

# Alva Community Council (ACC)

[www.alvacommunitycouncil.org.uk](http://www.alvacommunitycouncil.org.uk)

## ANNUAL GENERAL MEETING

Monday 12<sup>th</sup> October 2020, 7.15pm

Venue: Zoom

### Community Councillors Present:

<b>Lynn Cameron</b> Chairperson	
<b>Anne Spruce</b> Treasurer	
<b>Graham Burt</b>	
<b>Iain Craig</b>	
<b>Katherine Graham</b>	

### In Attendance:

Members of Community x 4 Elected Councillors - Cllr Balsillie & Cllr Benny  
Council Representative Lesley Baillie

Minutes - KG

<b>Agenda Item</b>	<b>Minutes of Item Discussed</b>	<b>Action By</b>
<b>1</b>	<b>Welcome</b> Lynn opened the meeting extending a welcome to those in attendance.	
<b>2</b>	<b>Apologies</b> – Linda Greig and Andrea Harkins	
<b>3</b>	<b>Minutes of 2019 AGM</b> Minutes of the 2019 AGM were proposed by Iain Craig and seconded by Katherine Graham	
<b>4</b>	<b>Matters Arising from 2019 AGM minutes</b> - None	
<b>5</b>	<b>Chairperson Annual Report – Lynn Cameron</b>  Covid has been difficult for everyone this year including ACC who have not had a meeting since March, and the postponement of events. I would like to say a BIG thank you to ADT for everything they did coordinating community volunteers making sure vulnerable people were fed and looked after. A special thanks needs to be given to Linda for keeping us going with emails! Graham for his great work taking care of the website and FB page and continuing to engage with the community in that way, and Anne for her work getting money to the appropriate places, including our events grant money which we voted to give to ADT for community benefit. Euan Craig has resigned from Alva Community Council and on behalf of ACC, would like to wish Euan all the best at Uni after his year with us as our youngest community councillor and to thank him for his help and support in the past years at many events.	

6	<p><b>Treasurer Annual Report – Anne Spruce</b></p> <p>We would like to thank Alison Fyfe for checking the accounts. Copy of annual report attached to these minutes. Proposed by Iain Craig and seconded by Graham Burt.</p>	
7	<p><b>Community Action Plan (CAPlan) report form CAPlan co-ordinator Sandra Reese (guest speaker)</b></p> <p><b>The Community Action Plan (CAPlan) Group Report for ACC AGM 12/10/2020 Alva Development Trust</b></p> <p>Alva Development Trust was created by Alva Community Council’s CAPlan Group and on 21/03/18 ADT became separate from ACC and are now a registered company with charitable status. ADT signed a three-year lease of Cochrane Hall in October 2018 pending Community Asset Transfer. Until the nationwide lockdown in March 2020 due the COVID-19 pandemic Cochrane Hall was used for a wide variety of events including Citizen Advice drop-in, soup kitchen, weddings, funerals, parties, dances, exercise classes, yoga, badminton, dog shows, dog behaviour classes, toddlers group, bingo teas, etc., etc. ADT were instrumental in creating the Alva Coronavirus Joint Response Group and following a meeting at the Cochrane Foundation hall on 24 March 2020, community groups agreed to work in partnership including Cochrane Foundation, Alva Co-op, Alva Community Council, Alva Parish Church, Alva Baptist Church and St John Vianney and Alva Guides. ADT became the point of contact for those needing help during the lockdown and contacted other groups as required. Building on the food bank already in place at Cochrane Hall, ADT successfully applied for funding to expand. At the height of the pandemic the food bank was operating 7 days per week, giving out bags of food and ready meals to those who were able to collect and delivering to those who couldn’t. It is still needed and operating 5 days per week. ADT Chairperson, Mary Laing, is the driving force behind ADT and since March has motivated other volunteers to provide the food bank service to those in our community who needed to use it. Many had lost jobs due to the pandemic. In recognition of her service Mary recently won the Trustee of the Year Award in the Clackmannanshire Third Sector Interface (CTSI) awards ceremony (which was done virtually). Like other organisations ADT are hoping for a return to normality soon and look forward to welcoming customers, old and new, back to Cochrane Hall.</p> <p><b>The Community Action Plan (CAPlan) Group Report for ACC AGM 12/10/2020</b></p> <p>Since the report for the AGM in Nov 2019 the Community Action Plan (CAPlan) Group have had just two meetings with Officers from Clacks Council Traffic and Transportation and Planning Department on 21/01/2020 and 26/02/2020 to discuss the Alva Regeneration Project. Due to the COVID-19 Pandemic lockdown since 25/03/2020 and ongoing restrictions the regeneration project has almost ground to a halt.</p> <p><b>Background</b> On 13th September 2018, Clacks Council’s Place Committee</p>	

approved:

- a) the preparation of a traffic management/parking/streetscape enhancement scheme on the A91/Stirling Street for consultation.
- b) the preparation of a roadwork scheme at Alva Primary School/relocated CAP (Brook Street) for consultation.
- c) the preparation of a town centre/streetscape enhancement plan for Alva.

