

Riverside Community Council

Meeting Minutes 29th May 2019

In Attendance

Diane Alerdice
Fiona Berrow
Ian Boa
Phil Boydell
Sue Dumbleton
Isabella Gorska
Emily McLaughlin
Joan Murphy
Alison Swanson
Wilma Comrie

In Attendance

Wilma Cowie (SC Engagement)
Emma Plank (Youth Services)
Residents 40

Apologies

PC McColl
PC Cowan
Residents - 5

- 1) Joan welcomed all in attendance for joining us for our first meeting and thanked the previous CC for all their hard work and dedication.

The intention of this meeting was to round up all outstanding issues in preparation for the AGM on the 26th June and to find out What Matters To You? To allow us to formulate a plan reflecting community views.

Using provided post-it's, the use of the e-mail address and talking to the community councillors personally was enthusiastically encouraged.

Using resources from the Scottish Community Development Centre Joan discussed what a CC is and outlined our focus and aims for the CC.

Joan talked about how we want to conduct ourselves with openness and kindness and to listen to all points of view with respect..

Each Community Councillor introduced themselves.

- 2) No Declaration of Interest was recorded.

- 3) The previous minutes were adopted.

IB Proposed
DA Seconded

- 4) There were no matters arising from previous minutes.

- 5) External Reports – in lieu of attendance the police report was read out with 17 calls made to the police, 2 detected cases in relation to disorder offences and an overview of how the police were tackling any substance use in Riverside and a request for any intelligence on this subject.

- 6a) Chair Report - Joan was invited on a boat tour, which had to be postponed, to be involved and discuss the Pontoon and any proposed ventures. The following is a summary of the discussions.

Brian Roberts, Senior Manager, Infrastructure, Stirling Council, Anne Ferguson, Stirling Council,

Clrs Jim Thomson, Susan McGill, Neil Benny, Danny Gibson.

- They are hoping to do another boat tour as soon as possible
- They are currently working with a local boat skipper to identify opportunities for running a boat service on the river and are keen to involve Riverside Community Council due to the pontoon's location in Riverside
- Anyone can get access to the pontoon – but they first have to complete a form which Anne will send to us.

- They are going to put up a notice about this in the park
- Suggestions included trips focusing on local history, the river environment, wildlife
- It was suggested that a small group of Riversiders (3/4) could work with the Council to find out what locals would want
- They are planning to run pilot boat trips for a 3 month period later this year
- *Anne Ferguson is very keen for any suggestions/improvements we think would improve the use, accessibility and opportunities associated with the boat service and has asked that a small group of local business people and residents form a focus group to discuss and give feedback into this venture.*
- *It was also noted that requests for further information and transparency was found to be difficult in the past and the CC has been asked to find out further information.*

6b) Secretary Report – Correspondence

There are 2 current consultations from the Scottish government currently which we are invited to make comment on these are about **Short Term Lets** and **Unconventional Oil and Gas** (Fracking).

Stirling Council is consulting currently on **Taxi and Private Hire Licencing** with surveys to complete on line.

Stirling Council is also looking into the provision of **meals for children** over the holidays to try and tackle poverty and disadvantage over the holidays and has asked that a survey be distributed to local holiday clubs by 2nd June.

City Fibre (**Fibre Optic**) has invited the community council, and we will attend an information meeting on the 20th June to share their current plans.

YouDecide has launched their proposals for voting upon and Riverside has three – a harbour path link, accessible play equipment in the park and the tidying up of Lovers Walk.

Riverside Naturally, a new charity dedicated to developing Riverside's open spaces in environmentally friendly ways, introduced itself to the CC with the hope of building a relationship with the CC and have the opportunity to share views and plans.

Ian Gibson from the Riverbank Centre sent the CC an overview of the work the service users put in to maintaining the **flowering tubs** around Riverside. *(Further info in Treasurers report.)*

Fiona D has suggested that CC assumes responsibility for the **defibrillators** that a group of residents fund-raised and received from the non-profit charity Lucky To Be Here. Fiona also plans to offer training before every CC meeting to those who would like it.

Ian Boa requested further information on the fundraising expectations with a view to voting upon a decision at the next meeting.

It should be noted that this was a personal fundraising effort and that Stirling Council have not been involved with the installation or upkeep of these defibrillators.

Residents and Riverside Naturally have raised the point that the landscape of Riverside had recently changed due to the building of **Riverside Quay** and suggests that Stirling Council could be approached to consider a re-design and tree planing/ green space enhancing the entrance into Riverside.

6c) Treasurers Report

Ian had received the copies of the previous Council accounts and is preparing them for the AGM.

The admin grant and the minute takers grant gets paid in the Autumn and if it is not spent in the previous year it is then topped up to the new amount. It had not all been spent by the previous CC.

The CC is in the process of changing over the signatories for the bank account – these will remain the Chair – Joan, Secretary – Emily and Treasurer – Ian.

Ian gave an overview of everything that was spent last year and confirmed what was considered restricted funds and still to be paid out, including the Community Orchard due £150 and the Riverbank Centre due £250.

Other considerations for our budget were our GDPR registration with the ICO, funding a website and further noticeboards in Riverside.

It should be noted that the figures will be available and finalised the next months AGM.

6d) Planning

There were 3 planning points relevant for discussion and comment, if relevant.

19/00227/ Application to modify condition 14 of planning permission 15/00790/ location of cycle parking

Delegated- Referred to Planning and Regulation Panel by Councillor Gibson

19/00169/ Erection of **external bin store**, external alterations to Block B and revised landscape proposal at Riverside Quay 1 Forthside Way

Delegated- Referred to Planning and Regulation Panel by Councillor Gibson.

This will be monitored as there is concern over the lack of disabled parking.

19/00280/ ADV **Fascia signage Riverside Quay 1** Forthside Way Delegated

The CC was asked to object to this and it was indicated that 5 objects were required for any further considerations to be made by Stirling Council.

In addition there were 2 other points of discussion – the pontoon parking and the proposed CPZ in Riverside.

There is a retroactive planning application for comment regarding the change of use of open space for lay-by parking. **(Pontoon area)**

Objections received:

There is a flooding problem

Important archaeological site

3 commenters want it returned to original state

Unsure if the parking is fit for purpose as there are no clear plans for the pontoon ventures.

