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MINUTES of MEETING of OBAN COMMON GOOD FUND held in the MUNICIPAL BUILDINGS, OBAN on MONDAY, 15 FEBRUARY 2016

Present: Councillor Elaine Robertson (Chair)
Councillor Alistair MacDougall Councillor Iain A MacDonald

Attending: Shirley MacLeod, Area Governance Manager
David MacGregor, Simmers & Co
Marri Malloy, Chair of Oban Community Council
Dugald Cameron, Church of Scotland

1. APOLOGIES

There were no apologies received.

The Chair ruled and the Group agreed, in terms of Standing Order 3.2.2 that an application regarding MacQueen Bros Charitable Trust dealt with at item 11(c) of this Minute, be taken as a matter of urgency due to the need for decisions to be made in advance of forthcoming planned events.

2. DECLARATIONS OF INTEREST

The Chair declared a non-financial interest in item 11(b) and 11(c) of this Minute as she is the Chair of the Cruise Ship Group and she attended the Committee that is organising the 90th Birthday Celebrations for HM the Queen. She left the room and took no part in the discussions of these items.

Marri Malloy declared a non-financial interest in item 11(b) of this Minute as she is a member of the Cruise Ship Group. She left the room and took no part in the discussion of this item.

David MacGregor declared a non-financial interest in item 11(b) of this Minute as he is a member of the BID4OBAN group, which is the parent body of the Cruise Ship Group. He left the room and took no part in the discussion of this item.

3. MINUTES

The Minutes of the Oban Common Good Fund meeting held on 19th November 2015 were approved as a correct record.

4. OBAN COMMON GOOD FUND LOGO AND RAISING AWARENESS

The Trustees considered four logo's from the Council's Communications Team. The Trustees wished to explore in more depth, ideas for a new logo.

Decision

1. Councillor MacDonald offered to design possible logos for the Oban Common Good Fund, which the Trustees agreed to, and this would be circulated to Trustees for comment before the next meeting in May;
2. The Trustees asked the Area Governance Manager to explore costs of two pop up banners, one with a colour photo of Oban and one with black and white stamp logo which can be used by organisations for publicity, and to bring those costs back to the next meeting in May;
3. The Trustees agreed to add the wording "Investing in Our Community for over 100 years" and add the council website address to the application form.

5. CORRESPONDENCE

(a) Oban Gaelic Choir

The Trustees received a thank you letter from Oban Gaelic Choir, thanking the Oban Common Good Fund for the £3,000 grant.

Decision

The Trustees noted the information provided.

6. END OF PROJECT MONITORING FORMS

(a) Oban Youth Cafe

The Trustees received an End of Project Monitoring form from Oban Youth Café.

Decision

The Trustees noted the information provided.

(b) Local Organising Committee - MOD

The Trustees received an End of Project Monitoring form from the Local Organising Committee of the Mod.

Decision

The Trustees noted the information provided.

The Council resolved in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the press and public for the following items of business on the grounds that it was likely to involve the disclosure of exempt information as defined in Paragraph 6 respectively of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

E1 **7. ACTUAL INCOME EXPENDITURE REPORT**

A financial statement detailing the current position of investment transaction for the period 1st April to 31st December 2015 was considered.

Decision

The Trustees noted the information provided.

(Ref: Financial Statement by David McGregor, Simmers and Co dated 15th February 2016, submitted).

E1 **8. DISCUSSION ON BANK ACCOUNTS**

Mr MacGregor asked the Trustees for their comments and permission to set up online banking for the Oban Common Good Fund, for applicants to be paid by BACs instead of cheque which would save administrative time and cost the fund less money.

Decision

The Trustees agreed for an online banking account to be set up for the Oban Common Good Fund and the Senior Area Committee Assistant agreed to contact the bank to set it up.

E1 **9. OUTSTANDING COMMITMENTS**

The Trustees noted the outstanding commitments to date and noted that there is one outstanding commitment to the Oban Common Good Fund to Oban Winter Festival of £1,000 potential underwrite.

The Area Governance Manager advised Trustees that she had received a letter from Oban Winter Festival confirming that they unfortunately could not go ahead with the finale of the festival due to bad weather conditions.

Decision

The Trustees agreed to write to Oban Winter Festival asking for more information on their present financial position.

E1 **10. APPLICATION SUMMARY**

The Trustees noted the application summary for the continued and new applications.

E1 **11. NEW APPLICATIONS**

(a) **The Laurinburg Exchange Students - Oban High School**

The Trustees considered an application from Oban High School.

Decision

The Trustees agreed to write to Oban High School asking for clarification

and more information on the hire of the two mini buses, advising them that this application will need to be resubmitted from a constituted group with a copy of their constitution and accounts and will be reconsidered by the Trustees at the May meeting.

Marri Malloy and David MacGregor, having declared a non financial interest in item 11(b), left the room and took no part in the discussion of this item.

Councillor Robertson, having declared a non financial interest in item 11(b) and 11(c), left the room and took no part in the discussion of these items. Councillor MacDougall took the Chair.

The trustees agreed to delegate responsibility to the Area Governance Manager for discussion of these items, to ensure the meeting remained quorate.

(b) **The Cruise Ship Group**

The Trustees considered an application from the Cruise Ship Group.

Decision

The Trustees agreed to disperse £500.

(c) **MacQueen Bros Charitable Trust**

The Trustees received a late application from MacQueen Bros Charitable Trust.

Decision

The Trustees agreed to disperse £500.

Councillor Robertson returned to the meeting and took the Chair.

12. DATE OF NEXT MEETING

The next Oban Common Good Fund meeting is scheduled for Monday 16th May 2016 at 10:30am in Municipal Buildings, Oban.

The Trustees agreed the following dates for the remainder of 2016:

- Thursday 25th August 2016 at 11am
- Thursday 17th November 2016 at 2:30pm

The Senior Area Committee Assistant agreed to get venues booked and calendar invites sent out to Trustees.

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