

**Elgin South Area Forum
Development Planning Meeting
Tuesday 13th April, 2010**

Present: Aileen Marshall, Rebecca Kail, Daniel Scott, Elizabeth Scott, Christine Clerk, Steve Christie, Louise Ellerby, Gordon Fimister

Apologies: Marilyn Kelly

In Attendance: Councillor John Divers, Moray Council
Linda Adam, Community Support Officer

Linda gave a PowerPoint presentation based upon the Area Forum Action Plan which covered Community Planning, Community Planning structures and the role/remit of area forums.

The frequency of meetings was discussed. A number of suggestions were considered with agreement being reached to hold monthly meetings, on the third Tuesday of each month, with the business of the forum being discussed one month and a themed speaker being invited every alternative month. Having themed speakers would give the area forum an overview of what the Community Planning partners were doing in the Elgin South area as well as what their priorities are.

It was agreed that meetings be held in different venues with a view to attracting other members of the community. Potential venues to include NEON, New Elgin & Ashgrove Hall, Elgin High School, Cedarwood and possibly Glassgreen.

Linda distributed a suggested agenda which could be utilised. Those present felt it could be used, with time afforded at business meetings to identify what questions the area forum wished to ask the invited speaker at the following meeting. Time should also be afforded for community issues at the themed meetings.

Those present wished to maintain the monthly update which was distributed prior to the area forum meeting last month. Linda advised that this would require those attending other meetings/groups to ensure that information was passed to her, or the secretary once appointed, in plenty of time to be distributed prior to the meeting.

The forum members then turned their attention to the Community Engagement section of the action plan. It was suggested and agreed that the setting up of a strategy group and community issues group be deleted. Linda to update community engagement section of action plan and distribute finalised version.

The question was raised how to involve young people. Councillor Divers highlighted that the Youth Council operate out of the Youth Café and young

people are now represented on all of the theme groups. It was noted that the forum needs to reach out to young people e.g. Dookiteers

Linda stated that she has been tasked with setting up a working group with a view to developing an area forum handbook, which will include an induction session, for new and existing area forum members. The induction session could be used by forum members, with support if required, to promote the area forum to other community groups and organisations.

Setting meeting dates and venues in advance means that the forum are in a position to promote itself through a variety of methods, including a letter to community groups and organisations utilising a database Linda holds, posters in local shops etc, the Community Planning website, Northern Scot, word of mouth, etc.

Linda highlighted filling the position of secretary was important in order that the area forum could be more independent of her. Christine enquired as to what was involved in being the secretary. Linda suggested a meeting with Christine to outline same.

Aileen stated that it is important that she is not the only forum representative on groups e.g. Moray Forum, suggesting others attend in future. Rebecca reinforced the importance of area forum representation which helps in getting an idea of the bigger Community Planning picture.

The following dates were confirmed for future meetings:-

Tuesday 18 th May	NEX, Elgin High School
Tuesday 15 th June (themed)	NEON
Tuesday 20 July	New Elgin & Ashgrove Hall
Tuesday 17 August (themed)	NEON
Tuesday 21 st September	To be confirmed
Tuesday 19 th October (themed)	NEON

Linda to book venues. Area forum members were requested to note dates and venues in their diary.