There is an issue with contractors filling all the spaces

It is a prime place for residents of Riverside Quay to park in, especially as no parking will be provided for them.

With the new parking restriction in place, how will that area be affected?

Environmental issues – no considerations for making environmental compromises.
The parking should be time limited
Make it all disabled – a concern was raised as that is open to abuse
Disabled bay currently can not be enforced
Traffic calming measures are needed on Shore Road as it is a crossing point
Need enforcement of the parking issues.

Comments received -

Benches are accessible for wheel chair users
People are using the area and enjoying the benches

The CC attended 2 meeting regarding the **parking issues** in Riverside and found it to be a positive and collaborative experience, and recognise that Riverside is a special case. No plans have been finalised but the council has been receptive to the comments of residents and the CC and, as reported by the Stirling Observer, have scrapped plans for the CPZ and are hoping to have an exclusion zone around the school, meaning only residents will be able to park at certain times of day. Residents will be issued free permits to allow them to do so.

It should be noted that residents of Riverside Quay are being told they have no entitlement to parking and should not bring cars and is acknowledged that the parking requirements n Riverside will evolved.

Concerns were raised regarding building parking facilities on green spaces and how the enforcement of any parking plan would be facilitated.

It should be noted that the generic CC email account was not being sent any planning information as routine and our information was gathered by Isabella independently.

A sub-group was proposed for planning and the CC confirmed that there would be training for at least 2 councillors to support this role.

It was confirmed that the planning consent for the space next to Riverside Quay was amended and that there was the possibility of two blocks of flats, private, not student, being built. There has been no interest from builders.

- 7 Communication is a huge focus for our CC and to facilitate this it was suggested we elect an associate member with the expertise to support a communication strategy. Joan introduced David Sherman as a candidate. EM proposed
IB Seconded

David expressed the importance of having **multiple ways** to communicate to be able to reach as many people as possible. Corresponding digitally was the most cost effective and popular way to communicate and a website would be an important thing to consider, however it was recognised that not everyone has access or the ability to use technology and to reach out and help each other.

8/9) A.O.B and Residents Forum

Subgroups we suggested for Parking, Elderly Engagement, Environmental Issues, Planning, Youth Engagement. Communication

Congratulations was offered for the establishment of the new Community Council and the CC was thanked for the information shared on the noticeboard.

For further discussion a resident suggested a community event next year to celebrate the Centenary of Shiphaugh – one of Scotland's earliest council housing estates.

- 10) The meeting was concluded with Joan thanking
Everyone for their attendance and contribution to the meeting.
Ian Gibson at the Riverbank Centre for being so welcoming and helpful
Colin McLean for the printing of our leaflets
The volunteers who delivered all the leaflets.

Next Meeting to be held at the Riverbank Centre on the 26th June 2019 at 7pm.

**Riverside Community Council
Meeting Minutes 30th October 2019**

In Attendance

Di Alderdice
Fiona Berrow
Ian Boa
Phil Boydell
Isabella Gorska
Emily McLaughlin
Alison Swanson
Sue Dumbleton

In Attendance

Jim Thomson
Wilma Comrie
John Rowbotham
PC Cowan
Residents: 16

Apologies

Residents: 5
PC McColl

No Declaration of Interest was recorded.

2) The previous minutes were adopted.

PB Proposed
AS Seconded

4) Matters Arising from previous minutes not to be addressed within the meeting:

Overgrown trees on Dean Crescent and Alexandria Place – This has been investigated by the Tree Officer and it is felt the tree is healthy enough to not be cut back. The signage will be made visible.

5) PC Cowan was in attendance and gave an overview of the crime reported in Riverside in the past month.

6) Craig Anderson from the charitable organisation the [Citizens Advice Bureau](#) was the guest speaker, who discussed the many services and facilities the C.A.B offers.

6) Reports:

6a) Chair Report

Joan welcomed everyone to the 6th meeting of the Riverside Community Council and invited everyone to our drop in on the 9th December and to get involved with any of our sub-groups or suggest new ones. All details are on the website and JM encouraged community members to visit the site and see what RCC is working on. It is being continually updated and suggestions as to what the community would like to see are very welcome. If there are any further comments or questions people are encouraged to e-mail RCC.

Forthside – A meeting is being arranged with the planning department to discuss the situation.

Planning Training – There was further planning training on the 6th November that was very beneficial to the three RCC members who attended.

How Not To Kill Your Houseplants – This free event is being held on Wednesday the 11th of December at the Engine Shed, there will be talks from Grant Reid from Calluna regarding growing house plants and a presentation and discussion about hydroponics from Iain Gibson. The event is ticketed and people should book through Eventbrite.

Noticeboards – RCC has been investigating cost effective and environmentally acceptable ways of installing noticeboards. The Men's Shed in Alloa are preparing a quote for 3 stand alone noticeboards for sites round Riverside. The funding application will be submitted in January.

Events – November has been a busy month with community events. A craft day was hosted by Pat and Parvin Morrissey which was wonderful event with another event hoped for in 2020. There was a very successful **fundraising evening** in the Green Lounge which raised over £890 which was donated to **Town Break**. Riverside Bowling Club held a karaoke and quiz night and are currently applying for funding to renovate their club house in time for their 100th Birthday in 2021 and to allow it to be

multifunctional and of benefit to the wider community. JM also attended a **citizenship ceremony** with a member of the Riverside community receiving their naturalisation.

6b) Secretary – Correspondence

Current pending issues are

Bin Storage and Obstruction – we have had an acknowledgement that this is outstanding.

Flooding – We plan to host an event in the New Year regarding flooding in our area. Details to be decided.

Double Yellow Lines – A temporary TRO is being sought to allow the yellow lines to be painted by Christmas

Trees Obscuring Bus Stop – This has been raised and is still awaiting a response.

Parking Barriers (along Dean Crescent) – These will be made safe initially and if there is the budget and resourced they could be replaced.

The CC will be attending a **CityFibre** information session on the 28th November. Feedback will be given to the CityFibre team so if there are any points the community would like to raise, they are encouraged to get in touch.

Calendar Items are

- Orchard Maintenance on the 30th November at 9.30am
- Community Council Drop In 9th December – 1.30pm Riverbank Centre
- How Not To Kill Your House Plants - 11th December 7.15pm Engine Shed
- Community Council Drop in 15th January – 1.30pm Riverbank Centre
- Community Council Meeting 29^h January 2020

Minutes – A request was made that the minutes be made available prior to the meetings to allow community members to be aware of what is being discussed.

