

AGENDA

1. INTRODUCTION
LIST OF MEMBERS (circulated)
2. APPOINTMENT OF CHAIRMAN (Para 10(c) of Scheme) *G. Randall*
3. APPOINTMENT OF VICE CHAIRMAN (Para 10(c) of Scheme) *J. Morie*
4. APPOINTMENT OF OFFICERS (Para 10(c) of Scheme)
 - a) SECRETARY *Nora Smith*
 - b) TREASURER *McDonald*
5. APPOINTMENT OF AUDITOR (Para 12(a) of Scheme) *Mr. Hurd*
6. CONSTITUTION (Model of a Constitution circulated)
7. FINANCIAL ARRANGEMENTS (Para 12(1) of Scheme)
8. CODE OF PRACTICE
9. FUTURE MEETING ARRANGEMENTS (Para 10 of Scheme)
10. ANY OTHER BUSINESS APPROPRIATE FOR FIRST MEETING

PORTOBELLO COMMUNITY COUNCIL

Minutes of 1st Annual General Meeting of Portobello Community Council, held
in the Lesser Hall, Portobello Town Hall, on Monday 4th October 1982, at 7.30 p.m.

*Proposed Mr. Hosie.
Seconded Mr. Kyle.*

Chairman

Councillor J. Stanley Cavaye

Present

Ms. M.C. Amos, Ms. S.S. Brown, Ms. R.A. Bullen, Mr. A. Calder, Mr. P.D. Elliot,
Mr. D.N. Herd, Ms. B.E. Heron, Mr. J.D. Hosie, Ms. M. Jenkins-Thomas, Mr. T. Kyle,
Mr. W.S. McDonald, Ms. H. Reid, Mr. G.W. Rendall, Ms. M.M. Shepherd, Mr. R.L. Sinclair,
Ms. N.F. Smith, Ms. M. Waugh, Ms. M. Whitehead, Mr. R.M. Aitken, Ms. E. Cairns,
Mr. G.A. Cooper, Ms. L. Davidson, Mr. W. Davidson, Mr. H.A. Dawson, Mr. J. Dykes,
Mr. H.E. Fitzsimmons, Ms. C. Gay, Ms. J. Hepburn, Mr. A. Hunter, Ms. C. Kilgour,
Ms. M.R. Lang, Ms. S. Lawrie, Mr. D. Third, Ms. I. Thomson

Ex Officio Members: Dr. G. Strang, M.P, Councillor Ian S. Berry,

Councillor Rt. Hon. Ian R. Hoy, Councillor Paul C. Martin *C. Ward. Com. Burke.*

Apologies

Councillor David H. Brown, Councillor Mrs. Violet Oliver, Mrs. S.M. Westwood,
Mr. W. Westwood, Mr. M. Grainger, Mr. J.S. Morrison

In attendance

Mrs. J. Sinclair, Mrs. M. Slight, Edinburgh District Council

1. INTRODUCTION

Councillor Cavaye opened the meeting by explaining that, as Returning Officer for the Portobello Community Council area, it was his duty to chair the first meeting of the Community Council and to see it on its way. He announced that two further bodies had registered in the area - The Inner Wheel of Portobello, and the Portobello Tourism and Development Association. It was agreed that these two bodies should be represented on the Community Council by Mrs. J. Scott and Mr. Bryce respectively. The Chairman then asked each of the members to stand up and introduce themselves so that everyone might know who they were.

2. APPOINTMENT OF CHAIRMAN

There were two nominations for Chairman - Mr. G. Rendall, proposed by Ms. Cairns and seconded by Mr. Dawson, and Mr. J.D. Hosie, proposed by Mr. Kyle and seconded by Ms. Whitehead. A vote was taken and Mr. Rendall was appointed by 19 votes to 14.

3. APPOINTMENT OF VICE CHAIRMAN

There were two nominations for Vice Chairman - Mr. J.D. Hosie, proposed by Mrs. Jenkins-Thomas and seconded by Mr. Kyle, and Mr. R.L. Sinclair, proposed by Ms. Reid and seconded by Ms. Bullen. Mr. Hosie was almost unanimously appointed as Vice Chairman.

4. APPOINTMENT OF OFFICERS

a) Secretary - There were two nominations for Secretary - Ms. N. Smith, proposed by Ms. Cairns and seconded by Ms. Thomson, and Mr. R.L. Sinclair, proposed by Mr. Aitken and seconded by Mr. Kyle. A vote was taken and Ms. Smith was appointed by 16 votes to 13.

- b) Treasurer - Mr. W.S. McDonald, proposed by ~~Mr. Hosie~~ ^{Mrs. Waugh. 9R} and seconded by Ms. Amos, was appointed Treasurer.

5. APPOINTMENT OF AUDITOR

Mr. D.N. Herd, proposed by Mr. Hosie and seconded by Mrs. Jenkins-Thomas, was appointed Auditor to the Community Council.

6. CONSTITUTION

The Chairman referred to the Model Constitution which had been circulated along with the Agenda for the meeting. Mrs. Sinclair pointed out that this Constitution had been approved by the District Council and was merely intended as a guideline. However it was important to bear in mind that all Constitutions have to be approved by the District Council and must be read in conjunction with the Scheme approved by the Secretary of State. It was also pointed out that it would be helpful if the Constitution adopted by the Community Council could follow the same headings as this model.

Mrs. Sinclair pointed out that under Paragraph 2 - Functions, the words "functions which may be allocated to the Community Council from time to time by the City of Edinburgh", could be altered to read "functions which may be agreed between the Community Council and the City of Edinburgh from time to time".

It was agreed that no further action should be taken on the Constitution at this meeting and the matter was continued for consideration at the next meeting of the Community Council.

7. FINANCIAL ARRANGEMENTS

The District Council have agreed that an annual payment of £700 plus 2p per head of the total electorate of the Community Council area will be paid to each Community Council. In the case of Portobello, for the financial year 1982-83 this payment would be on a pro rata basis, backdated to 3rd June 1982. With an electorate of 12,188, this would amount to approximately £750 for the financial year 1982-83.

Before this administrative grant can be paid to the Community Council, they must forward to the District Council:

- a) A copy of the Minute signed by the Chairman and Secretary as to the identity of the Treasurer;
 - b) The resolution to open a Bank Account in the name of the Community Council;
 - c) Authority to sign cheques.
- a) The Treasurer, appointed at this meeting, is Mr. W.S. McDonald.
 - b) It was agreed to open an Account in the name of the Portobello Community Council at the Bank of Scotland.
 - c) It was agreed that all cheques drawn against this Account should be signed by the Treasurer and one other office-bearer.

Proposed by Mr. Kyle and seconded by Mr. Hunter.

8. CODE OF PRACTICE

The District Council have agreed a Code of Practice for the exchange of information which gives details of Information and Consultation Procedures between the District Council and Community Council, and also Channels of Communication with Public Authorities. Copies of the Code of Practice were issued to the Office Bearers appointed at the meeting.

9. FUTURE MEETING ARRANGEMENTS

The Community Council is required to have at least six Public Meetings per year. It was agreed that the next meeting of the Portobello Community Council would be held on Monday 1st November 1982, at 7.30 p.m. in the Lesser Hall, Portobello Town Hall. At that meeting the dates of future meetings would be discussed.

There being no further business, the meeting closed with a vote of thanks to the Chairman.