



QUEENSFERRY and DISTRICT COMMUNITY COUNCIL

AGM

Monday 27 June 2022 at 7.30pm

MS Teams – Virtual Meeting

DRAFT MINUTES

Present: Keith Giblett (Chair), Terry Airlie (Vice-Chair & Secretary), Grant Sangster, Graeme McKinley, Anne Mitchell, Laura Sexton, Neil McKinlay, David Flint, Anne Marie Boyd, David Learmond (QHT), Gillian Smith (QCCC), Michelle Gordon (QHS), Cllr Kevin Lang, Cllr Norman Work, Liz Holmes (Minute Secretary)

Guests: 1 member of the public.

1. Chair's opening remarks	<p>Keith Giblett, QDCC Chair, welcomed everyone to the virtual meeting and reminded those attending of the online protocols.</p> <p>He thanked everyone in the Community Council and the Ward Councillors for their time and work on QDCC business across all sub groups last year, and again in continued difficult circumstances. This was appreciated by all concerned.</p> <p>Current 'headline' topics for QDCC continued attention included -</p> <ul style="list-style-type: none">• liaison with Police Scotland on anti-social behavior involving cars• the High Street improvements• fibre optic cable installations BT and Virgin Media.
2. Apologies	<p>Diane Job (Treasurer), Muir Kay (QBC), Karen Stewart (FBTS Manager), Police Scotland, Jenni Meldrum (QBA), Cllr Young, Cllr Younie.</p>
3. Minutes from 2021 AGM (28 June 2021)	<p>No amendments requested to the draft minutes, and no matters arising.</p> <p>Minutes proposed by Anne Mitchell, seconded by Graeme McKinley.</p>
4. Chair's Report	<p>Keith gave a verbal report highlighting activity over the past year. A number of matters had been/were being addressed by QDCC and respective sub groups. These included –</p> <ul style="list-style-type: none">• Housing developments, 4 sites underway plus one with CEC awaiting approval• Ferrymuir Gait access issues• Port Edgar barracks development proposal

	<ul style="list-style-type: none"> • Almond Neighbourhood Network meetings re-commenced • CEC City Plan 2030, and 20-minute neighbourhoods • Ferry Elves project, now 2nd year • Communication concerns involving CEC, ongoing • High Street one-way system, turning circle, and works on The Loan • Ukraine support group • Liaison with NQCC • Local government elections.
5. Secretary's report	<p>Terry referred to his report, circulated to members and attendees in advance of the meeting. He drew attention to the following matters.</p> <p>One Community Councillor had resigned, creating a vacancy to be filled. <i>Note – see further discussion on vacant CC position at Item 10 below.</i></p> <p>As highlighted by Keith, communication channels with CEC remained challenging, despite efforts to improve the situation during the last year.</p> <p>Post Covid he suggested QDCC should now consider holding in-person meetings. Members discussed the suitability of the Council Offices, and made suggestions for potential alternative venues, to be discussed further. It was also suggested that future meetings could alternate between virtual and F2F as there were advantages to both.</p> <p>He concluded by also thanking everyone for their contributions over the last year, noting the team effort involved.</p>
6. Balance Sheet and Annual Accounts 2021-22	<p>In Diane's absence Keith advised that the annual accounts statements were with the auditor and would be circulated for review and approval at the QDCC July monthly meeting.</p> <p>A summary note of income and expenditure had been prepared and issued with the AGM papers. No questions were raised.</p>
7. Election of Office Bearers	<p>Keith Giblett handed the Chair to Cllr Kevin Lang to oversee the election of the following Office Bearers.</p>
Chair	<p>Keith Giblett was proposed by Terry Airlie and seconded by Graeme McKinley, and accepted the nomination.</p> <p>There were no further nominations for this position and Keith Giblett was therefore re-appointed as Chair.</p>
Secretary, and Vice Chair	<p>Terry Airlie was proposed by Graeme McKinley and seconded by David Flint, and accepted the nomination.</p> <p>There were no further nominations and Terry Airlie was re-appointed as Secretary, and Vice Chair.</p>

Treasurer	<p>Diane Job was proposed by Graeme McKinley and seconded by Grant Sangster. It was understood Diane was content to continue as Treasurer and the nomination was therefore accepted.</p> <p>There were no further nominations and Diane Job was re-appointed as Treasurer.</p>
Engagement Officer	<p>Clr Lang observed that CCs normally also have an elected Engagement Officer, as an Office Bearer post. This is often the Communications Convenor. Keith commented that for QDCC this is performed by all the Sub Committee Chairs, with Comms taking the lead.</p> <p>He therefore nominated Graeme McKinley for the role, seconded by Grant Sangster. Graeme accepted the nomination and was appointed as QDCC Engagement Officer.</p>
	<p>Clr Lang thanked the nominees, and their proposers and seconders, and handed the Chair to Keith Giblett to continue AGM business.</p>
8. Sub Committees	<p>The current Sub Group Convenors were proposed and seconded, and each confirmed they were willing to continue in their respective roles. With the exception of Education and Health & Wellbeing, where Anne Marie Boyd was nominated to replace Andy Malarky, the following existing Sub Group memberships were also confirmed for a further year.</p>
Planning	<p>Convenor - Diane Job Volunteers - Laura Sexton, Graeme McKinley, Grant Sangster</p>
Transport	<p>Convener - Grant Sangster Volunteers - Graeme McKinley, Laura Sexton, Diane Job</p>
Communication	<p>Convenor - Graeme McKinley Volunteers - Laura Sexton, Terry Airlie, Grant Sangster, Diane Job</p>
Education	<p>Convenor - David Flint Volunteers - Neil McKinley, Graeme McKinley, Anne Mitchell, Anne Marie Boyd</p>
Environment	<p>Convener - Neil McKinlay Volunteers - Anne Mitchell, Graeme McKinley</p>
Health & Wellbeing	<p>Convenor - Anne Mitchell Volunteers - Laura Sexton, Gillian Smith, Anne Marie Boyd</p>
9. Local Interest Groups	<p>Local Interest Groups representatives are as follows.</p>
Queensferry Boat Club (QBC)	Muir Kay
Queensferry Churches Care in the Community (QCCC)	Gillian Smith
Queensferry Heritage Trust (QHT)	David Learmond

10. Associate Members	The co-opted appointments are as follows.
Advisor to QDCC	Laura Sexton, governance and public policy related matters
Police Scotland	PC Dave Campbell
Queensferry Business Assoc'n (QBA)	Position vacant, pending Jenni Meldrum's return. ACTION: Graeme to enquire if someone from QBA wishes to attend, pending Jenni's return.
Queensferry High School (QHS)	Michelle Gordon, Depute Headteacher
Queensferry Rotary	Neil McKinlay
Minute Secretary	Liz Holmes
Youth Engagement	Graeme proposed that Anne Marie Boyd's co-opted appointment be moved to that of elected member, to fill the vacancy arising from Andy Malarky's resignation. This was accepted and Anne Marie was also nominated to serve on the Education and Health & Wellbeing Sub Committees – see item 8.
11. AOB	Graeme queried whether it would be appropriate to ask Karen Stewart if she wished to be appointed as an Associate Member. Keith noted may be a potential conflict of interest for Karen regarding her employment status. ACTION: Graeme to approach Karen regarding potential appointment as an Associate Member.
12. Date of next meeting	The June 2022 monthly Business Meeting follows on from this AGM. The next AGM will be in June 2023.