6c) Treasurers Report

IB gave details of the CC's current financial situation.

6d) Planning Issues:

There are no further issues regarding planning other than the enforcement order on the Heathfield space.

7) Subgroups

Active Travel and Sustainable Transport - DA gave an overview of the Active Travel and Sustainable Transport group and outlined the activities that were being undertaken to gather information. Road Safety Officers from Riverside Primary School visited our drop-in and were very helpful with their suggestions. Members of RCC visited the Walk, Cycle, Live Stirling Event, a consultation regarding two routes through the city, Stirling Council are planning to enhance with active travel as a priority. The subgroup is planning on hosting an event on the 14th of March to showcase forms of active travel and other resources. A proposal will be submitted at the January meeting.

IG raised the issue of slippery paths and the gritting schedule for Riverside. During some extended times of freezing temperatures some paths not scheduled for gritting become quite treacherous and in a previous year sand has been delivered for residents to use and grit their own pathways. DA agreed to take responsibility for this, should the need arise this year.

Christmas Party – The Community Pride Fund awarded full funding to the party. IG thanked the community for the donations for the two Christmas hampers and showed pictures of the completed hamper for the primary school. IG outlined the plans for the party and confirmed the CC volunteers and some teens from Wallace High too,

Environment – Riverside Naturally recently was awarded funding to create a low growing wild flower meadow as an extension of the Orchard. We are hoping to have a representative from the charity come and discuss this with us in the new year.

Intergeneration – PB and EM plan to meet with the school regarding their resilience plan and how the CC could support them. The CC has discussed a Riverside wide resilience plan in conjunction with flooding and plans to address this further in the new year.

On The River – The council has been given the suggestions for the new fencing at the pontoon park. A resident has a query regarding the access to the riverbank – this has been passed onto the council. FB will be looking into printing off leaflets outlining the river walks around the area.

Lovers Walk – A meeting regarding Lovers Walk was held immediately before the CC meeting. No big decisions were made because information eg on the traffic survey wasn't available as the relevant Council staff were not present. Decisions that were made were to request that the fencing be painted from the top of Lovers Walk round to the Cambuskenneth footbridge and to pursue further ways of deterring the pigeons on the railway bridges. The advice of the Council's Environmental Health officers will be sought. The PB group also asked if the traffic survey results could be remodelled to include air quality in Lovers Walk at peak traffic times.

The 'green street', idea that had originated from a member of the Riverside Community, has been considered and discussed by the PB group. This has acted as a catalyst for looking at ways in which all the traffic that uses Lovers Walk and the Customs Roundabout can be made safer, greener and more efficient.

It is important to note that nothing of this scale would be undertaken without extensive community consultation and is not endorsed by the CC.

Other ways to spend the 10k are being considered and when the information is available a decision will be made.

8) A.O.B – None

A resident offered his thanks to Riverside Community Council for their hard work. It was greatly appreciated. JM thanked everyone for coming to the meetings too.

9) Date of Next Meeting

29th January , 7.15pm at the Riverbank Centre

Riverside Community Council
Meeting Minutes 30th October 2019

In Attendance

Di Alderdice
Fiona Berrow
Ian Boa
Phil Boydell
Isabella Gorska
Emily McLaughlin
Alison Swanson

In Attendance

Jim Thomson
Wilma Comrie
John Rowbotham
Residents: 16

Apologies

Sue Dumbleton
Residents: 5
Police

2) No Declaration of Interest was recorded.

3) The previous minutes were adopted.

AS Proposed
PB Seconded

4) Matters Arising from previous minutes not to be addressed within the meeting: None

5) EM outlined the police report and gave a summary of crime around Riverside and offered their support to the community.

6) Reports:

6a) Chair Report

JM reported back on the meeting with **Bruce Crawford**. He explained that the likelihood of receiving any monetary compensation from the developers of **Riverside Quay** were virtually nil though if we wanted our objections noted we could write to DPEA for further explanation, on the understanding that this would be for information only. In addition Bruce suggested liaising with the builders to develop a relationship in case of further developments in the area.

The CC also gave BC an overview regarding the Forthside situation and he expressed similar concerns as our with regards to the environmental considerations and play provision referred to in the in the 41 conditions. He offered to write to the council to facilitate a meeting with the CC and the head of planning and find out further information regarding this development.

JM gave an update on the **Forthside** situation – there has been no meeting with the council as yet. It was discovered that any information pertaining to the 41 pre-commencement conditions have gone missing. The CC will be arranging a meeting to discuss this and get a better understand of the situation. The development has been halted for the time being.

JM also explained that Stirling Council met with the developer and explained that they felt it was beneficial and reasonable that the developer submits details in respect of all pre-commencement conditions. They agreed and these findings will be submitted to the council for prior approval.

Members of the CC recently attended **Planning training** which covered an overview of planning systems, planning application, discussed effective representation and talked a bit about the local development plan. The feedback was very positive and everyone felt it was worth while. Joan was glazed and Alison sparkled. There is further training on the 6th November.

It is the intention of the CC to host an event called How Not To Kill Your House Plants and there has been an investigation into venues. Permission was sought to investigate further and to

spend up to £80 on this event, including flyers and venue hire. JM, FB and DS will be leading on this.

IB Proposed
JM Seconded

It was proposed that we invite Andrew Fraser to be an associate member for a year to support the CC with his expertise on Roads.

IG Proposed
FB Seconded

6b) Secretary – Correspondence

Current pending issues are

Overgrown trees on Dean Crescent and Alexandria Place – some work has been undertaken and the feedback is very pleased. There is further issue with large branches being a hazard so a further meeting will take place to address this.

Bin Storage and Obstruction – the CC has had feedback that this is being address by the enforcement team, which residents were pleased about but there has been no formal communication from the council as yet.

Flooding – Concerns over the river path flooded have been raised and the council has been asked for advice on this. Also some residents received notification that surveys for the Flood Alleviation Scheme were being undertaken. The CC has asked for further information and offered to support and liaise with the flooding team where it can.

Double Yellow Lines – On Ronald Place and Forth Crescent, this had been raised earlier in the year and the CC are following up on the progress of this issue.

