

**Inaugural Meeting of Dullatur Community Council**  
**5pm, 25<sup>th</sup> October 2019**  
**Dullatur Village Hall**

Elected Members Present: -

Alan Davidson  
Ian Ferguson  
Margaret Kennedy  
Vivien Mitchell  
Clare Ross  
John Wright

The Inaugural Meeting was called to order and followed a protocol for Inaugural Meetings set by North Lanarkshire Council in the Scheme of Establishment.

**AGENDA ITEM 1.**

***Membership of the Community Council.***

The new Members of the Dullatur Community Council for a period of 4 years, to October 2023, are: -

Alan Davidson  
Ian Ferguson  
Margaret Kennedy  
Vivien Mitchell  
Clare Ross  
John Wright

**AGENDA ITEM 2.**

***Appoint a Chair.***

Nomination: **Alan Davidson** by John Wright & seconded by Margaret Kennedy. No-one otherwise minded. Alan Davidson duly elected as the Chair of Dullatur Community Council until the next AGM.

Alan Davidson chairs the meeting hereafter.

**AGENDA ITEM 3.**

***Appoint a Vice-Chair.***

Nomination: Alan Davidson puts it to the Community Council that his view is that a Vice Chair position should be abstained and he will appoint a Vice Chair position from the elected members to chair meetings in his absence. No-one otherwise minded.

**AGENDA ITEM 4.**

***Appoint a Treasurer***

Nomination: **Clare Ross** by Alan Davidson & seconded by Vivien Mitchell. No-one otherwise minded. Clare Ross duly elected as the Treasurer of Dullatur Community Council until the next AGM.

The Ex-Treasurer gave over the Pay-in & Cheque Books to the new Treasurer.

## **AGENDA ITEM 5.**

### ***Appoint a Secretary***

Nomination: **John Wright** by Ian Ferguson & seconded by Alan Davidson. No-one otherwise minded. John Wright duly elected as the Secretary of Dullatur Community Council until the next AGM.

## **AGENDA ITEM 6.**

### ***Operational Matters***

Agenda Item 6 should be incorporated into the Inaugural Meeting Minutes as a pre-requisite of North Lanarkshire Council.

1. Background
2. Liaison Arrangements
  - Financial Arrangements
  - Data Protection & Community Councils
  - Establishments of Complaints Procedure
    - i. Stage 1 - Front Line Resolution
    - ii. Stage 2 – Investigation
3. Equality & Diversity
4. Implications
5. Measures of Success
6. Supporting Documents
  - Data Protection & GDPR (Appendix 1).
    - i. Policy Statement
    - ii. Privacy Notes
    - iii. Social Media & Community Councils Guidance Notes
    - iv. Social Media Draft Policy
  - North Lanarkshire Council Complaints Procedure (Appendix 2).

All parts of Agenda Item 6 points accepted and no-one otherwise minded.

### ***Other Items.***

- It was requested by the Treasurer that a bouquet of flowers would be in order for the previous Secretary for her years of service to the Dullatur Community Council. This was seconded by the previous Treasurer, Margaret Kennedy noting it was customary for £25 to be in order for this situation. No-one otherwise minded.
- It was noted that the bank details should be changed at the Community Council Bank. The ex-Treasurer and Ex-Secretary be removed and the New Treasurer and New Secretary be added for both the Treasurers Bank Account and Maintenance Bank Account. The signing rules on the Bank Mandate to be updated that any 2 of the approved signatories be able to sign for any amount.

## **AGENDA ITEM 7.**

### ***Scheme of Establishment of Community Councils***

Agenda Item 7 should be incorporated into the Inaugural Meeting Minutes as a pre-requisite of North Lanarkshire Council unless otherwise amended.

1. Scheme for Community Councils.

- a. Appendix 1. – Electorate Numbers as at 26-09-2019
- b. Appendix 2. – Authorised Members of Community Councils.
- c. Appendix 3. – Model Constitution for Community Councils.

*It was discussed that whilst Dullatur Community Council is unique in owning the Village Hall as a major fixed asset the Model Constitution should be adopted as the **Dullatur Community Council Constitution**.*

*No-one otherwise minded.*

- d. Appendix 4. – Model Standing Orders.

*The Model Standing Orders were accepted as **Dullatur Community Council Standing Orders***

- e. Appendix 5. – Code of Conduct for Community Councillors.

All parts of Agenda Item 7 points accepted and no-one otherwise minded.

A schedule of meeting dates will be posted with the next meeting date being set for Monday 11<sup>th</sup> November 2019 at Dullatur Village Hall.

The chair thanked everyone for attending, welcomed the new office bearers and members of the Dullatur Community Council and closed the meeting.