

Minutes

FIRST MEETING of THORNHILL Community Council

On Wednesday 28 October 2024 at 7.15pm in
Old School Thornhill, Station Road, Thornhill, DG3 5DF
Returning Officer: Darren Burns

The Returning Officer chaired the meeting pending the appointment of the Chair.

1. Present and Apologies for Absence.

Attendees:

Community Councillors:

BELTON, Michael, J.
HARKNESS, Corinna J.
HENDERSON, Claire
HODKINSON, Sharon
PARK, Adam
RENICKS, James T.B.
SHELBY, Elizabeth, M.
WATSON, Keith J.
ZDRAVKOVIC, Adam

2. Appointment of the Chair.

Chair: Jim Renwick
Proposer – Elizabeth Shelby

3. Appointment of the Secretary.

Secretary: Adam Zdravkovic
Proposer – Sharon Hodkinson

4. Appointment of the Treasurer.

Treasurer: Sharon Hodkinson
Proposer – Keith Watson

5. Acknowledge and Sign the Amended Scheme for the Establishment of Community Councils in Dumfries and Galloway as Constitution (Paragraph 16).#

Constitution of the Community Council
Noted by Council members and signed by Chair and another Secretary

6. Agree Dates, Times and Locations for Ordinary Meetings of the Community Council and Annual General Meeting

Dates and locations of ordinary meetings and AGM

Agreed upon every 6 weeks. 1st Monday of one month, then 3rd Monday of the month after.

With the first on 2nd December 2024

Location: Friendship Club, Thornhill

ACTION: Need to book the Friendship club – Secretary 2nd December 2024, 20th January, 3rd March, 21st April, 2nd June, (holiday break), 1st September, 20th October, 1st December.

Date of AGM: (was agreed as 17th March, Time: 7.15pm, Location: Thornhill Friendship club, but after Returning Officer left we changed the dates to the above so the Council will need to be updated by Secretary when a new date is set.

ACTION: Update accountant – AGM on 3 March 2025 or 21 April 2025 once agreed between Community Council (CC) members – Treasurer

ACTION: Location and format of AGM to be decided at next meeting.

ACTION for treasurer:

- Sharon to speak to the accountants to determine when the accounts for 2023-2024 tax year will be ratified, Sharon to provide an update at the next meeting. Give the date of the AGM.
- When will the accounts for the tax year 2024-2025 tax year be available Sharon to work with the accountants to get a date agreed so as not a year out of date.
- Why do we use the tax year as the financial year, if we changed the financial year to Jan-Dec would it be easier for the accountants to ratify earlier.

7. Dumfries and Galloway Community Council Overview.

Returning Officer gave overview

New members

CC members to represent the views of those within the CC boundary.

Council provides rulebook and constitution, which gets amended from time to time. Constitution provided to Secretary.

Hazel Kerr – Community and Democratic Services Officer

Fiona Daubney – Ward Officer, Mid and Upper Nithsdale

CC Enquiry Service – central mailbox and 5 business days to get a response

New interested members

- Normal process is slightly different to the below but because we are right at the beginning of the cycle include as a casual vacancy, no voting required.

ACTION: for the CC to decide how to approach this at the next meeting.

8. Dumfries and Galloway Council Annual Discretionary Grant 2024/2025

Returning Officer spoke about discretionary grant

ACTION: Items 9 to 13 in the Agenda of the first meeting of Thornhill Community Council (TCC) will be considered in the next meeting. Secretary to add to agenda for 2nd December meeting.

9. Appointment of an Independent Examiner(s) of Accounts (Paragraph 11.5).

10. Process for the Co-option of a Community Councillor or Associate Member in terms of the Amended Scheme for the Establishment of Community Councils in Dumfries and Galloway (Paragraph 5.5).

11. Consider the Appointment of any Sub-Groups (Paragraph 9.7).

12. Consider the production of Certified Statement of Assets and Liabilities of former Community Council (as appropriate) (Paragraph 13.3).

13. Consider Public Liability Insurance cover provided by Dumfries and Galloway Council (Paragraph 12).

Any Other Business

List of 15 points from Reminders and Correspondence.

5 Funding applications.

ACTION: Secretary will provide Funding application detail in advance of future meetings so that during the meeting only approval/rejection needs to be voted upon.

1. Approve minutes of previous meeting – Monday 19 August 2024

Approved by Sharon Hodkinson, Seconded by Keith Watson

2. Cottage hospital consultation 29/10/2024

ACTION: Jim to attend and will provide feedback at the next meeting. No CC members had points for Jim to feedback at the meeting.

3. Defibrillators

Discussion on how to use, based on the fact that wrong procedure was followed.

ACTION: Secretary to order new pads for all three defibs, plus an extra set of pads, and find out the cost of new batteries

4. Remembrance Sunday

ACTION: CC members to lend a hand on the day – Sharon Hodkinson, Keith Watson, Elizabeth Shelby

ACTION: Lay the wreath on behalf of CC

ACTION: Piper to track down – Jim Renwick

5. Planning

No update

6. Christmas Event

Date 24th November 2024 2pm to 6pm

Adam Z gave an update. Lots of stalls signed up – past and new.

Lights 4pm. No baubles competition this year.

ACTION: Secretary to complete Christmas post after Halloween. (facebook)

ACTION: Need CC members to help set up 12-2pm

ACTION: Need CC members to help pack away 6-7.30pm

Coop want a stand outside the shop

Thornhill Inn wants a stand outside the pub – if a spare Gazebo wants to use it.