Trees Obscuring Bus Stop – This was raised last month with no action having been taken. The CC will follow this up.

The CC will be attending a CityFibre information session closer to Christmas

Calender Items are

Orchard Maintenance on the 30th October at 9.30am
Riverside Music Project Session on the 3rd and 17th November
Community Council Drop In – 1.30pm Riverbank Centre
Forget Me Knot Evening on the 16th November for Dementia Scotland
Bowling Club Karaoke and Quiz night on the 16th November
Craft Event 16th November 10am
Community Council Meeting 27th November

Website – EM gave an overview of the changes and additions to the website and asked for feedback and suggestions for the site. This included a What We Are Working On and Essential Information. The CC is very keen for the website to be a hub of information and communication for the community.

Newsletter – EM & DS have been discussing a newsletter to be printed and distributed in December. Permission was sought to pay for printing. A budget of £120 was agreed.

Proposed IB
Seconded JM

EM asked permission to spend £20 on ink for printing items for the noticeboard and meetings. This was agreed.

Noticeboard – It was agreed that the CC would apply for funding from the Community Pride Fund for noticeboards. Ideally the community would like one at the entrance on Seaforth Place, one at the bottom of James Street on Dean Crescent entering Lovers Walk and if possible one at the post office on Abbey Road. The CC aims to apply for the 12th December deadline.

Proposed IG
Seconded EM

6c) Treasurers Report

IB gave details of the CC's current financial situation.

6d) Planning Issues:

This site comprising 34 garages in James Street/ Edward Road in Riverside has been brought to our attention by several residents as being "unkempt land, with buildings in a dilapidated state with overgrown vegetation and an eyesore within our community. "

Some of these garages continue to be rented and used. There appears to be no ongoing maintenance at the site and it is becoming derelict, overgrown and a cause for concern.

The relevant department in the council have been informed and we are awaiting a response.

7) Subgroups

Active Travel and Sustainable Transport - DA gave an overview of the Active Travel and Sustainable Transport group and outlined the activities that were being undertaken to gather information. Very positive meetings with Riverside Primary School and Wallace High. The AT&ST feedback at the Drop In was excellent and there are 22 issues noted so far. The sub-group hopes to engage with the school and their Mental Health and Well-being week and some of the children will be coming to the drop in on the 13th November.

Christmas Party – IG thanked the community for the donations and the two hampers. The result of the funding application will be know at the start of November. Due to data protection restrictions IG is going to approach the Over 60's group to assist with the distribution of invitations.

Environment – Riverside Naturally is in communication with the council to make the space between Old Harbour Park and the River Path next to Riverside Quay and ARK. This is an area of land where nature is allowed to restore itself. There will be very little maintenance in the space in an effort to encourage native biodiversity in the plants and creatures. There will be some tree removal and planting due to Ash Die back.

A new Red Oak is to be planted soon to replace the old Oak tree the was by the school.

RN is working to protect the more mature trees along the Forthview development site.

There is also some more trees planted on the Riverside Quay site.

Intergeneration – Phil spoke about the Meal Makers scheme and encouraged anyone who know of someone who would benefit from some meals being made for them to get involved.

On The River – The Council will be planting three cherry blossoms in the pontoon area. The council have also given the CC a suggestion for fencing. The CC discussed their proposal and made further suggestions.

Proposed EM

Seconded IB

Lovers Walk – A meeting regarding Lovers Walk was held before the CC meeting. This was very positive with a lot of the maintenance issues to be addressed within the next 4-6 weeks.

The idea of a green street is going to be looked at in more detail with a traffic survey being conducted to ascertain the impact of this suggestion. *(It should be noted that this is one of many suggestions and is in no way an endorsement of the idea)*

The CC will try and get in touch with Network Rail regarding the bridges and also the police about the crime rates linked to Lovers Walk.

Town & Gown – AS outlined an idea between RCC and Mercat Cross Community Council to form a group that would act as a liaison between students, their communities and the university. This would hopefully facilitate a way to communicate, support and engage the students.

- 8) A.O.B – None
- 9) Date of Next Meeting

27th November , 7.15pm at the Riverbank Centre

**Riverside Community Council
Meeting Minutes 28th September 2019**

In Attendance

Di Alderdice
Fiona Berrow
Ian Boa
Sue Dumbleton
Isabella Gorska
Emily McLaughlin
Alison Swanson

In Attendance

Wilma Comrie
John Rowbotham
Residents: 20
PC Cowan
PC McColl

Apologies

Phil Boydell

2) No Declaration of Interest was recorded.

3) The previous minutes were adopted.

IB Proposed
DA Seconded

4) Matters Arising from previous minutes: Forthside, to be discussed later in the meeting

5) The Community Police Officers attended and gave a summary of crime around Riverside and offered their support to the community.

6) Reports:

6a) Chair Report

Joan started her report by taking about how much has been achieved in the few months since we were inaugurated, some of it planned and some unexpected.

JM outlined that the CC is trying it's best to listen and communicate with Riverside residents. There has still been no training so patience and understanding is appreciated as it is the aim of the CC to be factual, accurate and inclusive.

It is the CC's aim to be polite and respectful when communicating with each other with the councillors and council staff and MSPs and it is important the CC works with the council staff not against them and it's important that our conduct is cordial and productive.

Riverside Quay – JM informed everyone that the CC were having a meeting with MSP Bruce Crawford regarding the reporters decision. A resident expressed their extreme displeasure over the building saying "It has given [her] a new appreciation for the word 'eyesore'. JM explained that there was no guarantee that anything further could be done, however we felt it was important to follow every avenue. In addition the students are moving in and JM is encouraging a relationship with Riverside Quay who have offered the use of their facilities for any potential events, including 'How Not To Kill Your Houseplant'.

Forthside – Following on from last months meeting where the CC was informed of activity on Forthside on the plot of land next to Riverside Quay. It was confirmed that 2 new blocks of flats are about to be built. Planning was granted in 2005, with the first 5 blocks being built immediately and Riverside Quay being built currently. IG, AS and EM met with David Love and raised our concerns regarding the 41 conditions that should have been met prior to development 13 years ago and asked to see the surveys and information that we feel may be out of date now – environmental issues, noise issues, working hours, contamination reports. (full list available). We also asked for information on how the play provision money was spent. The CC invited a representative from the Council to come to our next meeting to discuss this with us.

