

## **PAISLEY EAST & WHITEHAUGH COMMUNITY COUNCIL**

Minutes of the **Annual General Meeting** held on Wednesday, 9 October 2019 at 7.00 pm in Sherwood Greenlaw Church, Paisley.

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### **MEMBERS PRESENT**

Andrew Ramsay, Cameron Connie, Jean Ramsay, Robert Moore, Matthew Paterson, John Bell, Diane Watt and Catherine Scally.

### **ATTENDING**

Robert Devine, Senior Committee Services Officer (Renfrewshire Council).

### **CHAIR**

Robert Devine, presiding.

#### **1. APOLOGY**

Julia Watt, Margaret Cowie and Gaynor Corry.

#### **2. WELCOME AND INTRODUCTIONS**

New and returning members were welcomed to the first meeting of the re-established community council following the four-yearly Renfrewshire-wide community council elections to determine membership.

#### **3. ELECTION RESULTS**

The "Notice of Election Results" for Paisley North Community Council, published on 16 September 2019 was submitted.

The notice intimated that the undernoted residents were duly elected "unopposed" as members of Paisley East & Whitehaugh Community Council:

Andrew Ramsay, Cameron Connie, Jean Ramsay, Robert Moore, Matthew Paterson, John Bell, Diane Watt, Catherine Scally, Margaret Cowie, Julia Watt and Gaynor Corry.

It was noted that 19 membership places remained vacant.

**DECIDED:** That the information be noted.

#### **4. ELECTION OF OFFICE-BEARERS**

Members were invited to make nominations for the positions of Chairperson, Secretary and Treasurer, to hold office until the next AGM in October 2020.

It was proposed that Andrew Ramsay be appointed as Chairperson. This was agreed unanimously.

It was proposed that Robert Moore be appointed as Secretary. This was agreed unanimously.

It was proposed that Gaynor Corry appointed as Treasurer. This was agreed unanimously.

It was proposed that John Bell be appointed as Vice-Chairperson. This was agreed unanimously.

**DECIDED:** That the following appointments be made until the 2020 AGM:

Andrew Ramsay	- Chairperson
Robert Moore	- Secretary
Gaynor Corry	- Treasurer
John Bell	- Vice-Chairperson

#### **5. COMMUNITY COUNCIL CONSTITUTION AND STANDING ORDERS**

Members were advised that in order to comply with the provision of the Scheme for the Establishment of Community Councils 2019 (the Scheme) the community council must adopt the Constitution and Standing Orders approved by Renfrewshire Council and set out in the Scheme.

A copy of both the Constitution and the Standing Orders were submitted and approved. Thereafter, the Chair and two members signed the Constitution.

**DECIDED:** That the Paisley East & Whitehaugh Community Council Constitution and Standing Orders be adopted.

## **6. ANNUAL ACCOUNTS 2018/19**

The Paisley East & Whitehaugh Community Council Annual Accounts for the period 1 September 2018 to 31 August 2019 were submitted and approved.

It was noted that, as required, the Annual Accounts would now be submitted to Renfrewshire Council to allow the release of the Administration Grant for 2019/20.

**DECIDED:** That the Annual Accounts 2018/19 be approved and submitted to Renfrewshire Council.

## **7. PAISLEY EAST LOCAL PARTNERSHIP**

Members were advised that in terms of the arrangements for Renfrewshire Council's Local Partnership meetings, the Chairperson would be appointed automatically as a permanent representative/member. However, should the Chair wish not to be appointed, one other member of the community council could be appointed as the permanent representative/member instead. It was noted that substitution of members to the Local Partnership on a meeting-by-meeting basis was not permitted.

The Chair intimated that he intended take up the position and accordingly it was noted that Andrew Ramsay would be the permanent representative to the Paisley East Local Partnership.

**DECIDED:** That Renfrewshire Council be advised that Andrew Ramsay had been appointed as the permanent representative/member of the Paisley East Local Partnership.

## **8. RENFREWSHIRE COMMUNITY COUNCIL FORUM**

Members were advised that each community council in Renfrewshire could send two representatives to meetings of the Renfrewshire Community Council Forum (the Forum). Members were provided with an information leaflet detailing the arrangements in place for Forum meetings.

After consideration, it was proposed that Gaynor Corry and John Bell be appointed as the community council's representatives to attend Forum meetings. This was agreed unanimously.

**DECIDED:** That Renfrewshire Council be advised that Gaynor Corry and John Bell were appointed to Renfrewshire Community Council Forum.

## **9. TRAINING – EXPRESSIONS OF INTEREST**

Members were advised that Renfrewshire Council would consider providing training on community council roles and responsibilities and were invited to complete and return the Training – Expressions of Interest form included within the agenda pack for this meeting.

Completed forms were collected for return to Renfrewshire Council and it was agreed that any other members who wanted to participate should submit their forms to Renfrewshire Council as soon as possible.

It was noted that details of training to be offered would be intimated in due course.

### **DECIDED:**

- (a) That any other member who wanted to participate at community council training events return their expression of interest forms to Renfrewshire Council as soon as possible; and
- (b) That it be noted that details about training events would be intimated in due course.

## **10. EQUALITIES MONITORING FORM**

Members were invited to complete and return an Equalities Monitoring Form that had been issued separately with the agenda pack. Participation was voluntary and responses would be treated in confidence.

Completed forms were collected for return to Renfrewshire Council and it was agreed that any other members who wanted to volunteer information would submit their forms to Renfrewshire Council as soon as possible.

**DECIDED:** That any other member who wanted to volunteer information submit their form to Renfrewshire Council as soon as possible.

## **11. DATE OF THE AGM 2020**

It was noted that the next AGM would be held on Wednesday 14 October 2020 at a venue to be determined by the community council.

**DECIDED:** That the information be noted.

## **12. NEXT ORDINARY MEETING**

Members were advised that an ordinary meeting of the community council would take place at the conclusion of this AGM.

**DECIDED:** That the information be noted.