

**MINUTES of MEETING of OBAN COMMON GOOD FUND held in the MCCAIG SUITE,  
CORRAN HALLS, OBAN  
on THURSDAY, 15 NOVEMBER 2012**

**Present:**

	(Chair)	
	Councillor Elaine Robertson	
Councillor Fred Hall		Councillor Iain A MacDonald
Charles Reppke		Head of Governance and Law
Tricia O'Neill		Central Governance Manager
Andy Newiss		Associate Member (R A Clements)

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were intimated by:-

Councillor Alistair MacDougall

**2. DECLARATIONS OF INTEREST (IF ANY)**

There were no Declarations of Interest.

**3. MINUTES OF PREVIOUS MEETING - 10 OCTOBER 2012**

The Minute of the previous meeting held on 10 October 2012 was approved as a correct record.

**4. CORRESPONDENCE**

**(a) OBAN BOWLING CLUB**

A thank you letter was received and noted from Oban Bowling Club for receipt of funding from the Common Good fund.

**(b) OBAN WAR AND PEACE MUSEUM**

Oban War and Peace Museum had written requesting clarification as regards the previous expression of support from War and Peace Museum. It was agreed that a letter be sent on behalf of the Trustees to the museum to clarify the position that they had receive a payment for the current financial year and indicating that the trustees had reduced funds at their disposal for future years but that they could apply for funding next year.

**5. WIDENING THE TRUSTEESHIP /INVITING OBSERVERS TO COMMON GOOD FUND MEETINGS - VERBAL DISCUSSION**

The Committee discussed options to widen Trustee Membership and/or invite observers to the meeting to ensure greater visibility to the

community of the application of the fund.

Having heard from the Head of Governance and Law in this regard it was noted that clarity was required on the role of additional members/observers in the decision making process.

The Committee proposed to invite the Chair of the Oban Community Council and a Church Representative to participate in future meetings however they would not have voting rights.

**Decision:**

The Trustees agreed to invite observers to attend one from the community council and one representing the religious community in Oban. They would not have voting rights but would be invited to offer views on the business of the fund.

**6. DISTRIBUTION POLICY/CRITERIA FOR APPLICATIONS**

It was noted that Agenda items 6 and 7 would be taken together and having heard from the Head of Governance and Law in this regard the Trustees agreed that the revised criteria for applications and a refreshed distribution policy should be developed and presented to a future meeting for noting.

**Decision**

The Committee agreed that the Clerk should incorporate the revised criteria for applications and a refreshed distribution policy to be presented to a future meeting for noting.

**7. REPORT ON INCOME AND EXPENDITURE - 1.4.12 - 14.11.12**

A report was presented by Andy Newiss as independent advisor and the Committee noted the current financial position and outstanding commitments.

Updated information was requested in relation to the current status of projects with committed funding as agreed by the previous trustees and it was agreed this would be taken forward by the Chair in respect of Shopmobility and by the Area Governance Manager for all other matters.

The Committee requested that consideration be given to inclusion of the current financial status of the Common Good Fund being hosted on the website.

Discussion took place in relation to future predicted income and costs associated with the investment of funds. It was noted that the Chair had been in discussion with the Head of Strategic Finance in relation to stockbrokers fees and that a report would come to the February Committee in this regard.

## **Decision**

1. The Area Governance Manager to collate updated information on the status of funded projects for consideration at the next meeting.
2. Area Governance Manager to explore arrangements for inclusion of financial status of Common Good Fund on website and report back.
3. Head of Strategic Finance to present report on costs associated with maintaining Common Good Fund investments in February.

## **8. END OF YEAR PROJECT MONITORING**

The Committee considered a report from the Area Governance Manager on proposals to monitor the use of Common Good Funds by requiring beneficiaries to complete an end of Project Monitoring Form.

The Committee welcomed the report and agreed to adopt the proposed process and template form.

### **Decision:**

The Committee agreed to adopt the end of year project monitoring process and template form.

## **9. PRESENTATION OF QUAICHS**

The trustees agreed to award quaichs to the recipients detailed in the report and that arrangements be made for the trustees to present these as soon as convenient.

## **10. NEW APPLICATIONS**

### **(a) ARGYLL AND BUTE RAPE CRISIS**

The trustees considered an application from Argyll & Bute Rape Crisis requesting a grant of £2000 towards the provision of suitable premises to support training delivery to front-line workers.

The trustees noted that this was a request for support with core costs and as such was contrary to the core principles of the distribution criteria. Additionally it noted that the organisation had previously been the recipient of Common Good funding to the value of £1508 and was also in receipt of funding from A&B Council.

### **Decision**

The request was rejected on the basis that it did not meet the core

principles associated with the distribution of Common Good Funds however the response should include reference to further avenues of support that may be available from the Council.

**(b) OBAN AND LORN YOUTH PIPE BAND ASSOCIATION**

The Committee considered an application from the Oban and Lorn Pipe band requesting a grant of £4,000 towards the purchase of new drums and equipment for the novice juvenile band.

**Decision**

The Committee agreed to award the sum of £1000.

**(c) GLENCRUITTEN GOLF CLUB**

The Committee considered an application from Glencruitten Golf Club for £15,000 over 3 years to support the junior level golf training programme. Funding would go towards training coaches, purchase of equipment, transportation costs and upgrading of locker room.

**Decision**

The Committee noted that in accordance with its distribution policy it could not deal with multi-year applications however it would encourage the Club to reapply for future funding. It noted the good work that was being undertaken to support young golfers and agreed to award £1000 for the specific purpose of continuing to support young people and encourage the next generation of golfers.

**(d) WINTER FESTIVAL COMMITTEE**

The trustees agreed to consider an urgent application from the Winter Festival Committee seeking funding to meet insurance liability costs associated with the erection of the gift of an additional Christmas tree to the town.

It was noted that Transerv who owned the area of land where the tree was to be sited had insisted on a higher than usual level of insurance liability of £10m. thereby incurring additional costs which had yet to be fully determined.

**Decision**

Pending further detail on costs and the completion of the application form by the Winter Festival Group in relation to insurance liability costs the trustees agreed to delegate authority to the Head of Governance and Law in consultation with the Chair to approve the application.

**(e) CHRISTMAS LIGHTS**

The trustees also noted the position in relation to the funding of the

Christmas lights and recent correspondence from the town traders, it was understood that funding of £16,000 was in place to support this which included:

£8,000 – Common Good Fund

£6,000 – Traders

£1,000 – Community Council

£1,000 – McQueen's Family Trust

The Chair advised the trustees that it was her understanding that the funding might be in place as outlined and requested that the Head of Governance and Law confirm the position.

(Note: It was subsequently confirmed by the Chair of the Oban Town Centre Traders Amenity Association that there remained a shortfall in funding of £2,950. In accordance with the previous decision of the Oban Common Good Fund to underwrite the shortfall, the sum of £2000 was released)