ACTION: Jim to provide Adam Z with details of new owner of Thornhill Inn

ACTION: insurance – Secretary to arrange and Treasurer to pay for

ACTION: Raffle – Sharon to run on the day. Claire to collect the raffle prizes from local businesses. Sharon to share the list from last year with Claire.

Hampers – decided that would not purchase from Tarff instead Sharon and Claire will put together the Hampers. Sharon to do the big hamper. Claire to do the medium hamper.

Sharon to check what was spent last year and use the same budgets for this year. Budget for Large, budget for medium, budget for kids.

ACTION: Secretary to speak to police about road signs and cones and extend further south through the village, beyond the roundabout.

ACTION: 250 selection boxes required at the Buccleuch – Sharon.

ACTION: Speakers/sound system needs to be in one of the CC gazebos, plus power source. Need to find suitable location e.g. Buccleuch.

ACTION: Secretary to complete risk assessment and entertainment (including the Organist, all agreed this would be a good value spend of budget).

ACTION: Organist contact details Jim to pass to Adam Z.

ACTION: Find out if table that broke at the Gala day was fixed – Corinna Harkness

7. Place Plan

Adam Z really good piece of work so far.

Michael Belton out of date no mention of the Cottage hospital work going on.

ACTION: Email Annie this feedback - Secretary

8. South of Scotland Community Housing (SOSCH)

Come to speak to CC members about buildings in Thornhill they think might be suitable for housing projects.

ACTION: Plan a date for attendance at one of the future meetings – who will do this?

9. Letter of resignation from Admin support

10 hours work per month

ACTION: Letter of thanks and appreciation to be sent to David Smith - Secretary

Adam Z's wife, Isabel, could take on the role. However, she would not be able to do this until January 2025.

ACTION: Member of the public Rachael to write up minutes for this meeting and the next. Adam Z can cover the extra work until January 2025

ACTION: Need to advertise Admin support position – Secretary will advertise as soon as possible with delayed start date, and minimum required closing window.

10. Bin storage

Agree a note to be posted to all businesses in the communal village areas, then send the note.

ACTION: Elizabeth to prepare such a note and share at the next meeting for approval.

Various other ideas discussed but the first step should be above with further action agreed if required.

11. Strategic Housing Improvement Programme (SHIP)

Appeal/Turned down plan, if in the SHIP this makes it more likely for government to approve.

ACTION: Request that the Queensbury Brae Wheatley housing land can be removed from the SHIP, all agreed in principle that letter should be sent.

ACTION: Elizabeth will compose a draft letter and send to Secretary who will send on.

12. Land Development Plan (LDP) review

Review process asked for community to give feedback through a survey, ~June.

Do not appear to be coming to the CC to ask for feedback.

450 houses in the Land development plan.

Community place plan will feed into LDP, but Review is planned to complete in October. Relying on the fact that the completion of the review will run late. The Community place plan will arrive too late to feed into LDP.

ACTION: Letter to state that we would like formal opportunity to give feedback on the plan. CC agreed in principle that letter should be sent.

ACTION: Elizabeth will compose a draft letter to give CC and the Community a chance to give formal review of LDP and send to Secretary who will send on.

13. Nadara Grant Bid

Dalswinton Active travel group have renamed themselves as Nadara.

Would like to apply to put in bike stands and benches in line with the conclusions from Active travel survey.

NOTING: Putting in a bid for £12k to Nadara, but noting to CC that they are hoping to apply to TCC for 20% of the funds for this. This is not a request/application just a note that they intend to come to TCC.

14. Active travel survey

Ongoing discussion about shutting down Boat Brae for a trial period to encourage pedestrian/cyclists.

Some concerns about emergency services/farm access.

NOTING: Bringing to attention of the CC and asking for opinion/discussion.

ACTION: Elizabeth to compose a letter that will go to Tony Topping (current contact for Road Safety)

15. Communication plan

Discussion around physical/online newsletter distribution – contents, frequency and cost.

Discussion on Facebook group and number of members.

ACTION: Agreed to budget of £275 for 1500 copies (trifold gloss colour) to be printed. Timing to give details of new website and AGM. Aim for January issue with a theme of 'look back on 2024'.

ACTION: Provide a further update about general strategy at next meeting.

16. Fraud case update from Sharon (Treasurer).

Grant Funding applications

17. Firework Night Rotary Club

Approved: £350 donation to the Rotary Club for fireworks

ACTION: Treasurer to make payment, Secretary to contact club

18. Thornhill Community Food initiative

Rejected: Request for £3900 per annum.

ACTION: Provide feedback - Secretary

19. Thornhill Golf Club

Rejected: Request for assistance towards the cost of firepit and gas heaters.

ACTION: Provide feedback - Secretary

20. MUGA – Thornhill Sports Development Consortium

Approved: £910 for cleaning of the MUGA to prolong the life of the facility.

ACTION: Treasurer to make payment, Secretary to contact club

21. Friday Art Club

Rejected: Request for £1600

ACTION: Feedback need to request for funding in advance ~2 quarters (at least).

ACTION: Provide feedback – Secretary. Secretary to make the above guidance clear in the application form for funding.

Next meeting will be held at 7.15pm on 2nd December 2024 at the Friendship Club, 15 W Morton St, Thornhill DG3 5ND