



**QUEENSFERRY and DISTRICT COMMUNITY
COUNCIL CELEBRATING 33 YEARS 1986-2019**



QDCC AGM
Monday 4 November at 7.30pm
QDCC Offices, Council Building
53 High Street, South Queensferry

Present: Councillor Norman Work (Chair), Keith Giblett, Terry Airlie, Diane Job, Grant Sangster, Graeme McKinley, Anne Mitchell, Gillian Smith, Laura Sexton, Emilia Michalak, Councillor Graham Hutchison, Neil McKinlay, Andrew Malarky, Andy Stuart, Muir Kay

Guest residents:

1. Chairs opening remarks	The Chair welcomed everyone back after the elections and congratulated elected 9 members. He noted that the meeting was not the usual business meeting but the purpose of it was to appoint office bearers and sub-committee members.
2. Appointment of Minute Secretary for AGM	The Chair asked for a nomination of a minute taker for the purpose of the AGM meeting and The Committee appointed Emilia Michalak
2a. Associate members appointment	<p>The agenda point 7 (appointment of associate members) was brought forward to allow any associate members to take an active part in the matters to discuss.</p> <p>Keith suggested Andy Stuart and Emilia Michalak who took part in the elections were appointed associate members to strengthen the work of QDCC. All members agreed.</p> <p>Further nominations were also agree upon:</p> <ul style="list-style-type: none"> ● Anne proposed Laura Sexton as an advisor to the Committee ● Community Policing -Keith proposed that Martin Crow comes back as the policing liaison ● Queensferry High school - deputy head teacher Jenny Smith was nominated, and ● for Queensferry Business Association - Kirstin Heggie <p>Terry asked if in the absence of the above mentioned the Committee should approach them to formalise the appointments.</p> <p>It was decided that the secretary will write out to the nominated associates following the meeting to confirm the appointments, as not all of the nominees were present.</p>
3. Apologies	David Flint, David Learmond, Cllr Louise Young, Cllr Kevin Lang
4.1 Election of Office Bearers	The Chair asked the members to make nominations for the office bearers
a. Chair	Keith Giblett was nominated to continue the role of the QDCC Chair and accepted the appointment. There were no further nominations for this position and Keith Giblett was appointed as the Chair.
b. Vice Chair	Terry Airlie was nominated for the role of the Vice Chair and accepted to carry on in this role as previously. There were no further appointments and Terry Airlie was appointed as the Vice Chair.
c. Secretary	Terry Arlie was also nominated as the Secretary and accepted. There were no further nominations and Terry was elected as the Secretary
d. Treasurer	Diane Job was nominated as the Treasurer and accepted the nomination. There were no further nominations and Diane Job was elected as the Treasurer.
4.2 Election of Minute Secretary	Emilia Michalak was nominated as the Minute Secretary and accepted the nomination. There were no further nominations and Emilia was elected as the Minute Secretary.
5. Discussion about make-up of Sub Groups	
5.1	Election of Conveners of each Sub Group & Members of Sub Groups
a. Education	Sub-committee title decided upon: Education and Recreation David Flint was elected as the convener for this group

	Volunteers joining the group: Neil McKinley, Graeme McKinley, Anne Mitchell, Andy Malarky
b. Communication	<p>Sub-committee title decided upon: Communication</p> <p>The members discussed if the sub-group should be called Engagement or Communication and the conclusion was that all members of QDCC should be engaging with the community and Communication as a sub-group was best suited.</p> <p>The Chair commented that an engagement officer historically was created to ensure Community Councils engage with the Council however agreed that QDCC is very good at engaging with the Council in general.</p> <p>The Committee decided to keep Communication as a sub-group.</p> <p>Graeme McKinley was appointed as the convenor for the group.</p> <p>Volunteers joining the group: Laura Sexton, Terry Arlie, Grant Sangster, Diane Job</p>
c. Environment	<p>Sub-committee title decided upon: Transport and Environment</p> <p>The members discussed the topics this sub-group should cover and that it potentially would have a wide remit if linked issues were covered e.g. recycling, transport</p> <p>It was decided that from the members' availability point of view one sub-group is more practical</p> <p>Environment convenor: Neil McKinlay, volunteers, Andy Malarky, Anne Mitchell, Emilia Michalak, Graeme McKinley, Andy Stuart</p> <p>Transport convenor: Grant Sangster, volunteers: Graeme McKinley, Laura Sexton, Diane Jobs, Andy Malarky</p>
d. Health & Housing	<p>Sub-committee title decided upon: Health and Wellbeing</p> <p>The Committee discussed the right name for the group with health and housing, social, safety and wellbeing considered.</p> <p>Anne Mitchell was appointed as the convenor for the group.</p> <p>Volunteers joining the group: Laura Sexton, Gillian Smith, Andy Malarky</p>
e. Planning	<p>Sub-committee title decided upon: Planning and Housing</p> <p>Diane Job was appointed as the convenor for the group.</p> <p>Volunteers joining the group: Andy Stuart, Laura Sexton, Graeme McKinley, Grant Sangster</p>
f. Transport	<p>Sub-Committee Title Transport & Environment was decided upon by the taking environment in with Transport Grant Sangster was appointed Convenor. Volunteers joining group: Graeme McKinley, Laura Sexton, Diane Jobs, Andy Malarky</p>
5.2 Local Interest Groups	<p>ClIr Works noted that there are 6 spaces for local groups available but only 3 registered so far. There may be however more groups registering in the future.</p> <p>Muir Kay commented that Port Edgar group has only just had elections and therefore may be registering shortly.</p> <p>Keith suggested that QDCC could reach out to other local groups</p>
a. Queensferry Boat Club	Appointed representative: Muir Kay
b. QCCC	Appointed representative: Gillian Smith
c. Queensferry Heritage Trust	Appointed representative; David Learmond
6. AOCB	<p>Keith proposed that QDCC meetings continue as before on the 4th Monday of each month except December. The Committee agreed.</p> <p>Keith commented that there has been a lot of business built up due to the elections and in preparation for the next meeting there will be some communication required between the members.</p> <p>Laura asked about induction for new members. The Edinburgh Council organised meetings for the members to introduce them to the roles and responsibilities. Dates of inductions: 9 and 13 November. ClIt Work has also sent documents outlining rules and responsibilities of the Community Councils.</p>
7. Date of next meeting	25 November 2019 7:30pm