

GLENFARG COMMUNITY COUNCIL Annual General Meeting

Monday 28th October 2024 7:30 Glenfarg Village Community Hall

AGENDA

1. WELCOME AND INTRODUCTION
2. APOLOGIES
3. APPROVAL OF OCTOBER 2023 AGM BUSINESS MEETING MINUTES
4. ADDRESS FROM THE CHAIR COVERING THE PERIOD 2023-2024
5. ANNUAL FINANCIAL STATEMENT
6. ANNUAL PLANNING STATEMENT
7. APPOINTMENT OF OFFICE BEARERS
8. APPOINTMENT OF SUB COMMITTEES

Planning

Emergency Plan

Transport

Communications and Media

Lochelbank Wind Farm Panel

Data Controller

Minute Secretary

9. APPOINTMENT OF FINANCIAL AUDITOR
10. MEETING DATES FOR AGM AND BUSINESS MEETINGS IN 2025

CLOSE OF MEETING

CCllr I. Pilmer GCC Secretary

GLENFARG COMMUNITY COUNCIL - MINUTES OF ANNUAL GENERAL MEETING

Held on Monday 28th October 2024 at 7:30pm, Glenfarg Village Hall

PRESENT: CCllr Fraser, CCllr Pilmer, CCllr Ponton, CCllr Smart, CCllr Murray, CCllr Macleod and CCllr Christie

1. WELCOME AND INTRODUCTION:

GCC Chair CCllr Fraser welcomed everyone present to the meeting and explained what the format of the meeting would be.

2. APOLOGIES

None recorded.

3. APPROVAL OF OCTOBER 2023 AGM BUSINESS MEETING MINUTES

Proposer: CCllr Ponton, Seconder: CCllr Macleod.

4. ADDRESS FROM THE CHAIR COVERING PERIOD 2023-2024

Douglas Fraser Chair GCC

Chairman's Annual Report

23 October 2024

Glenfarg CC AGM

Chairman's Annual Report

It's been another busy year for the Community Council. Several specific areas of interest for the community have resulted in good attendance at our regular business meetings over the year.

At the previous AGM in 2023 we identified a few specific topics that required attention these being.

- Flood Risks in the village
- Speeding in the Main Street
- Bin Wind Turbine Community Fund

Thanks to the input from CCllr Geoff Christie with the support of our PKC Councillors we have made good progress on identifying improvements that will reduce the risk of flooding. There is still work to be done on this subject to keep Glenfarg on the radar for the PKC officers and work towards further improvement.

The speeding on Main Street continues to be an issue, however the conversation on National speed limits in the rural areas, which Drew Smart has responded to, is currently underway. It is hoped that this will result in a strategy that will move towards a safer environment.

The Bin Turbine Community Fund appears to be settling into its long-term management structure with the appointment of Community Directors currently underway. Sean Murray has successfully navigated the application to Foundation Scotland for our microgrant allocation and Margaret Ponton continues to be our principal point of contact with the energy group. Time will tell how the general grant allocation will go as there are several factors which impact the amounts available for the four communities involved.

In addition to the matters, we identified a year ago we have had other subjects to consider.

The Water Treatment works liaison group has been meeting every two months to discuss residents' concerns. This forum will be even more relevant when the major construction works commence next year.

Anti-social behaviour in the village has concerned a few residents which we will monitor, and we will work with our local councillors to find a way forward to mitigate this.

One area where there has been a huge positive impact on the village is the development of the Community Bus Group led by Drew Smart. This initiative is being widely admired by other rural communities as a public transport model that works.

On the financial front Sean has brought our management controls into the modern world. We now have online banking and streamlined reporting. Well done for sorting this out.

The development of a central social space at the Community Centre appears to be gaining traction. The concept drawings have been widely acclaimed, so we wish the organising group success in bringing this exciting project into the construction phase.

I thank Mrs Watson for supporting the Glenfarg.org website and CCllr Christie with the Newsletter and extend a further thank you to Mr MacPherson for his support with our media and internet.

Also much appreciated is the continuous support we get from all of our ward councillors who have been instrumental in getting the Glenfarg voice heard within PKC.