Project Scope:

To improve pedestrian and road traffic management and relevant community priorities in the Alva CAPlan Report within the constraints of funding available and take advantage of wider opportunities to improve how it feels to live in and visit Alva.

**Alva Town Centre Streetscape Enhancement Plan**

Clacks Council Officers and Sustrans met in February 2020 and were looking to sign off the final layout design for Stirling Street with a view having the tender for the works ready in late April 2020 with works commencing later in 2020. However, this has been postponed due to the COVID-19 Pandemic and ongoing restrictions. The CAPlan Group met on Sun 1 March for a town centre walk-around to consider street furniture locations and sent a colour coded sketch-up on drawings to Council Officers. Local Place Plan A workshop had been planned for 28 April 2020 in Cochrane Hall where A& DS would lead consultation with local businesses, housing and healthcare providers, etc. to create a Local Place Plan. This had to be cancelled due to the pandemic but will now be done virtually. The CAPlan Group gathered details of 8 businesses willing to take part in the virtual consultation but even this has been delayed as Clacks Council communications team advised it should not run in the period up to the Clacks East Ward By-Election on 19 November 2020.

Also to be included in the Local Place Plan are outcomes from a Day-In-The-Life project where a small group of mixed demographic participants will have their activity charted with consultants from A& DS to help build a picture of assets, resources, strengths and weaknesses in Alva. This will also commence virtually after 19 November.

**Brook Street**

Works on Brook Street were started in Summer 2019 and completed in Autumn 2019. There are now several speed tables at junctions to reduce traffic speed around Alva Primary School and a crossing outside Burnside Court to enable safer crossing for the older people who live there.

**Former Alva Glen Hotel Site**

We were given an update on Planning Application for the former Alva Glen Hotel site and were satisfied with the revised application drawings presented on 26/02/2020. However, nothing has happened on the site since then due to COVID-19 Pandemic lockdown and ongoing restrictions

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**Office Bearers Vacated Their Seats**

Due to the current circumstances it was agreed that Office Bearers

	would stand down and then take up their seats for another year.	
<b>8</b>	<p><b>Election of Office Bearers</b></p> <p><b>Chairperson:</b> - Lynn Cameron  <b>Vice Chair:</b> - Vacant  <b>Treasurer:</b> - Anne Spruce  <b>Secretary:</b> - Linda Greig  <b>Minute Secretary:</b> - Linda Greig and Katherine Graham</p>	
	<b>Chairperson Lynn Cameron took the Chair</b>	
<b>9</b>	<p><b>Nomination of Conveners and Representatives</b></p> <p><b>Co-option of Community Councillors</b></p> <p>It was confirmed that we should start a recruitment campaign over the next several months with an opportunity to co-opt up to 6 new members. Holly Craig has already expressed her interest in applying to become a co-opted Community Councillor.</p> <p><i>The section 8.10 of the Scheme of establishment referring to number of co-opted members not exceeding one third of the number of community councillors has been suspended during the COVID-19 pandemic.</i></p> <p>The exact method by which a community council member is co-opted is not detailed in the Scheme of Establishment and it is up to each individual community council to determine the process of co-option. However, the advice of Clackmannanshire Council is that a community council should formally agree the procedure before co-opting any new member(s).</p> <p>We are allowed up to 14 Community Councillors in total but there is still the outstanding issue of MD who is suspended indefinitely, and we were advised by Lesley Baillie to check the correspondence surrounding this before we removed MD from the ACC.</p> <p>All present conveners have agreed to stay in their current roles.</p> <p>Environment – Andrea Harkins  Data Protection – Linda Greig  IT – Graham Burt  Health/Alva Health Centre Patient Group -Katherine Graham  Planning (incorporating Licensing Applications) – Iain Craig  Joint Community Council Forum (JCCF) – Anne Spruce</p>	<p>All</p> <p>All</p>
<b>10</b>	<p><b>Nomination of Sub Committees</b></p> <p><b>Community Action Plan</b> – Sandra Reese will continue as CAPlan coordinator. Community Councillors are Lynn, Linda, Anne, Iain, Graham and Katherine  <b>Events</b> - Lynn, Linda, Anne, Andrea, Iain, Graham, Kathrine  <b>Planning</b> – Iain, Linda  <b>Micro Grants</b> –Linda, Anne &amp; Iain</p>	
<b>END of AGM</b>		