At the time of the meeting there had been no further correspondence from the council, other than to let us know the David Love was on holiday. This will be followed up on his return.

Isabella strongly felt that we would not receive any information and a Freedom of Information request was necessary.

A number of the CC attended a **Community Conversation** which was about celebrating other community councils and run by Brian Davey Improvement Service. Amongst other things the CC was informed about the Participation request process the handbook was discussed and they asked the CC's report back their feedback to them.

It was also indicated the planning training was going to be at the end of October.

6b) Secretary – Correspondence

Current pending issues are **Overgrown tree's on Dean Crescent and Alexandria Place, Bin Storage and Obstruction** on Forth Street, **Pothole** on river path behind the Premier Travel Inn, which some discussion over who is responsible for maintaining the path.

The CC were also contacted regarding **Parking** round the school by staff and the possibility of a **school bus**. There is a meeting with the school to discuss various safe active and sustainable travel issues in the coming weeks.

Calendar Items are

Orchard Maintenance on the 28th September at 9.30am

Orchard Day on the 28th September at 1pm

Riverside Music Project Session on the 6th and 20th October at 6.30pm

Forget Me Knot Evening on the 16th November for Dementia Scotland

Bowling Club Karaoke and Quiz night on the 16th November

6c) Treasurers Report

IB gave details of the CC's current financial situation.

6d) Planning Issues:

Isabella reported that there were no new planning issues to raise this month.

It was noted that the new bridge at the railway was opened and a big thank you was offered to the community for their patience with dealing with the construction work.

For information Isabella wanted to make everyone aware that the pedestrian crossing over to Orchard house is being moved.

7) Subgroups

Active Travel and Sustainable Transport - Di explained that the first step in making a plan was to gather information and consult with as many people and relevant parties as possible. A meeting is being held with both the primary school and high school in the next month and the AT&ST group will be at the next drop in for further input from the community. The group is making a list of problems and solutions to be used to make a plan.

Shippaugh Centenary – Sue is still gathering information and considering the desire for this event. She thanked the Stirling Observer for the article about Shippaugh.

Christmas Party – Isabella has booked the children to sing at the Christmas party and has completed the funding request for the party, the purpose of which is to reduce the social isolation in the elderly community. A decision should be given in a couple of months.

Communications – We will continue to work on the website and work on how to share information to those who would rather non-digital correspondence. We are still waiting to hear about our options for noticeboards.

On The River – Fiona had heard from the council that there are plans for the pontoon but that they are not ready for the public yet. They are very keen to engage with the community though it is a bit unclear how they want to do this and with regards to what issues.

Lovers Walk – The council awarded 10k to the enhancement of Lovers Walk and members of the CC attended a meeting to discuss proposals. It is evident that there is more work need than money allocated and the project will require further planning and investigation to become a place that is safe, clean and pleasant for all the users of this space. Sue Dumbleton approached the CC and asked that the CC adopt this project.

Proposed EM

Seconded IB

Sue has arranged a walk round the river at 9am to start gathering information and feedback on the area.

8) A.O.B -

The community would like to have a representative of the council come to a meeting and discuss the overall plans for Forthview and how the city deal effects Riverside.

A resident raised concerns for the price of private rentals in Riverside increasing dramatically. This is not something the CC can address, though CAB was suggested as a place for advice.

Isabella spoke about bins being an issue, in particular being left out on days when there is no collections. This is not only unsightly and an obstruction of the pavements but leads to H&S concerns with contaminated and smelling bins needing to be handled to have access to the pavements. Isabella has been following this up for a number of years as an individual and the CC will continue to address this.

It should be noted that no councillors were in attendance.

9) Date of Next Meeting

30th October, 7.15pm at the Riverbank Centre

Riverside Community Council
Annual General Meeting
26th June 2019

In Attendance

Diane Alerdice
Fiona Berrow
Ian Boa
Phil Boydell
Sue Dumbleton
Isabella Gorska
Emily McLaughlin
Joan Murphy
Alison Swanson

In Attendance

Wilma Cowie (SC Engagement)
Danny Gibson
John Rowbotham
Residents 20

Apologies

PC McColl
PC Cowan
Residents - 5

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- 3) We were unable to adopt the previous minutes due to there only being one member of the previous council being on the current council.
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- 7) Appointment of Office Bearers – Joan proposed to keep the status quo.

JM 1st
FB 2nd

Chair	Joan Murphy
Vice Chair	Sue Dumbleton
Secretary	Emily McLaughlin
Treasurer	Ian Boa
Planning	Isabella Gorska

- 8) Next AGM - 29th April 2020 at 7pm Riverbank Centre, James Street

Riverside Community Council Meeting Minutes 28th August 2019

In Attendance

Di Alderdice
Fiona Berrow
Ian Boa
Phil Boydell
Sue Dumbleton
Isabella Gorska
Emily McLaughlin
Alison Swanson

In Attendance

Wilma Comrie
John Rowbotham
Residents: 20

Apologies

Joan Murphy

2) No Declaration of Interest was recorded.

3) The previous minutes were adopted.

IB Proposed

4) Matters Arising from previous minutes:

FB Seconded

YouDecide – Improvements for Lovers Walk has been selected as one of the successful projects. A meeting is to be held on the 4th September to discuss the options for this area.

EM approached the councillors regarding approaching the developers for Riverside Quay for money for **tree screening** before the certificate of completion is granted.

Parking surveys are about to be completed in Riverside -input was requested regarding the streets to be monitored.

5) Paul Dumbleton from Riverside Naturally spoke to the meeting about the new charity and their plans for the next couple of years,

6) Reports:

6a) Chair Report

Sue Dumbleton gave Joan Murphy's apologies.

Sue spoke about the hopes of the CC to reduce paper and project any relevant paperwork rather than print out agenda etc. Paper copies can be made available if desired.

6b) Secretary – Correspondence

First Bus was having a consultation about changes in their routes.

The **Children's Panel** is recruiting – details are on the Noticeboard and a meeting in Raploch on the 16th September is being held for further information.

The **Land Reform Policy** has been update and the CC has been given a copy.

6c) Treasurers Report

IB gave details of the CC's current financial situation.

