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## MINUTES of MEETING of OBAN COMMON GOOD FUND held in INTERVIEW ROOM 2, MUNICIPAL BUILDINGS, OBAN on THURSDAY, 31 MAY 2018

**Present:** Councillor Elaine Robertson (Chair)

Councillor Kieron Green

Councillor Jim Lynch

**Attending:** Melissa Stewart, Area Governance Officer  
Marri Malloy, Community Representative  
Dugald Cameron, Church of Scotland

### 1. APOLOGIES

Apologies were received from Councillor Jamie McGrigor, no other attendees were expected.

### 2. DECLARATIONS OF INTEREST

Councillor Robertson declared a non-financial interest at item 8. (b) Home Start Lorn citing her daughter works for another branch of Home Start in East Lothian.

Councillor Lynch declared a non-financial interest at item 8. (c) citing he had previously worked with Oban Youth Café a number of years ago.

Both Elected Members remained in the room for the duration of these items.

### 3. MINUTES

The minutes of the Oban Common Good Fund held on 2<sup>nd</sup> March 2018 were approved as a correct record.

### 4. CORRESPONDENCE

The Trustees noted thank you letters from Port of Oban Cruise Ships and Oban Live.

### 5. END OF PROJECT MONITORING

#### (a) End of Project Monitoring Update

The Trustees considered a report outlining the number of outstanding end of project monitoring reports from organisations that had received funds from the Oban Common Good Fund.

#### **Decision**

The Trustees agreed to instruct the Area Governance Officer to invite those organisations who have not yet returned their monitoring forms to do so in order to comply with the terms of the grant funding.

(Ref: Report by Area Governance Officer dated 31<sup>st</sup> May 2018, submitted)

The Committee resolved in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the 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 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

The Chair ruled and the Trustees agreed that although Oban Community Council were currently not constituted, Marri Malloy, as an elected member of Oban Community Council should remain on the Oban Common Good Fund as an independent advisor and community representative, noting that the community council will consider the appointment once constituted.

(b) **UHI Wind and Wave Club**

The Trustees considered an end of project monitoring form from the UHI wind and wave club which was noted.

E1 **6. ACTUAL INCOME EXPENDITURE REPORT**

The Area Governance Officer informed the Trustees that a report was not provided at this meeting due to the accountancy firm Simmers and Co currently being out of contract.

The tendering process for a new contract is currently being undertaken.

**Decision**

The Trustees:

1. Noted the information provided.
2. Noted a privacy notice had been prepared by the Area Governance Officer prior to GDPR coming into effect on 25<sup>th</sup> May 2018 and that this would be included in all future application forms and;
3. Requested that the Oban Common Good Fund be consulted on the tendering process on the basis that they have the responsibility for ensuring that the trust funds are spent in the best interests of the inhabitants of Oban.

(Ref: Verbal update by Area Governance Officer dated 31<sup>st</sup> May 2018, submitted).

**7. APPLICATION SUMMARY**

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

**8. NEW APPLICATIONS**

(a) **Glencruitten Cathedral of Trees**

The Trustees considered the application from Glencruitten Cathedral of Trees.

## **Decision**

The Trustees:

1. In noting that the application, although out with the former burgh boundary, would directly benefit the residents of Oban, agreed to award £3000 to Glencruitten Cathedral of Trees for volunteer/ visitor improvements subject to the following conditions being met:
  1. That the applicant ensures advice is taken from Argyll and Bute Planning Authority to confirm planning permission is not required; and
  2. that the latest end of project monitoring form be completed and submitted by the organisation with a delegation given to the Area Governance Officer, in consultation with the Chair, to release the grant payment having determined that the grant was (a) spent in its entirety and (b) spent in accordance with the purposes for which it was made.

### **(b) Home Start Lorn**

The Trustees considered the application from Home Start Lorn.

## **Decision**

The Trustees:

1. In recognition of the work undertaken by Home Start Lorn, agreed to award £200 to the organisation towards the purchase of 30<sup>th</sup> Anniversary keepsake gifts but that the remainder of the monies sought be declined on the basis that the proposals were not consistent with the Oban Common Good Fund criteria, and;
2. Suggested that the applicants may wish to apply to the Provost's Fund in respect of their commemorative proposals, requesting that a letter of support be sent on behalf of the Trustees to the Provost of Argyll and Bute Council in support, should the group decide to apply.

### **(c) Oban Youth Cafe**

The Trustees considered the application from Oban Youth Café.

## **Decision**

The Trustees:

1. Agreed to continue the application in order to seek additional information from the applicant and to allow the applicant to submit the planning permission referred to in the application, and;
2. That the Area Governance Officer, in consultation with the Chair, determine whether, in light of the information provided, there is a need for a representative from the Oban Youth Café to attend the August meeting of the Oban Common Good Fund.

## **9. DATE OF NEXT MEETING**

The next ordinary meeting of the Oban Common Good Fund is due to take place in Oban (venue yet to be confirmed) on the 15<sup>th</sup> August 2018 at 2.30pm.

The Trustees noted that they would like the fund to be widely advertised to make more organisations aware of the funding that is available from the Oban Common Good Fund and they also requested that the two independent observers appointed to the Oban Common Good Fund be issued with paper pack agendas as they have not been issued with IPad's.