

Clarkston Community Council Inaugural Meeting Minutes

Date: Wednesday 9th October 2019

Time: 7pm to 8.10pm

Venue: Clarkston Community Halls

Attendees: Rebecca Nicholson, Crawford Nicholson, Gillian Cox, Greg Chalmers, Neal Ross, Elena Rose Job, Brian Dillon, Pamela Graham, Ian Bell, Christopher Kelly, Maryam Imran, Linda Allan, Vincent McCulloch (Community Council Liaison Officer East Renfrewshire Council)

Apologies: Julie Flaherty, Tracy Dickson

(The first part of this meeting will be chaired by Vincent McCulloch, Community Council Liaison Officer, East Renfrewshire Council).

1. Recording of members present and apologies received.
 2. Report on signatures of the Declaration of Acceptance of Office.
 3. Election of office bearers.
Chairperson
Vice Chairperson (optional)
Secretary
Treasurer.
- *At this point control of the meeting will be passed to the newly elected chairperson.
4. Adoption of Model Constitution and Model Standing Orders.
 5. AOCB
 6. The Chairperson will invite comments from community council members who wish to raise matters of interest.
 7. The Chairperson will invite comments from members of the public who wish to raise matters of interest.
 8. The CC shall agree the date and time of the next meeting.
 9. Meeting closure

Meeting Minutes

Meeting is chaired by Vincent McCulloch (VM) until election of office bearers

1. Attendance and Apologies received. It was noted that a member's attendance would be affected due to circumstances. Tracy Dickson attendance would be affected due to ill health and VM suggested would CC members consider absence for ill health until she has recovered to attend future meetings.
2. Declaration of Acceptance of Office forms signed and returned by all members present. VM wrote a report on Code of Conduct for Community Councils which will be sent to Secretary and can be sent to members.
3. Election of Office Bearers

Office Bearer Role	Elected CC Member	Proposer	Seconder
Chairperson	Rebecca Nicholson	Brian Dillon	Pamela Graham
Vice Chairperson	Brian Dillon	Crawford Nicholson	Gillian Cox
Secretary	Maryam Imran	Ian Bell	Linda Allan

Treasurer	Christopher Kelly	Rebecca Nicholson	Maryam Imran
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Notes for office bearers from Vincent McCulloch:

- Vincent will continue to publish meeting times and dates, agenda and minutes on East Renfrewshire Council (ERC) website.
- Secretary will book venue for future meetings, will also organize £40 Data Protection fee annually. Treasurer to setup bank account ERC can handover £1700 to Clarkston Community Council.

New Chair Rebecca Nicholson (RN) chairs meeting from this point.

4. Adoption of model constitution – VM explained ERC has provided this model constitution for the community council. All members were provided this at last meeting and one member received tonight a copy. If ERC wanted to change the constitution in future, they would have to consult us for approval. Important to look over terms especially around officer bearers. Queried if constitution would be suitable with aims and objectives for fundraising purpose if required for events or pieces of work. VM confirmed the constitution on would be suitable for that purpose, the main changes from the past constitution was regulations of behavior and codes for members. Model Constitution is thus adopted by Clarkston Community Council (CCC).
5. AOCB

Scottish Water – Scottish Water works are to begin in Overlee Park in January 2020 which involves the closure of Viaduct Road for a period of time and the lower pitches will also be impacted while work is carried out on them. As part of community payback Viaduct Road will be resurfaced and lighting maintained. Scottish Water will be carrying out critical work but aware of local community's reaction and feedback so keen to build relations. Cllr Annette Ireland who was planning to attend and inform the council tonight but had send apologies due to illness. Cllr Ireland has been involved in this local development and would like CCC to be aware and if possible to attend a meeting tomorrow (10/10/2019). There is also work being carried out in Busby Glen.

Feedback and Actions

- The Secretary can attend meeting tomorrow on behalf of CCC.
- Concern raised that we are not representing the community, we are newly formed and cannot represent. Attendance of meeting should be to gather information and feedback to CCC.

Attendance of Local Councillors, MEP, MP, MSP – VM informed CCC members that local elected councillors for Clarkston in Ward 4 are ex official members of CCC. CCC will have the responsibility to invite the councillors as well as the local MEP, MP and MSP. Members of the public are welcome to attend the meetings and if resident in Clarkston can offer comments at the end of agenda items. The meeting is open to members of the public, however if members attend who do not reside in Clarkston, we would have to manage how we interact with such members. VM will still continue to notify local councillors of the CCC meetings in future.

CCC Members representation at external events and meetings –It was noted that members who attend events and meetings as individuals and would like to represent CCC would have to inform CCC prior to attendance and await response from members about where representation would be appropriate according to the specific event or meeting.

