

**Minutes of the
Rhu and Shandon Community Council
Annual General Meeting
Wednesday 13th June 2018
Held in Rhu Community Hall**

In attendance:

Rhu & Shandon CC:

Councillors/Guests/Public:

Fiona Baker (FB)
Linda Black (LB)
Jean Cook (JC)
Linda Duncan (LD)
Jim Duncan (JD)
Peter Knox (PK)
Tim Lamb (TL)
Jack Rudram (JR)

Cllr George Freeman (GF)
Cllr Barbara Morgan (BM)
PC Ian Mustarde(MDP) (IM)
PC Fiona Thain (PS) (FT)
Kevin Johnstone (KJ)

Topic	Minute	Decision/Action
1. Apologies:	1. Apologies were received from:: Olivia Birch, Derek Hall Andrew Nicholson, Adele McGookin	
2. Minutes of meeting held 13th June 2017.	2. The minutes were considered.	The minutes were accepted.
3. Financial report for year ending March 2018.	3. The financial report was presented by the Treasurer (LD). The income and expenditure report for the financial year 2017/2018 was presented and a copy can be found on the website.	The financial report was accepted.
4. Secretary's report for the period from June 2017 to April 2018.	4. The Secretary's report was presented. (JC) and can be found on the website. This details the attendance at meetings of members Councillors, Police and MOD representatives and the general public. No special meetings were held .	The Secretary's report was accepted.
5. Convenor's report for the period from June 2017 to April 2018.	The Convenor's report was presented (JR) and can be found on the website. This is a whistle-stop tour of the activities of the Council since the last AGM in June 2017	The Convenor's report was accepted.

6. Confirmation of Office Bearers for the next 12 months.

Office Bearers were elected at the Inaugural meeting held May 15th 2018. These are confirmed as:

Convenor	Jack Rudram
Deputy Convenor	Jim Duncan
Treasurer	Linda Duncan
Secretary	Jean Cook

7. Housekeeping Appendix 4

- a) The Declaration of Interest Policy provided by A&B was considered and accepted.
- b) The Model Complaints Procedure was considered and accepted.
- c) It was agreed that as the Secretary is the Data Controller registered with ICO, it would make sense for the same person to be the Data Controller for the Community Council.
- d) The Privacy Notice was amended to take account of the fact that the servers used by MailChimp, which is used for distributing Newsletters to the Community, are located in the USA . Otherwise the Privacy Statement supplied by A&B was accepted.

It was unclear to the committee why items a and b could not have been included in the Scheme dated 2018.

It was agreed to forward the completed items c and d to the Area Governance Officer, flag all 4 items in the next Newsletter and post them on the website.

Action JC

8. Co-option of Kevin Johnson

Proposed JC seconded LD.
The Co-option form will be forwarded to CCLO

Action JC

The background for items 9, 10 and 11 is contained in Appendix 5 which was circulated before the meeting

9. Use of e-mails for Community Council Business

This will include making decisions by email in the following circumstances:

- a. When there is no convenient meeting scheduled and the business does not justify a specially convened meeting of the CC.
- b. When time is short and there is no routine meeting within the time period for a decision, and it is not possible to convene a special meeting

The full details of the procedure for this are included in Appendix 5.

Proposed JR, Seconded FB and carried unanimously..

The proposal to alter the Constitution will be sent to A&B Council for their approval, and thereafter will be added to the Standing Orders.

Action JC

10. Formation of subgroups

The following groups were agreed:

- Planning: JR, JD, FB
- Communication: JC, LD, PK
- Knotweed: JC, PK

11. Appointment of Representatives

There are a number of areas of interest where it is helpful to have a Member of the R&S CC take a lead in monitoring external activity, guiding the Council on formulating a view, and representing the Council to and at external meetings when relevant.

The following areas of interest and lead members were agreed:

- Licensing: Andrew Nicholson
- Health Matters: Linda Black
- Beach Cleaning: Peter Knox
- Conservation Area Appraisal: Fiona Baker

12. Meeting schedule for next 12 months

Ordinary meetings will be held on:

- August 8h 2018
- October 10th 2018
- December 12th 2018
- February 13h 2019
- April 10th 2019

The 2019 AGM will be held on June 12th

Any Special Meetings will be arranged as required

8. AOB

There was no other business. Meeting closed at 19:56.