

APPROVED Minutes 73 Tynron Community Council Post Election Meeting 21 July 2016

Present: Darren Burns (Returning Officer), Sue King-Smith, George Freeborn, Linda McDonald, Sue Hall, Sophie Armstrong, Harry Cowan, Keith Lewis and Mary Newbould.

1. The Returning Officer Darren Burns thanked everyone for their on-going commitment and patience. He stated that D & G Council were looking at how they could support Community Councillors and meet their training needs.
2. **Appointment of Chair** Sue King-Smith Proposed by Linda and seconded by George.
3. **Appointment of Vice Chair** Harry Cowan Proposed by Mary and seconded by Keith
4. **Appointment of Secretary** Linda McDonald Proposed by Mary and seconded by Harry
5. **Appointment of Treasurer** Mary Newbould Proposed by Harry and seconded by George
6. **Appointment of Examiner of Accounts** It was agreed that Mary would confirm with Cameron Osborne that he was willing to continue as Examiner.
7. **Other Office bearers. Minute Secretary** – Sophie kindly agreed to continue to write the Minutes.
8. **Co-option** - It was agreed not to co-opt any additional members.
9. **Appointment of Committees** – It was agreed to discuss a Community Resilience Working Party at a later date.
10. **Certified statement of Assets and liabilities** Current finances to be discussed at next meeting.
11. **Public Liability Cover** Mary stated that CC functions were covered under the Hall's Insurance. The Council also took out insurance on the CC's behalf. Mary agreed to investigate the cover to ensure that the CC is fully insured.
12. **Application for D & G Council's Discretionary grant for 2017** Application form was passed to Mary as Treasurer.
13. **Constitution and setting date for AGM or EGM to adopt it.** The template Constitution was agreed with the following inclusions – AGM will normally be held in May. Cheque Signatories- Treasurer, Secretary and Chair. It was decided that the Constitution should be adopted at an AGM to be held at the start of the September meeting. Darren Burns pointed out that if there was any problem with adopting the Constitution at this meeting, there would not be enough time to call an EGM before the 3 month deadline.
14. **Identification of training needs** Linda will circulate a form to ask Councillors to specify their requirements.
15. **Completion of Data Protection Forms** - Forms were completed by each Councillor.
16. **AOCB Minutes** - It was agreed that Draft Minutes of meetings would be displayed at the Hall, circulated via e-mail and put on the Tynron website as soon as possible after each meeting. Once approved at the next Meeting, the Minutes would be sent to the D & G Council and placed on the Tynron website.
17. **Date and time of CC meetings** - It was agreed that meetings would be held on the 4th Monday of each odd month at 7.30pm in Tynron Parish Hall. (This avoids the Bank Holiday in May)
26th September 2016 (Plus AGM), 28th November 2016, 23rd January 2017, 27th March 2017, 22nd May 2017, 24th July 2017