6d) Planning Issues:

IG brought attention to the consultation of a Draft Supplement Guidance, of the Stirling Local Development Plan. This pertains to housing in the countryside, transport and access in new development and flood risk management.

The consultation concludes on the 6th September.

It should be noted that any changes made are not statutory and are only guidelines and not legally enforceable.

7) Subgroups

Active Travel - Di gave an outline about their first successful meeting and the next steps. Cllr Thomson has offered to meet and discuss the Active Travel plans for Stirling. The next steps will be to find out who can help and where to look for funding. A mind map has been created with ideas and comments about what issues and hopes people have for Active Travel relating to Riverside.

(20's Plenty along Forthside Way was suggested)

The 2nd Stage will be to host an active Travel consultation open day in the spring.

24th September is the proposed date for the next meeting of this sub group.

Shiphough Centenary – Sue has been getting in touch with relevant people to see if there is a council plan to mark this occasion.

Christmas Party – Isabella has been organising the Christmas Party which will be held on the 6th December at the Green Lounge. Members of the Community Council will be serving the guests. It is costed at £9.50 per person and it has been approved to apply for £400 in additional funds from the Community Pride Fund.

Communications – The website will be live from the 1st September 2019. Focus is still being made on how balancing digital v's non-digital communication.

Intergenerational – This is not a group yet but is something the CC is committed to develop and members are wanted. Phil will also be attending a conference later in the month. An invitation was extended by the Over 60's group for Phil to join them on the 11th September.

On The River – Fiona gave an outline about their first successful meeting. The next step will be to try and answer some of the questions that arose surrounding the Pontoon, eg what was the vision for it and some practical operational issues.

Riverside Quay – Joan plans to meet with interested parties regarding the next step and find out what the mechanism is to appeal and to discuss what we want as a result of any action we take.

8) **Forthside Way** – The CC was alerted to activity on the vacant space next to Riverside Quay a few hours before the CC meeting. This caused immediate concern as in June there was confirmation that there was planning permission on the site for two further buildings but there was no builder interested. A member of the community spoke about their concerns and reported that the road and pavement had been damaged and trees pulled down. This was felt to be unsafe and potentially unauthorised.

At this point the CC had been in touch with the Council and the Councillors have requested further information about this development. The CC stated that it's intention was to find out as much information as possible.

It should be noted that no councillors were in attendance.

9) Date of Next Meeting

30th October, 7.15pm at the Riverbank Centre

MINUTES

Riverside Inaugural Community Council Meeting Wednesday 24th April 2019, Riverbank Resource Centre

Members present: Diane Alderdice, Fiona Berrow, Ian Boa, Phil Boydell, Sue Dumleton, Isabella Gorska, Emily McLaughlin, Joan Murphy & Alison Swanson.

In attendance: Councillor Jim Thomson; Councillor Ross Oxburgh; Pam Campbell SC; + 11 residents.

Apologies: Apologies were received from residents.

1. Welcome

Pam Campbell welcomed the Community Councillors to the inaugural meeting on behalf of Carol Beattie Returning Officer. The successful candidates are Diane Alderdice, Fiona Berrow, Ian Boa, Phil Boydell, Sue Dumleton, Isabella Gorska, Emily McLaughlin, Joan Murphy & Alison Swanson.

2. Community Council induction

Pam provided an outline of the role of the community council, role of members and highlighted the key compliance. She advised the community council of the handbook for community council and provided Riverside a hard copy. Reminder of ask to community councils to establish, if they have not already done so generic email addresses to facilitate easier access to community council's or council services, partners and community members. The meeting agreed to set up a generic email address for Riverside Community Council.

Community Council Enquiry Service

Pam advised an Enquiry Service specifically for Community Councils has been set up by the Council. This point of contact will enable all enquiries, complaints and queries to be recorded and tracked in the Council's system. The Council will have a duty to respond within 10 working days of the enquiry.

To ensure that the Council can monitor all enquiries and ensure Community Councils are getting responses to queries raised or discussed at their meetings, the Council is asking all Community Councilors to direct all their Community Council enquiries through this service. All replies will be directly to the Community Council's generic email address. More guidance on this is available in the Community Council Handbook.

It is hoped to launch this after the summer, dependent on new technology being developed presently. In the interim can you direct all community council enquires through **info@stirling.gov.uk**

Role of Community Council

Community Councils were introduced through the Local Government (Scotland) Act 1973. They are voluntary organisations. The Act defined the purpose of a Community Council as:

"to ascertain, co-ordinate and express to the Local Authorities for its area and to public authorities the views of the community which it represents, in relation to matters for which those authorities are responsible."

Collectively Community Councillors have responsibility for:

Running the Community Council effectively, ensuring its work is fair and transparent, and within legal guidelines;

Engaging and discovering community views – finding out what is important to everyone in your area and their opinions on issues and activities which affect them;

Expressing those views by **representing your community** at meetings and events, commenting on planning and licensing applications and communicating with the Local Authority and other public bodies;

Taking **forward activities** themselves or in partnership with other groups, to benefit their community and meet community needs.

Role of Members

As individual Community Councillors you have responsibility to:

Represent community views and not your own;

Where appropriate declare an interest in agenda items;

Adhere to the Code of Conduct for community Councillors. The code sets out a series of ethical standards that community Councillors should ensure their actions comply with, the purpose is to ensure that Community Councils are seen as organisations that have integrity, are honest and open.

Be accountable for any decisions and actions taken;

Be non-political;

Work together to ensure the Community Council runs effectively;

Engage with the community to discover community issues.

Key Compliance

The Community Council governing documents (Scheme of Establishment, Constitution, Standing Orders and Code of Conduct) set out a number of activities that a Community Council should carry out to be compliant. Stirling Council will monitor compliance and awarding of the annual admin grant is dependent on these key compliance areas:

Present minutes to Stirling Council within 14 days of being approved;

Inform Stirling Council of any changes to members details as soon as is possible;

Consult with Stirling Council before filling casual vacancies (co-optees);

Hold an AGM in April, May or June;

Submit approved independently examined accounts and draft AGM minutes that include a chairs report on the activity of the community council, by 31 July to allow the processing of the admin grant in September.

Submit to Stirling Council an annual calendar of meetings following the AGM.