In the coming year our focus will be to.

- Monitor the impact of the WTW on the community and work with Scottish Water to control this.
- Observe any anti-social behaviour in the village and bring this to the attention of the relevant authorities.
- Further identify any ongoing flooding issues and bring these to the attention of the Council.
- Committee Council engagement in the various committees and group meetings so that Glenfarg's needs are fully recognised.

Finally, before closing I would like to pay a special thanks to CCllr Ian Pilmer for his unstinting work as Secretary. Without Ian's guidance the role of Chair would be a lot harder.

Thanks to you all

Douglas

Douglas Fraser, Chair

Glenfarg Community Council

Additionally, CCllr Ponton proposed an extended a "thank you" to the Chair for his due diligence, professionalism and integrity for the year of his being GCC Chair. This was seconded by those CCllrs in attendance.

5. ANNUAL FINANCIAL STATEMENT:

The Treasurer, CCllr Murray, gave a detailed statement of the financial accounting period August 2023 to August 2024 for the GCC as per the two following pages Cllr Murray has altered the format of the accounting records to make it easier to read:

Accounting Information 2023 to 2024 per the Addendum.

Annual Financial Report Summary of Financial Year 2023-2024 report as follows:

Action Points Completed/Accomplished 23/24:

- All Glenfarg Community Council Bank Accounts Online and all payments now made through Bank Transfer.
- Simplified the movement of money and the reporting of the finances, along with making the annual accounts easier to produce and understand.

- Opened a new Bank Account named Glenfarg Community Council-Micro Grants. This allows tracking of Micro-Grant Balances and money paid out.
- Grant awarded for putting up and taking down Christmas Lights, as well as storage and insurance paid to PKC.
- New Micro-Grant available to (Binn Skips Wind Farm) local community.
- Two-person authentication now required for all money transfers, gives Treasurer legal protection.
- Growth of Newsletter Advertising Income.
- Retention of Website and Website URL.
- Accounts verified by Auditor **Isla Craig** for year 23/24. 24/25 Action Points to work towards:
 - Create new form for application of Micro-Grant's. This form will be online on the website and will send an email with the filled in application directly to the Treasurer. Then a further link to submit receipts when micro-grant money has been spent. The form will also include a new section for bank details of where the money is to go.
 - Transfer Money from Newsletter Account to new Micro-Grant Account

Current Balance of Accounts as of 28/10/2024:

Glenfarg Community Account- Treasurer Account: £94.62

Glenfarg Community Account- Micro-Grant Account: £0

Glenfarg Community Account- Newsletter Account: £7336.85

Copy of 2023 to 2024 accounts as an Addendum

6. ANNUAL PLANNING STATEMENT

Cllr Christie stated an overview of the Planning period from 2023 to 2024, in the as follows:

AGM Planning Report 2023 - 2024

The Overall Planning Report (OPR), as accrued in Excel Spreadsheet format for the GCC, covers the Business period 2023 to 2024. This OPR is available from the Planning CCllr and or the Secretary.

The most noteworthy applications commented on were: 1. a Duncreevie development whereby the GCC could not support this Planning Application in accordance with

important and relative matters. Most other applications relating to Private Applications are of a small nature such as extensions and refurbishments.

2. A major construction at the Scottish Water Treatment Plant was noted as still to be started for this impending three-year plus project and that full planning approval was being readdressed for several factors by PKC Planning as well as a Scottish Water financial reappraisal. It is expected that the works shall commence in early 2025.

7. APPOINTMENT OF OFFICE BEARERS

CCLr Fraser, GCC Chair for the AGM announced that he was standing down as Chair although will carry on as a CCLr. This was accepted by those CCLrs present and following a lengthy discussion CCLr Ponton offered to take on the position as Chair for the 2024 to 2025 period.

It was discussed further about other Business Meetings that are called on for the GCC to attend and it was agreed that CCLrs would be required to take on their fair share of attendances through out 2025. This was agreed by the CCLrs present.

