DRAFT

Inaugural Meeting
Sunart Community Council
7pm 8th November 2018
Strontian Village Hall

1. **Welcome and Apologies**
   Dot Ferguson, Highland Council Ward Manager, explained that the Chair, Councillor Andrew Baxter, had been detained at a Council meeting in Inverness and so would be joining the meeting at about 8pm. Dot Ferguson took over as the Chair; apologies had been received from J Hilder.

   Attending: D Anderson, C Hunter, L Wilson, t Coldwell J Jones, PC A Campbell and one member of the public

2. **Overview of the Scheme of Establishment and the Roles and Responsibilities of Community Councillors**
   Dot Ferguson welcomed the three newly elected Community Councillors and thanked all members them for their time and contribution. She explained that a review of Community Councils will be taking place. A copy of the Community Council Scheme was issued to new members and the scheme standardises practice across all 154 local community councils.

   Dot Ferguson highlighted and explained the statutory role of planning that Community Councils reflect what views are locally and do not need to come down on one side or the other. Community Councils can choose to hold public meeting and/or use social media to test public views - Community Councillors explained that these options have been used in Sunart. If there is a late planning application or one received at short notice then the Community Council can, if they wish, contact the planning officer as soon as possible. Susan McMillan can be invited to come to a Community Council meeting to explain the process in greater detail.

   It is incumbent on each Community Councillor to declare an “interest” and this is then noted in the minutes. Dot gave some examples including for licencing applications, that it might be best to declare and interest if one used the “local” hostelry, etc. So perhaps if in doubt, declare an interest.

   Dot mentioned the on-line training available for Community Councillors and the Aide Memoire available.

   For Sunart Community Council the maximum number of elected members is eight and there are currently six elected members, so there could be 2 co-opted members if required. Assets are held in the name of the Office Bearers and they are liable for the assets and are not indemnified by the Highland Council. So Community Councils are advised not to hold assets.

   The Insurance is currently with Zurich, the policy cost being deducted at source from the annual grant. However, from next year the Community Councils are required to choose their own insurers but are free to select and continue with Zurich if they wish but must elect to do so.

3. **Call for Nominations for appointment of Chair**
   C Hunter proposed D Anderson and there were no other nominations; seconded by J Jones

4. **Handover to duly elected Chair, and call for:**
   a. Nominations for Vice Chair: D Anderson proposed C Hunter; seconded T Coldwell
   b. Nominations for Secretary: C Hunter proposed J Jones; seconded by T Coldwell
   c. Nominations for Treasurer: D Anderson proposed J Hilder; seconded C Hunter

5. **Time and date of next meeting**
   13th December 2018, 7:30pm in the Village Hall, Strontian