Email sharing – VM will write to each member and request if they would permit for their email to be shared with CCC. VM will also share information about Data Protection with each member. CCC will have to setup own email which will be undertaken by the Secretary. Tips around email

communication and courtesy were also shared about keeping emails as communications that are polite and concise.

Co-Opted Members – VM has a few people interested in joining CCC and would like to raise our awareness for the purpose of permitting them to join as co-opted members. The three people are as follows:

1. Claire Wright whom presented a nomination originally with the newly forming CCC members, but nomination sender was not residing in Clarkston according to the Electoral Register.
2. Valerie Brown is interested in joining.
3. Alan MacDonald is moving from Giffnock and would be interested in joining.

VM explained that ERC requires us to observe the process when co-opting members. We would have to propose and approve the co-option of individuals who want to join as co-opted members. CCC will move forward with VM will making necessary checks on electoral register and contacting the individuals for their intention to join and the necessary forms to join.

Engagement between community council and local community – It was raised how best to engage the local community of Clarkston now CCC has been formed. VM explained that social media use of Facebook Page has been successful as an engagement tool. ERC will also publish meeting minutes, agendas, times and dates of meetings. CCC can lead our own communications and if desired we could look at web development. VM suggested Ross Leggat who is the secretary of Uplawmoor Community Council and if we have funds can pay for a website to be developed by Ross. It was also suggested to involve local schools which would be a very positive relationship. It was noted that there have been difficulties with schools and community councils in past when it comes to developments about building more facilities on school space which is also used and beneficial to local community. There has been a previous mapping exercise of Clarkston which could be updated with the stakeholders and facilities that fall within CCC boundaries. This could help inform who are the stakeholders in Clarkston .

Community Updates – It was queried if possible for CCC to be informed of any local complaint or feedback to ERC. VM informed this would not be possible but CCC would be eligible to Police Scotland attending meetings and presenting a report for CCC about Clarkston.

Meetings – It was agreed we would meet monthly except December due to it being a busy time of year. Next meeting will be held on Wednesday 6th November at 7pm in Clarkston Halls. VM will book the venue for next meeting and will pass on booking arrangements to Secretary for future bookings.

Request for Agenda Items for Next Meeting – Organisations that CCC could ask to attend for future meetings – Police Scotland, the local contact VM will send to Secretary; I Love Clarkston and BID manager Andy Dunlop to find out what they do, avoid any duplication of effort from CCC and way forward for communication and relationship; Shirley Ashe from Voluntary Action whom already hosts community conversations.

Members Priorities for CCC

- Improvement for local park Tinkers on Seres Road;
- Development of Central Hub on Busby Road that houses community facilities, bank, post office and youth club in evenings
- Climate Challenge
- Litter problem in Clarkston especially in Tinkers, need to balance bins and rubbish collections

- Traffic volume and speed, too many traffic jams and not being alleviated, more traffic on main roads.
- Parking problems in shopping area and Busby Road, issues with roof top car park in Clarkston, need for more disabled parking
- Traffic and parking at Carolside Primary School, too many near hit incidents; not enough response from police and parking wardens, need to look at one-way system around school
- Ask the community what they would like to see as priorities – look at developing survey/questionnaire and be mindful not only online engagement but face to face is important too.

Antisocial Behaviour – it was noted CCC members are not too concerned with antisocial behavior at the current time and noted isolated incidents like the stabbing that took place at Overlee Park.

Social Media – its important for CCC to have social media prescence and have our own dedicated page. Also helpful to involve other local social media groups and pages for Clarkston. Will need to discuss on how to communicate and moderate effectively. CCC still very new so no rush.

Scottish Water meeting – important to not represent any views on behalf of CCC and local community and just attend for information gathering and understand what is happening. Would be good to hear about community payback on offer to residents of Viaduct Road and local community affected by the works.

CCC Planning – Suggested and agreed to use next few meetings to plan the way forward for CCC.

Community Council Good practice – We can observe other community council meetings and also look at online resources to help us learn about good practice. Knowledge Hub and www.khub.net and Scottish Community Councils at www.communitycouncils.scot were suggested as good online resources. The example of Craigton Community Council was also highlighted as good practice.

Actions

- Setup new email to start communication by Secretary.**
- Secretary to send draft minutes to members.**
- VM will write to CCC members requesting for emails to be shared and then will send to RN and MI.**
- Treasurer to start setting up bank account process.**
- Secretary to attend Scottish Water meeting tomorrow. Chairperson will send over meeting details.**

Meeting Finished.

Next Meeting – Wednesday 6th November at 7pm at Clarkston Community Hall

Meeting Minute Author

Name: Maryam Wasim

Date Completed: 10/10/2019