Secretary position will be retained by CCLr Pilmer and the Treasurer position retained by CCLr Murray. Those positions were agreed by the CCLrs present. Therefore: Chair - CCLr Ponton, Secretary - CCLr Pilmer, Treasurer - CCLr Murray.

CCLrs holding their positions are Douglas Fraser, Drew Smart, Geoff Christie, Kevin Macleod who all remain part of the GCC.

Position of Vice Chair was not confirmed because it was felt that should our new Chair CCLr Ponton not be present at a future Business Meeting then another CCLr shall act as Chair for that meeting.

CCLr Fraser offered to support the Treasurer during this coming term and this was agreed by those CCLrs present.

8. APPOINTMENT OF SUB COMMITTEES

The following were decided upon with one item to be confirmed at the next GCC Business Meeting.

Planning - CCLr Christie.

Transport - CCLrs Smart and Fraser.

Communications and Media, Lochelbank Wind Farm Panel, Data Controller, Minute Secretary - CCllr Pilmer.

Emergency Plan - to be discussed at the next GCC Business Meeting.

9. APPOINTMENT OF FINANCIAL AUDITOR

Treasurer Cllr Murray confirmed that Auditor Mrs I. Craig has reviewed the GCC's Financial year's accounts, and this will be confirmed with the PKC Community Team given the fact that the Finance account income/expenditure did not exceed £10,000.

10. MEETING DATES FOR 2025

All Mondays unless stated otherwise:

January 6th, March 3rd, May 5th, July 7th, September 1st, October (AGM) 27th, November 3rd.

AGM CLOSE OF MEETING

CCllr Fraser thanked all those in attendance. The meeting closed at 8:50pm.

The next Annual General Meeting of the Glenfarg Community Council is to be held at 7:30pm on Monday 27th October 2025, Glenfarg Village Hall.

Accounts- Glenfarg Community Council

GLENFARG COMMUNITY COUNCIL	Year 2022-2023		
STATEMENT OF INCOME AND EXPENDITURE			
FOR YEAR ENDED 31 Aug 2023			
Income:			
Balance B/FWD from 2022	584.58		
Administrative Grant	115		
Total:	699.58		
Expenditure:			
Accommodation Costs (Village Hall)	192.25		
Secretary Expenses	62.97		
Poppy Wreath	32.40		
Account Examiner Fee	0		
GCC Website/Domain Name	165		
Travel Expenses	0		
Community Council Stationary	0		
Chairman Expenses	204.99		
Total:	657.61		
Income minus Expenditure	41.97		
Account Balance 31st August 2023	41.97		
Surplus/Deficit To Date	0.00		
Bank Accounts:			
End of year	£41.97		
Receipts £	£699.58		
Payments £	£657.61		
Certified that the above accounts have been presented for examination and found correct with vouchers exhibited as of 31st August 2023			
Treasurer	Sean Murray	29/11/2023	
Chairperson	Douglas Fraser	05/09/2023	
Secretary	Iain Pilmer	21/09/2023	
Accounts Examiner	Isla Craig	29/11/2023	

Accounts- Glenfarg Community Council

GLENFARG COMMUNITY COUNCIL- GLENFARG NEWSLETTER	Year 2022-2023			
STATEMENT OF INCOME AND EXPENDITURE				
FOR YEAR ENDED 31 Aug 2023				
Income:				
Balance B/FWD from 2022	5427.16			
Newsletter Advertising, donations & subscriptions	875			
Village Shop Tin	261.42			
Foundation Scotland- Micro-grants	1486			
Total:	8049.58			
Expenditure:				
Newsletter Expenses (printing etc)	915.60			
Micro-grant Arngask Hall (Coffee Lounge)	250			
Micro-grant Glenfarg Transport Group	210			
John Armstrong Micro-grant- Information Board	296.54			
Tayside Contracts- (Christmas Lights)	714			
PKC Insurance (Phone Box & Christmas Lights)	22.40			
Micro-grant Village Hall (Arngask Hall)	300			
Micro-grant Janet Watson (Greener Glenfarg)	217.50			
Total:	2926.04			
Income minus Expenditure	5123.54			
Account Balance 31st August 2023	5123.52			
Surplus/Deficit To Date	0.02	Cheque overpaid by bank of £0.02		
Lochelbank Community Benefit Micro-grants:				
Previous Years Remaining Fund	£300.00			
Fund Available This Year	£1486.00			
Sub-Total	£1786.00			
Grants Awarded 2022-2023	£1274.04			
Remaining Fund:	£511.96			
Remaining Covid Recovery Fund in Total Account Balance:	£300.00			
Bank Accounts:				
End of year	£5123.52			
Receipts £	£8049.58			
Payments £	£2926.04			
Certified that the above accounts have been presented for examination and found correct with vouchers exhibited as of 31st August 2023				
Treasurer	Sean Murray	1/9/23		
Chairperson	Douglas Fraser	05/09/2023		
Secretary	Iain Pilmer	21/09/2023		
Accounts Examiner				