**APPENDIX 1**

**ALVA COMMUNITY COUNCIL – ORDINARY ACCOUNT**  
**Income and Expenditure Account for the Year Ended 31<sup>st</sup>. July, 2020**  
**2020** **2019**

**Income**

Grants:

Clackmannanshire Council

**600.00**

**250.00**

Action Plan

**0.00** **600.00**

**0.00**

**250.00**

Reimbursement for Room Hire

**160.00**

Reimbursement for Consultation

**50.00**

**250.00**

**Total Income**

**650.00**

**660.00**

**Expenditure**

Accounting

**50.00**

**50.00**

Donations for room

**160.00**

Equipment

**126.23**

Games Medals

**32.82**

I T Expenses

**140.41**

**99.59**

Poppy Wreath

**35.00**

**34.00**

Data Protection ( 2019-20 & 2020 – 21)

**80.00**

**40.00**

Printing & Stationery

**29.04**

Transfer to Special Events Account

**50.00**

**328.41**

Meeting Expenses

**4.46**

Travel Expenses

**5.40**

Office Expenses

**27.22**

**Total Expenditure**

**382.63**

**909.95**

**Net Income/(Defecit)**

**267.37**

**(249.95)**

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**Cash & Bank**

**Balance per Accounts as at 1<sup>st</sup> August 2019** **1,786.24**

**Surplus for Year** **267.37**

**Balance per Accounts as of 31<sup>st</sup> July 2020** **2,053.61**

**Balance per Bank Statement 31<sup>st</sup> July 2020** **2,053.61**

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I certify that this is an accurate account of all transactions for the year ended 31<sup>st</sup>. July, 2020

Alison Fyfe, Retired Corporate Bank Manager

**APPENDIX 2**

**ALVA COMMUNITY COUNCIL – SPECIAL EVENTS ACCOUNT**

**Income and Expenditure Account for the Year Ended 31<sup>st</sup> July 2020**

	2020	2019
<b>Income</b>		
Grants:		
EDF Alva Tilly Benches & Plants /Planters	4,602.00	2,443.00
EDF Fun Day & VE75 / Christmas Lights	3,000.00	2,500.00
EDF Picnic Tables / Community Events	3,350.00	2,500.00
EDF Benches South Cycle Park / Micro Grants	4,625.00	1,500.00
Clacks Council – Community Grant	<u>          </u>	<u>500.00</u>
	15,577.00	9,443.00
Transfers from Ordinary Account	50.00	
Action Plan		250.00
IT Costs		78.41
	<u>50.00</u>	<u>328.41</u>
Donation (OLE)		29.12
Collection Boxes Christmas Lights		253.60
Christmas Fayre	1,607.59	1,371.07
Fun Day		1,493.52
ADV Event	57.90	
Bank Interest	<u>13.85</u>	<u>9.70</u>
<b>Total Income</b>	<u>17,306.34</u>	<u>12,928.42</u>
<b>Expenditure</b>		
Fun Day	47.58	3,122.81
Christmas Lights	175.20	387.60
Christmas Fayre	1,087.67	1,035.52
Action Plan	2,284.96	93.83
Plants/Baskets/Planters	2,788.23	1,958.24
Micro Grants	500.00	750.00
Coronavirus Response Group	3,000.00	
Miscellaneous		<u>78.41</u>
<b>Total Expenditure</b>	<u>9,883.64</u>	<u>7,426.41</u>
<b>Net Income</b>	<u>7,422.70</u>	<u>5,502.01</u>
<b>Cash &amp; Bank</b>		
Balance per Accounts as at 1 <sup>st</sup> . August 2019	23,704.19	
Surplus for Year	<u>7,422.70</u>	
Balance per Accounts as at 31 <sup>st</sup> July, 2020	<u>31,126.89</u>	
Balance per Bank Statement as at 31 <sup>st</sup> July 2020	<u>31,126.89</u>	

I certify that this is an accurate account of all transactions for the year ended 31<sup>st</sup> July 2020

Alison Fyfe, Retired Corporate Bank Manager.