



COMHAIRLE COIMHEARSNACHD CILL MHÁLAIDH KILMALLIE COMMUNITY COUNCIL

Minutes of Meeting

held at 7.15pm on Wed 21st Sept 2011, at Kilmallie Hall

Present	Chair	Jillian Clark
	Treasurer	Maggie Mackenzie
	Community Councillors	Kshama Wilmington Christine Hutchison Mandy Ketchin Jan MacLugash Dawn Rigby
In attendance	Highland Councillors	Bill Clark Eddie Hunter
Apologies	Secretary	Russell Leaper Calum Dennison Prov Allan Henderson

- 1 Minutes of the last meeting** ACTION

JC proposed, CH seconded, unanimously agreed approval of the minutes of the last meeting (17th Aug 2011).
- 2 Treasurer's Report** (see attached)

KCC has still to register with the Data Protection Act. It is pending KCC's nomination of the person who is responsible for Data Protection and compliance with the requirements. JC/RL/MM

We need to notify bank of change of secretary, and amend signatory details MM

According to email received from Highland Council (HC) we don't receive our 2011/2012 grant till accounts for 2011/2012 are lodged, ie till the year following. This was unanimously questioned. Treasurer to query with HC. MM
- 3 Grant monies and surplus funds from previous years**

Treasurer reported that HC's Annual Administration (AA) Grant money must be used primarily for administration costs according to HC's new rules for Community Councils. Treasurer recommended that we put unused AA grant from previous years towards completing the full Ph1 website and developing it to Ph 2 (more interactive means of communicating with the community. Website team to report back with detailed proposals for consideration. MK/MM/RL

(EH left meeting)
- 4 Community Fund**

It was agreed that financial support of local community initiatives was a very worthwhile objective for KCC. The sums involved are likely to be modest. The Treasurer confirmed that there are funds in hand from previous KCC income which could reasonably be used for this purpose. In due course, KCC will need to fundraise and/or seek sponsorship to sustain a community fund, since we cannot use our AA Grant for this purpose, and it would not attract other grant aid.

It was agreed that KCC should discuss, agree and publicise guidelines for dispensing such funds, to ensure transparency and impartiality. Treasurer has suggested max £50, and a requirement for publicity and acknowledgment in the newsletter and on the website. KCC
- 5 Joint schools campus stakeholders meeting**

JM and BC reported on meeting on 15.09.11. Provision of ASN facilities still not fully settled. There was some discussion on the merits of one base only at one of the new schools, for the small number of pupils with high-dependency needs. BC reported that

there could be provision in both schools if there is a need. JM reported Ian Jackson (HC Education Culture & Sport) had pointed out that there is a statutory obligation on HC to make provision for pupils with high-dependency needs in their local school, if parents preferred. If the option of sourcing specialist provision outwith the area was offered, parents did not have to accept. There was discussion that there would be ASN provision of other sorts at all schools. Bernadette Cairns from Special Education will attend a future meeting for more discussion. JM to continue to represent KCC at stakeholders' meetings.

JM

6 **Lochaber Environmental Group (LEG) thermal imaging surveys**

CH and RL attended first training session on use of thermal imaging cameras to identify areas of greatest heat loss in buildings. Surveys can be internal or external, but have various constraints, including being very weather dependent. LEG are training people up with the aim of offering free initial surveys and energy efficiency information to local householders. The people on the course are beginners and would have to develop experience by doing smaller surveys but Rob Dunn of LEG is more experienced. For further details contact him at 01967 402453.

Two further training sessions:

Sat 24 Sept, Energy Advice and Insulation
Sat 08 Oct, Hard to Heat Homes

7 **KCC Website**

Website Group's progress report had been circulated.

All text content is now with Hotscot. We are expecting first draft designs in next week or so. Still on budget, still on timescale.

It was agreed that Twitter and Facebook were useful ways of communicating with the community, especially younger people, though there was likely to be a lot of work involved in maintaining a KCC presence. We have set up Twitter and Facebook accounts, to be linked in to website. It was agreed that 'live feeds' to Twitter were not required. MM to further explore how KCC might use and maintain presence on Twitter and Facebook.

MM

We need to ask Marcus Ritch to amend the Kilmallie Image Library website to delete the reference to KCC no longer existing.

JC

8 **Kilmallie Community News**

First issue now published. It has been delivered (huge thanks to CH, JM, KW, MK, MM, and also to John Hutchison and Libby Williamson who joined the team) to approx 680 homes and businesses, with a further approx 170 to be posted to outlying areas in next few days. There has been lots of excellent feedback so far. Treasurer to draft letters to sponsoring and non-sponsoring businesses.

MM

Next issue to include poem from Ruth Miller, article from Deaf Care, articles on old folks Christmas Party, Garden Show, contributions from High School etc, plus also apology to Tradewinds. Next deadline for articles 15 Nov, next publication date mid Dec.

CH/KW/JM

Application to join Voluntary Action Lochaber completed and passed to CH with accompanying cheque, to enable VAL to do franking of posted newsletters for us.