Accounts- Glenfarg Community Council

GLENFARG COMMUNITY COUNCIL	Year 2023-2024			
STATEMENT OF INCOME AND EXPENDITURE				
FOR YEAR ENDED 31 Aug 2024				
Income:				
Balance B/FWD from 2023	41.97			
Administrative Grant	558.03			
Money Transfer from Newsletter Account	100			
Total:	700			
Expenditure:				
Accommodation Costs (Village Hall)	131.25			
Secretary Expenses	101.78			
Poppy Wreath	38.40			
Account Examiner Fee	0			
GCC Website/Domain Name	95			
Chairman Expenses	152.55			
Total:	518.98			
Income minus Expenditure	181.02			
Account Balance 31st August 2024	181.02			
Surplus/Deficit To Date	0.00			
Bank Accounts:				
End of year	181.02			
Receipts £	518.98			
Payments £	700			
Certified that the above accounts have been presented for examination and found correct with vouchers exhibited as of 31st August 2024		Date	Signature	
Treasurer	Sean Murray	16/10/24		
Chairperson	Douglas Fraser			
Secretary	Iain Pilmer			
Accounts Examiner	Isla Craig			

Accounts- Glenfarg Community Council

GLENFARG COMMUNITY COUNCIL- GLENFARG NEWSLETTER	Year 2023-2024			
STATEMENT OF INCOME AND EXPENDITURE				
FOR YEAR ENDED 31 Aug 2024				
Income:				
Balance B/FWD from 2023	5123.52			
Newsletter Advertising, donations & subscriptions	1215			
Village Shop Tin	231.45			
Foundation Scotland- Micro-grants	1533.83			
Total:	8103.80			
Expenditure:				
Newsletter Expenses (printing etc)	701.40			
Tayside Contracts- (Christmas Lights)	696			
PKC Insurance (Phone Box & Christmas Lights)	25.87			
Micro-grant Janet Watson (Greener Glenfarg)	130			
Micro-grant Kate Armstrong (Glenfarg & Duncrive in Bloom)	300			
Micro-grant Jean Young (Pickle ball Club)	179.99			
Micro-grant Sheona Stewart (Glenfarg Freewheelers E-Bike)	109			
Micro-grant Christine Morton (Arngask Hall)	300			
Micro-grant Maud Swanson (Glenfarg Grow Club)	300			
Micro-grant John Armstrong (Village Clean up)	219.49			
Donation to Community Council	100			
Total:	3061.75			
Income minus Expenditure	5042.05			
Account Balance 31st August 2024	5042.05			
Surplus/Deficit To Date	0.00			
Lochelbank Community Benefit Micro-grants:				
Previous Years Remaining Fund	511.96			
Fund Available This Year	1533.83			
Sub-Total	2045.79			
Grants Awarded 2023-2024	1538.48			
Remaining Fund:	507.31			
Remaining Covid Recovery Fund in Total Account Balance:	300			
Bank Accounts:				
End of year £	5042.05			
Receipts £	8103.80			
Payments £	3061.75			
Certified that the above accounts have been presented for examination and found correct with vouchers exhibited as of 31st August 2024		Date	Signature	
Treasurer	Sean Murray	16/10/24		
Chairperson	Douglas Fraser			
Secretary	Iain Pilmer			
Accounts Examiner	Isla Craig			