Guidance Notes/Templates

To standardise common Community Councils processes and support the effective running of Community Councils, Stirling Council has developed a Community Council handbook with a number of guidance notes (e.g involving the community, complaints, co-options, conflict of interest etc) and templates (minutes, agenda, annual accounts), these will be available on Stirling Council's new website later in the year and one copy will be made available to each Community Council.

This evening we are giving out a copy of the Guidance on governance and further sections will be available before the end of the year. It is important that this is seen as a developing resource which Community Councils can be involved in developing.

3. Area Profile Summary

Pam provided an area profile for the community served by Riverside Community Council.

4. Administration Grant

Pam advised following submission of the annual accounts/draft AGM minutes and consideration of other compliance matters Stirling Council will award an admin grant to the Community Council.

The admin grant is restricted funding and can only be used for the following:

- Hall/Meeting Room Hire;
- Photocopying;
- Postages;
- Production of Community Council's own newsletter or reasonable financial contribution to other forms of communication within the community;
- Design or maintenance of Community Council's own website;
- Involving local people in local decision making (eg surveys or consultations on local issues);
- Participation in local and area Community Planning (eg any administration costs incurred by the Community Council becoming involved in community planning processes);
- Developing links with other local groups (eg costs incurred from joint working with organisations such as the local history society, pathways/environment groups, young people, minority groups, etc);
- General Data Protection Regulations (GDPR) registration fee.

The Administration Grant is **not** provided to cover honoraria, donations or gifts to individuals or other community organisations. No part of the Grant should be passed to any other organisation except in payment of goods or services received.

If the Administration Grant has not been spent in full, on permitted costs, by the end of the financial year, your Community Council may be asked to repay their underspend or the following year's grant may be reduced.

Insurance

Pam advised Community Councils are unincorporated associations. Under the current law in Scotland, an unincorporated association does not have separate legal personality. This means the individual community councillors are personally and severally liable.

Stirling Council arranges public, employer and trustees liability insurance for all Community Councils to minimise the risk to individual community councillors. Pam advised the contact details of Keegan & Pennykid was provided to enable the community council to arrange additional insurance requirements including asset cover. . There was a discussion on assets belonging to the community council. Previous community council member advised the community council had responsibility for a bench, notice board and the meeting asked if Stirling Council had a list of assets. Pam highlighted community councils are independent organisations and it is the responsibility of the community council to retain a list of their assets. There was a discussion around outstanding liabilities including the community orchard and funding secured for a Christmas Lunch which was not hosted. The community council asked if Stirling Council could assist with making contact with previous chair & treasurer of the community council to clarify assets and financial records, including clarification on outstanding liabilities and restricted funding.

5. Appointment of Office Bearers

Community Councillors introduced themselves. Pam explained the office bearing roles & invited nominations.

Chairperson: Joan Murphy. Proposed: Alison Swanson; Seconded Emily McLaughlin.
There were no other nominations for Chairperson.

Vice-Chairperson: Sue Dumbleton. Proposer Joan Murphy; Seconder Phil Boydell.
There were no other nominations for Vice-Chairperson

Secretary: Emily McLaughlin. Proposer Joan Murphy; Seconder Ian Boa.
There were no other nominations for Secretary.

Treasurer: Ian Boa. Proposer Sue Dumbleton; Seconder Fiona Berrow.
There were no other nominations for Treasurer.

Planning/Licensing Correspondent: Isabella Gorska. Proposer: Alison Swanson; Seconder: Diane Alderdice.

There were no other nominations for Planning/Licensing Correspondent.

All office bearers were duly elected.

Pam provided the planning & licensing correspondent a hard copy of the current weekly planning schedule.

6. Signing of the Constitution and Standing Order

The chair and members were invited to sign the constitution and standing order.

7. Meeting Calendar

There was discussion regarding dates for future meetings, it was agreed to meet last Wednesday of the month at Riverbank Resource Centre. Dates for future meetings were

agreed. Future meeting 29th May & 26th June (AGM). The meeting agreed to provide schedule of future meetings following their AGM in June.

The meeting asked if training would be offered to community councils and Pam confirmed training would be made available.

The meeting agreed for the draft minutes and electronic copies of the information disseminated this evening to be circulated round the community council members and to include Elected Members and Elected Representatives.

Pam wished the community council every success and handed the meeting over to the Chair to continue the meeting.

**Riverside Community Council
Meeting Minutes 26th June 2019**

In Attendance

Di Alderdice
Fiona Berrow
Ian Boa
Phil Boydell
Sue Dumbleton
Isabella Gorska
Emily McLaughlin
Joan Murphy
Alison Swanson

In Attendance

Wilma Comrie
Danny Gibson
John Rowbotham
Residents: 20

Apologies

PC McColl
PC Cowan
Residents 5
Emma Plank

2) No Declaration of Interest was recorded.

3) The previous minutes were adopted.

IB Proposed
DA Seconded

4) Matters Arising from previous minutes:

- **YouDecide** Votes finished and results will be announced 1st July
- With regards to the space next to Riverside Quay, it has been confirmed that there is planning permission granted for further buildings. However, there has been no interest for further development at this time.
- Riverside Naturally and residents were keen to explore further tree planting - in particular the screening of Riverside Quay with the support of the community council. JM Proposed, SD Seconded
- The adoption of the **defibrillators** is being investigated further over the summer and a decision will be postponed until investigations are concluded.
- The current situation with the **parking proposals** in Riverside are to be postponed until the residents of Riverside Quay are established and parking surveys are carried out. A further informal meeting will take place once the information has been gathered.
It should be noted that this is council led initiative which the CC can consult upon but we have no responsibility for it.
- There is a photo opportunity at the **pontoon** with some of the Stirling Councillors and a community one at the end of July with details to be confirmed. A focus group is going to be set up over the summer.
- Ian and Emily attended an event hosted by **CityFibre** regarding the roll out of fibre optic broadband in Stirling. They were very pleased to see us and very pleased to engage with everyone to answer questions before they start. There is no date for the full installation although a small area round the school will be done at the end of the summer. **CityFibre** – Emily and Ian attended a meeting with CityFibre to find out more information about CityFibre's plans for Stirling and specifically Riverside. They found the team responsible for the deployment to be very welcoming, informative and very keen to liaise with the communities before the installation started in our area.
The Scottish Government has vowed they by 2021 100% of properties in Scotland will have access to fibre optic broadband and CityFibre are responsible for Stirling. They have already started in other areas and there is no definitive date for the work to be undertaken in Riverside, though after summer/start of winter is most likely. A small bit of work will be undertaken during the summer by the school to avoid access issues with the school children.

