

The community council agreed to participate in the ASCC discounted scheme.
8. **MINUTES OF THE PREVIOUS MEETING**

The minutes of the outgoing community council held on 29 March 2011 were submitted for information. The new community council agreed to take forward outstanding matters as detailed below:

9. **MATTERS ARISING FROM THE OUTGOING COMMUNITY COUNCIL**

(a) **Police Report** – Strathclyde Police provided crime figures from 1st March to 27th April as undernoted and advise that teenagers were swimming in the water at the quarry.

31 crimes and 12 detections, including
12 x vandalisms (wing mirrors, broken windows etc)
1 x serious assault
3 x road traffic offences
4 x common assaults

Strathclyde Police noted the community council’s concerns about the road junction at St Barchan’s Brae and poaching/damage to Glentyan Estate and provided email contact address gregor.mcdowall@strathclydepolice.pnn.uk

(b) **Noticeboard** - Ken Ives updated the community council and advised that there appeared to be some confusion between the general signage in the village and the proposed new Noticeboard.

Andros Stakis advised that the Access Forum Committee had funded the purchase of some notice boards.

Following discussion, the Community Council agreed to make an application to the LAC for funding towards the full costs of this project. Karen Campbell agreed to contact the supplier for an estimate of the cost of supplying and installing the notice board.

(c) **Traffic** - The community council agreed to note that a new bus service had started and welcomed the extra choice this offered residents.

(d) **Fairtrade** - The community council agreed to provide a formal letter of support to the Fairtrade group.

(e) **Treasurer’s Report** - There were no financial transactions.

(f) **Correspondence:**
(i) e-mail from Renfrewshire Environmental Trust - It was agreed to invite a representative of Renfrewshire Environmental Trust to the next meeting to give an overview of the Trust’s aims and objectives.

(ii) Karen Cooke, Scrumptious Productions re: making a social documentary with Gryffe High School about how the area could be transformed. It was agreed that Karen Campbell obtain further information.

(iii) Letter from Kilbarchan Village Improvement Group re: consultation by Renfrewshire Council on the content of the Renfrew Local Plan. After discussion, the community council noted that Andros Stakis and Valerie Ross were members of Kilbarchan Village Improvement Group. Some members of the Community Council agreed to meet to discuss “how Kilbarchan could be enhanced and developed”, comprising Ian Campbell, Ivar Campbell, Arthur Cole, Ken Ives, Valerie Ross, and Andros Stakis.

(iv) Statutory notification of a procession in Elderslie – noted.

(g) Planning: The undernoted planning applications were discussed:

(i) 11/0122/PP: The Barn, Faulds Farm, Tandlehill Road - Erection of stables, tack/feed room and store. The community council agreed to make no objection.

(ii) 11/0142/PP: Hillview Cottage, 11 Nether Johnstone Holdings, Milliken Road - Erection of screen wall and porch to outbuilding and conversion of garage to studio. The community council agreed to make no objection.

(iii) 11/0217/PP: The Knowe, Easwald Bank - Erection of single storey extension to rear of dwelling house. The community council agreed to make no objection.

Ken Ives requested that members consider using the system adopted previously where members were e-mailed details of planning applications that had a closing date for representations before the next Community Council meeting. It was agreed to continue with this system.

10. MINUTES OF RENFREWSHIRE COMMUNITY COUNCIL FORUM (RCCF)

The minutes of the meeting of RCCF held on 21 February 2011 were submitted and the community council agreed to note the content.

11. AOCB

(a) Co-option – The community council noted that, in line with the requirements set out in the Scheme for Establishment of Community Councils, a co-option form
would be sent to Drew Dempster for completion and consideration at the next meeting.

(b) **Horses** - have been using the narrow lane between Merchants’ Close and Shuttle Street causing a danger to pedestrians. David Blair asked members to try and establish where the horses are coming from.

(c) **Asbestos** - from demolition is lying on a site in Merchants’ Close. Environmental Health and Green Renfrewshire have been contacted about this potential hazard.

12. **DATE OF NEXT MEETING**

The next meeting will be held on Thursday 26 May 2011 at 19:30 in the Steeple Hall.