

# Charlestown, Limekilns, and Pattiesmuir Community Council

## Annual General Meeting

7.30pm. 29<sup>th</sup> May 2018. Gellet Hall

### Minutes

#### Item

##### 1. **Present:**

Alex Hill, Martin Mulube, Mandy Littlewood, Rob Thompson, Callum MacInnes, Peter Curry

##### 2. **In Attendance:**

Cllr. Tony Orton, Cllr Andrew Verrechia, Tom Leatherland, Moira Adams, Jo McFarlane, George Hipwell, Beryl Leatherhead, Jasmine Bazazi

##### 3. **Apologies:**

Sue Hamilton, Geoff  
Cartwright, Cllr Sam  
Steele

##### 4. **Minutes of meeting of 30<sup>th</sup> May 2017**

The minutes of the  
2017 AGM were  
approved as a correct  
record.

Proposed: Callum  
Seconded: Alex

##### 5. **Matters Arising from meeting of 30<sup>th</sup> May 2017:**

Noted the successful setup of CC Dropbox

##### 6. **Chair's Annual Report**

The Chairman welcomed the increased support and engagement from the new councilors throughout this year.

The change in ownership of the Sutlery was noted, the council repeated its thanks to Janice & Jimmy and welcomed Solomon and Rakhee. The removal of the Post Office was regretted as the mobile service replacement is not an ideal solution.

A number of successful repair/maintenance projects have been completed through the course of the year, for example – the war memorial drainage, new street signs and Promenade railings, notwithstanding the disappointment in broken play park equipment in both parks not being replaced in this year.

The council continued to actively engage and contribute to longer-term / wider-scope initiatives, such as the Airport Noise Forum and Urgent Care Review.

Progress has been made on local environment issues through the work by the Charlestown, Limekilns and Pattiesmuir Nature Conservation Group e.g. the 3P project and several beach cleans/nurdle counts – supported by a grant from the Community Council.

The campaigns on pollution and flooding of the Lyne Burn have started to have an impact on Scottish Water to address local concerns.

The Inner Forth landscape Initiative refurbishment of the kilns finally came to fruition as they started on site. It has been a challenging year for planning with the consent granted at Pattiesmuir, failure to finalise bringing a phone mast into the village and the impact of Broomhall development on local services not yet clear.

## **7. Treasurer's Annual Report**

The CC received the Fife Council grant of £626.28. 92% of this was spent in year, 39% on the operating costs of the council, 21% on supporting local charity initiatives and 31% on improving local amenities.

Within the financial year 17/18 the CC made a net gain of £64.95.

The closing reserves of £3,552.08 are made up of cash in the bank £4,107.02, offset by ongoing project work to local amenities due for completion in 18/19 and accrued expenses of £154.94.

The accounts have been independently examined by Sam Burton

The accounts were approved.

Proposed: Callum

Seconded: Peter

The meeting expressed its thanks to Sam Burton for her examination of the accounts

## **8. Appointment of Office Bearers**

Cllr Tony Orton took the chair for this item.

Nominations for Chair:

Callum MacInnes

Proposed: Rob

Seconded: Alex

Approved by all

Nominations for Vice-

Chair: Alex Hill

Proposed: Callum

Seconded: Martin

Approved by all

Nominations for

Secretary: Sue

Hamilton

Proposed: Martin

Seconded: Peter

Approved by all

Nominations for

Treasurer: Martin

Mulube

Proposed: Rob

Seconded: Alex  
Approved by all

Callum took the chair  
for the rest of the  
AGM.

Noted that as it's an election year, election of office bearers will need to take place at the 23<sup>rd</sup> October meeting for the newly formed council

## 9. **Proposals for new members**

The Council welcomed any declaration of interest from any people for new membership, currently there are three vacancies. The constitution allows for these to be filled outwith the 4 year election cycle:

8.1 In the event of a casual vacancy or vacancies occurring in the elected membership between ordinary elections, a Community Council shall be entitled to fill these vacancies with any person qualified as a candidate for election as a member of the Community Council who will be deemed to hold office as an elected member with voting rights.

As a result, Jo Macfarlane was appointed to the Community Council through this process.

The council noted the process and timetable for elections due to take place in October of this year:

Submission of nomination papers	Not later than <b>4.00 p.m.</b> on the 28th day before the day of election – <b>Thursday 6 September 2018</b>
Publication of Statements as to Persons Nominated	Not later than <b>4.00 p.m.</b> on the 23rd day before the day of election – <b>Tuesday 11 September 2018</b>
Submission of Notice of Withdrawals of Candidature	Not later than <b>4.00 p.m.</b> on the 20th day before the day of election – <b>Friday 14 September 2018</b>
Notice in case of uncontested election and Notice of Poll in contested election	Not later than the sixth day before the day of election – <b>Friday 28 September 2018</b>
Polling (Return of postal votes by 4 p.m.)	<b>Thursday 4 October 2018</b>

## 10. **AOCB**

### Meeting Timings

There was a discussion on the relative merits of maintaining the current meeting schedule of final Tuesday of the month or introducing different times and days of the week.

The council agreed to maintain its current schedule for all regular meetings, but consider the possibility of holding any special meetings required in different time slots e.g. weekends as per the Ash Lagoons meeting.

### Term Limits

Introducing term limits for office bearers was discussed and was felt in principle to be a good idea, however, given the short period until a new council is elected, it was felt that this wasn't the right time to finalise a

decision.

The CC resolved to agenda a discussion and make a final decision on this at the October meeting, the first after the election process has completed.

**11. Date of next AGM 28<sup>th</sup> May 2019**