

# **BROXBURN COMMUNITY COUNCIL**

## **INAUGURAL MEETING**

**MONDAY 25<sup>TH</sup> NOVEMBER 2013 7PM**

**BROXBURN OLD TOWN CENTRE.**

**Presided by Douglas Greirson.**

Mr Greirson opened the inaugural meeting saying he was there to help Lorraine McGrorty the Community Council Liaison Officer.

**1. Report by the Returning Officer on the outcome of Community Council Elections.**

Potential size is 12 members. 9 were elected and we can have 3 co-opted. The first is up for nomination tonight.

**2. Record of those present and minute of meeting.**

Minutes are being recorded for accuracy.

Present: Cllr Diane Calder, Sylvia Milne; Ellen Glass; Harry Ferguson; Jack McLaren; Robert Morrison; Russell McLean; Murray Kane; Steve Dowd; Tom Roy; Dorothy Knox.

Apologies: Cllrs Janet Campbell & Tony Boyle.

**3. Appointment of Chair of Community Council.**

Nominated: Tom Roy. Proposed; DK Second: SD Carried.

**4. Appointment of Vice – Chair or Vice Chairs.**

Nominated: Jack McLaren; Proposed: TR Second: RMcL Carried

**5. Appointment of Treasurer.**

Nominated: Dorothy Knox; Proposed: EG Second: SM Carried

**6. Appointment of Secretary.** Co-opted on to Community Council.

Nominated: Ellen Glass; Proposed: TR Second: RM Carried

**7. Appointment of Planning Secretary.**

Nominated: Dorothy Knox; Proposed: TR Second: SD Carried

**8. Community Council members:** Robert Morrison; Russell McLean; Murray Kane; Steven Dowd; Harry Ferguson; Sylvia Milne.

**9. Composition of Community Council, Information on:-**

**a. Provisions for appointing Co-opted Members to vacancies.**

The adoption took place of Ellen Glass to be co-opted to committee through vote. 2/3rds votes carried.

**b. Provision for appointing Youth Members.**

Two youth members aged 14 to 16 yrs who may be interested, Nomination forms available. Agreed we should approach the school.

**c. Provision for appointing Associate Members.**

To appoint someone who may be able to help with the CC in a particular area. They can be elected on but would not have any voting rights.

**10. Community Council Scheme.**

Form distributed.

**11. Adoption of Model Constitution/Standing Orders.**

We are one of the few to have adopted the constitution. Standing orders was questioned but not answered.

**12. Code of Conduct for Community Councillors.**

Booklet distributed.

**13. Administration and Special Project Grants.**

**Sp Proj. 750 Admin 7.50 per head of population.**

**14. Community Council Insurance.**

Paid by the council.

**15. Data Protection Act 1998.**

Already registered 7<sup>th</sup> April 2014 due. Fee is included in Administration Grant.

**16. West Lothian Association of Community Councils.**

This is the Umbrella body for Community Councils. Sheet handed out.

Will get forms sent out to sign. Tom reminded that we do not agree to any addresses being on the web site other than The Old Town Centre, West Main Street, Broxburn.

We were asked to fill in a form for the council which is supposed to be confidential.

**OCB: Council Community Partnership** Single Outcome Planning Strategy. This is to make us aware of it as it is laid out for the next 10 years. Will come back the next meeting in January and speak to us about it or we can read it on the council website. Mr Greirson said he would send a copy to us. Villages are open to funding scheme now which will be managed by Government Development Alice Sinnet. Shop front improvement also comes under this scheme. We discussed the new 'Puffin' crossing on West Main Street by Lychgate.

Meeting was concluded.