CityFibre ensured we had hard copies of all the correspondence that residents will receive and how to contact them and would like to come to Riverside to discuss the process and what we should expect closer to the time of disruption.

5) Reports:

5a) Chair Report

Joan spoke about encouraging people to tell us what matters to them and to e-mail, use the post-its and to speak to us.

She explained about our hopes to send out relevant information to anyone who is interested and invited everyone present to sign up. The website was also mentioned at this point and Joan thanked Anne Bain for her previous work on the existing website and all her effort and help in retiring the site, which was not an easy task.

Emily reiterated that the website was only going to be used for Riverside relevant information, the community calendar and anything specific that an individual may be interested in. In addition no personal details were going to be shared. Emily is the Data Protection Officer.

5b) Secretary – Correspondence:

The **Scottish Ambulance Service** has released a new Clinical Response Model which is an update for the system first implemented in the 1970's and we have a copy to share.

5c) Treasurers Report:

Ian explained that we were in the process of changing the signatories on the bank account. At this time there are no elected officials who have authorisation on the account and we are therefore unable to enquire about and expedite the process. He assured all that are waiting for money that it would be paid as soon as possible.

5d) Planning Issues:

Di, Sue, Isabella and Emily all attended the planning panel where the three current planning objections were being discussed. Thanks was given to those who attended the 3.5 hour event.

It should be noted that there were initial difficulties at the hearing due to poor audio in the Bruce Room, which had been prepared for an overflow of objectors. This was potentially in violation of the Equalities Act. (The Stirling Link Road was being discussed too). This was eventually rectified with more seating being made available in the chambers for the 40+ people.

Councillors Danny Gibson and Jim Thomson both spoke out against the 3 planning issues – which we offer our great thanks, as due to the Community Council not being formed we could not ask to speak at this panel hearing.

All three plans were approved.

Pontoon Parking – amendments being made will be to add more trees and planting to the area and the fencing that was removed should be restored in some form to make the area safer.

Bin Storage at Riverside Quay 19/00169/ – many issues were raised regarding the stand-alone bin storage next to Riverside Quay, fire safety, bin collection and aesthetics – though this wasn't a consideration for planning approval. However, this will be looked into further as it is an obvious concern for the residents of Riverside Quay and the greater community.

Riverside Quay Facia 19/00280/ – this was approved.

Isabella proposed that when the Community Council wish to Object to a Planning Application we also request to have a hearing so that we may speak at the planning meeting and voice the communities objections.

Reason for proposal - This has a time limit of 14 days of the planning application submission.

IG Proposed
SD Seconded

Thank you to Isabella for her preparation and knowledge of the planning process.

It was noted that there is a need for training for the planning aspect of the Community Council role. WC will follow this up.

6) Subgroups:

Riverside Community Council is forming sub-groups with members of the community to address issues that are of importance to our area. It was agreed that a group can only be formed if there are other members of the community involved. People were encouraged to join one or more groups, suggest those we could approach or to simply share any opinions they have.

- **Active Travel Subgroup** (Di) This group aims to make Riverside into a successful Active Travel community, by promoting walking, cycling, public transport and reducing car use as a means for people to enjoy and benefit from healthy, safe and people-friendly streets.
- **Centenary Celebration** (Sue) Next year sees the centenary of the houses built at Shiphaugh in Riverside. The Community Council has been approached to consider an event to mark the occasion. Given Shiphaugh's importance as Stirling's first post WW1 public housing development the Community Council would like to consult with residents and the council regarding a celebration of these important houses.
- **Seniors Christmas Party** (Isabella) The CC is keen to ensure the seniors party goes ahead this year. Funding has been secured from Waitrose last year and it was agreed that the community council would apply to the Community Pride Fund for funding for the Christmas Party.
- **Communications** (David) A website is currently in development, Emily will be working on a community calendar, we will be trialling drop-ins during the day over the summer and we will be looking into noticeboards too. WC will follow this up.
- **Intragenerational** (Phil) This sub group will be looking at ways to engage all the different generations living in Riverside. Particular consideration will be given to social isolation and intergenerational activities.
- **On The River** (Fiona) This sub group will be looking into the current and possible future use of the new pontoon on the River Forth and hoped to liaise with the council and other interested parties.
- **Students** (TBD) This sub group would explore a relationship with the Students in the area, with potential links to Riverside Quay.
- **Environmental** Emily plans to liaise closely with Riverside Naturally regarding Riverside's green spaces. She will also address any issues that are raised through the community or planning issues that have an environmental impact.

7) AOB

Giant Hogweed was noted as a concern as it appears to be spreading along the banks of the river again. The Allotment Association has asked Network Rail to address this issue and is waiting to hear back.

Concern was raised about the abuse of the parking next to the pontoon. Emily is meeting with Julie McPhee on Sunday 30th re-pontoon photo op and would discuss it with her then.

The lack of yellow lines at the corner of Ronald place was raised as a concern. Sue has address this previously and has been assured these will be painted on at some point.

Isabella wanted to raise awareness of a fundraising effort for Strathcarron Hospice where £500 was raised which helped buy a £10,000 cuddlebed for residents who due to illness were unable to snuggle with their loved ones. This will be a huge asset for the hospice.

Clr Danny Gibson was pleased to inform us that the Peak will now have a Changing Places Facility. This is fully accessible toilet facilities for those who need further assistance.

8) Date of Next Meeting

25th September, 7.15pm at the Riverbank Centre

Riverside Community Council
Annual General Meeting
26th June 2019

In Attendance

Diane Alerdice
Fiona Berrow
Ian Boa
Phil Boydell
Sue Dumbleton
Isabella Gorska
Emily McLaughlin
Joan Murphy
Alison Swanson

In Attendance

Wilma Cowie (SC Engagement)
Danny Gibson
John Rowbotham
Residents 20

Apologies

PC McColl
PC Cowan
Residents - 5

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JM 1st
FB 2nd

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Vice Chair	Sue Dumbleton
Secretary	Emily McLaughlin
Treasurer	Ian Boa
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