9 **Caledonian Canal Development Masterplan, Corpach to Gairloch British Waterways consultation 27/28 September**

KCC welcomes BWS's inclusion of community consultation in their Development Masterplan process. KCC correspondence with BWS's community engagement specialist, John Duff, has not elicited any satisfactory assurance that there will be full logging of community input. BWS's failure to meet the National Standards for Community Engagement was noted with disappointment. However within the limited opportunity available, KCC and FOCAL's agreed priority is to encourage attendance, and try to stimulate good quality participation.
(BC left meeting)

KCC

10 Children's Christmas Party

Deferred to next meeting in CD's absence. Unlikely to be possible to organise for this year.

11 Noticeboards

Concern was expressed that there was not enough room for KCC minutes due to the number of other notices and adverts. It was agreed we need to establish whether either noticeboard belongs to KCC, and whether it is appropriate for KCC to manage one or both of them.

JC/MM

It was agreed that commercial ads that had no community relevance would generally not be posted on KCC noticeboards, though we recognise there is community benefit from having commercial ads on other noticeboards.

12 KCC elections

Election arrangements for all Highland CCs are set down by Highland Council. Self nominations have to be lodged by 4pm on Tues 4th Oct. If between 4 and 8 nominations received, KCC can re-form without any election. KCC can have max 3 additional Co-opted Members up to total max of 8 members if required. If more than 8 nominations received, KCC needs an election (though if they wished some nominees could withdraw by 4pm Thurs 6th Oct to avoid an election and could subsequently become Associate members, but with no voting rights). If less than 4 nominations received, KCC cannot re-form.

Chair had received intimations that two present KCC members would not be standing again. All hoped that they might consider becoming Associate Members, as everyone's contributions so far had been invaluable. All hoped there would be interest from others in standing, especially young people.

All CCs are to be dissolved on Tues 15 Nov at 23:59. In view of this, we will bring our Nov meeting forward a day, and will need to publicise the change. We need to clarify arrangements for Highland Council's training of CC members in Nov.

JC/RL/MM

13 Any other business

None

14 Questions and contributions from the public

None

15 Date of next meeting

Wednesday 19th October at 7.15pm at Kilmallie Hall

PLEASE NOTE – the November meeting will be held on the third TUESDAY of the month (not Wednesday as normal), ie on Tues 15th Nov.

Distribution

By email to	all KCC members Cllr Bill Clark Prov Allan Henderson Cllr Eddie Hunter Elizabeth Toal (HC) Lochaber Archive Centre Maureen McColl (ALCC)
Paper copy to	Corpach notice board

Chairman - Jillian Clark, Kilmalyn, Corpach, Fort William, PH33 7JS
Secretary – Russell Leaper, Canal House, Banavie, Fort William, PH33 7LY
Treasurer - Margaret Mackenzie, 42 Hillview Drive, Corpach, Fort William, PH33 7LS



Treasurer Report

September 2011

The balance in the bank account at the start of this financial year was £1971.90

As at the 9th. September we have received into the account £670 pounds in newsletter sponsorship money and £2000 in grant from the Highland Council for the web site. We also have received the small amount of 43 pence in interest.

Amounts paid out this year to date as at the 9th. September are £1047 towards the domain name of www.kilmallie.org.uk and a 50% deposit towards the production of the website, and £43 in hall hire for our meetings.

Following receipt of audited accounts for 2008/2009 and 2009/2010 we have confirmation we will receive a grant sum of £741 from the Highland Council.

We have a cheque for £50 for donation to the newsletter banked and awaiting processing through the bank

We have a liability of approximately £1500 to pay on completion of the website. A liability of £42 for hall hire for June and August. A liability of £40 for the KCC Corpach in Colour Salver and a liability of £40.96 for stationery costs for the Newsletter.

The direct debit of £35 for data protection has yet to be processed.

We need to join VAL at £15.00 to get the discount on franking for our newsletters

The bank balance as at the 9th. September was £3552.33

A note to members that the Bank of Scotland no longer pay interest on their Treasurer Account but continue not to charge for transactions. I will investigate the interest paid on other bank accounts but do not hold out much hope for a decent interest paying account with no transaction fees payable at this time.



COMHAIRLE COIMHEARSNACHD CILL MHÁLAIDH
KILMALLIE COMMUNITY COUNCIL

BREAKDOWN

Opening Balance 1971.90

Monies in

Newsletter	670.00	
Website Grant	2000.00	
Interest	<u>.43</u>	<u>2670.43</u>
		4642.33

Monies out

Website Domain		
Name & deposit	1047.00	
Hire of Hall	<u>43.00</u>	<u>1090.00</u>

Balance at Bank 09/09/11 **£3552.33**

Monies to be processed in

Newsletter	<u>50.00</u>
	£3602.33

Monies to be processed out (committed)

Website (approx)	1500.00	
Hall Hire	42.00	
Salver	40.00	
Newsletter stationery	<u>40.96</u>	<u>1622.96</u>
		£1979.37

Further monies to be processed out

Data Protection	35.00	
VAL membership	15.00	
Franking (unknown)		<u>50.00</u>
		£1929.37

Grant monies yet to come in this Financial Year approximately £741 and to be added to above totals on receipt.

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caring, engaging, listening, representing, making a difference locally