



**MINUTES OF FORRES AREA FORUM MEETING
WEDNESDAY 4TH SEPTEMBER 2013**

PRESENT

Brian McDonald, Chair	Fabio Villani, Vice Chair
John Bremner, Treasurer	Councillor Anne Skene
Councillor Lorna Creswell (arrived 8.50 pm)	Angela Sutherland
Ian Todd	Naomi Zair
Terry Monaghan	Richard Hartland
Tina Coffey, Minutes	

AGENDA ITEM	DISCUSSION	ACTION
Welcome from Chair	Brian welcomed everyone to the meeting.	
Apologies	Apologies were received from Andrew Anderson, Sandra Maclennan and Carin Schwartz	
Presentations	Richard Hartland, Corporate Director Environmental Services, The Moray Council gave an interesting presentation outlining his wide remit and informing those present of how the Council budget cuts have affected the departments he is in charge of.	
Minute of FAF Meeting held in July 2013	The following amendments: <ul style="list-style-type: none"> • Under FACT, Lead Development Officer should read Local Development Officer • Under Sanquhar Loch after the name Peter Airey the words "is also" should be inserted (last sentence of paragraph) The minutes were proposed by Fabio Villani and seconded by John Bremner	
Matters Arising	<ul style="list-style-type: none"> • The Vice Chair emailed contact details for Katalin Boda (now Katalin Urquhart) to the Secretary. • The Secretary has forwarded on the MTP report. • The constitution was circulated to FAF members. • The Chair will take this item, closer working between FACT and FAF, to the FACT Board meeting on 14th October. • Kresanna Aigner was not available for this meeting the 	BM

	<p>Secretary to carry this item, purchase of extension cables, forward to the next meeting.</p> <ul style="list-style-type: none"> • Carin Schwartz unable to attend this meeting and this item, contact with Jo Smithson, to be carried forward to the next meeting. • Councillor Creswell has circulated the database of organisations in Forres, to be launched in the Hub and the database can be accessed on line, a piece has been written for the Gazette. Secretary to send the Vice Chair a copy of the database. • Secretary to raise an invoice on behalf of Eileen Greig and send to Treasurer for payment. • Councillor Creswell to report back to meeting re contact with Joe Pirie. • The query re banners at the Forbeshill roundabout is to be carried forward to the next meeting. 	<p>TC/KA</p> <p>TC/CS</p> <p>TC</p> <p>TC</p> <p>LC</p> <p>LC/TC</p>														
Treasurers Report	<p>Current balance stands at £3,997.66, which includes £38.36 remaining from the MTP spend, £276 for insurance, £100 Youth Fund money which is to be discussed when Councillor Creswell is present at the next meeting and 66 pence in interest. Two cheques cashed this month, £50 secretarial duties and £100 to Louise Pigott for the logo design.</p>	<p>LC</p>														
Moray Towns Partnership (MTP)	<p>Meeting held on Monday, a summary of last years spends was discussed and the carry forward figure from last year is £1,500, resulting in a budget of £16,500 being available for 2013/14. The spending for 2013 – 2014 was previously agreed as follows:</p> <table border="0"> <tr> <td>1. Culture Day – Findhorn Bay Arts Festival</td> <td style="text-align: right;">£3,000</td> </tr> <tr> <td>2. Events Pool</td> <td style="text-align: right;">£1,500</td> </tr> <tr> <td>3. PVC coffee table covers for Town Hall</td> <td style="text-align: right;">£1,000</td> </tr> <tr> <td>4. Piping Hot Forres – printing of Event Programme</td> <td style="text-align: right;">£5,000</td> </tr> <tr> <td>5. Forres Maps</td> <td style="text-align: right;">£1,500</td> </tr> <tr> <td>6. Branding</td> <td style="text-align: right;">£1,500</td> </tr> <tr> <td>Total previously agreed allocation</td> <td style="text-align: right;">£13,500</td> </tr> </table> <p>It was agreed to re-allocate the budget to make £5,000 available to a project, facilitated by FACT, combining the development of a consistent Forres “brand” for all material promoting Forres and the printing costs for the Forres Maps, as summarised under the next discussion item: “MTP – Forres Maps”. This will leave approximately £1,000 in the 2013/14 budget.</p> <p>The following actions need to be carried out:</p> <p>PVC table covers, now purchased: Secretary to find out actual spend and liaise with Fabio to claim refund from MTP.</p> <p>Piping Hot Forres:£5,000 - Secretary to write a letter of thanks to Piping Hot Forres Event Team, to include feedback regarding lack of signage at train station and within event grounds.</p> <p>2012 study of Town Centre Economic Activity by Economic Development Officer, Rowena MacDougall, a snapshot in time of Forres and major towns in area, is available; electronic copy and weblink to be sent by Vice Chair to Secretary for circulation to FAF list.</p>	1. Culture Day – Findhorn Bay Arts Festival	£3,000	2. Events Pool	£1,500	3. PVC coffee table covers for Town Hall	£1,000	4. Piping Hot Forres – printing of Event Programme	£5,000	5. Forres Maps	£1,500	6. Branding	£1,500	Total previously agreed allocation	£13,500	<p>TC</p> <p>TC</p> <p>FV/TC</p>
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MTP – Forres Maps	<p>At a recent CARS presentation Duncan Bryden together with a consultant specialising in tourism gave examples of maps. There is a need for greater consistency between material promoting Forres, including maps. As reported above, a budget of £5,000 has been allocated to this project from MTP money. The Vice Chair indicated that FACT would convene a group in which maps of Forres would be rationalised into branded maps which are able to consistently portray all Forres has to offer. The spend would be made up from:</p> <table data-bbox="325 409 817 517"> <tr> <td>Forres Maps</td> <td>£1,500</td> </tr> <tr> <td>Branding</td> <td>£1,500</td> </tr> <tr> <td>Additional allocation</td> <td>£2,000</td> </tr> </table> <p>This was approved and carried by members present.</p>	Forres Maps	£1,500	Branding	£1,500	Additional allocation	£2,000	
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Consultations	Draft Housing Allocations Policy – ends 30 th September 2013							
Forres Area Community Trust (FACT)	<p>FACT's Intern Clare Proctor undertook a tourism project and gave a presentation – now available on FACT website. Kresanna Aigner has submitted an application through Creative Places Award and hoping to hear back soon. FAF & Grant Park to be deferred until October meeting. Town Centre Renewal Seminar on 28/08/13, positive response from traders in the town who agreed that they should work together to promote Forres, some have come forward interested in serving on a sub group with suggestions that they should liase with the recently formed Tourist Group. Free customer care courses at Tolbooth on 05/09/13 and 06/09/13</p> <p>Tourism Group to meet 24/09/13 in the Town Hall, a conference rather than a working party.</p> <p>Town Centre Conference on 10/10/13 in Town Hall</p> <p>Pop up shop, 37 High Street, operated by Craft Collective making good progress, selling items under a free lease – shop owner offering a longer term free lease if FACT undertake the restoration of external shop stonework - to be discussed at next FACT meeting.</p> <p>The Chair attended a Development Trust Association of Scotland meeting with Frances Powell and Debbie Heron, good potential for Forres.</p> <p>LEADER application submitted for community needs analysis by Councillor Creswell - hoping to hear something soon.</p>	<p>TC</p> <p>BM</p>						
Community Engagement	Ian Todd stated there had been a Community Engagement Group meeting 2 weeks ago. Moray Forum Working Party sub group adopted action plans from contributions from the group – group to look at timelines from all actions and get back to the next Community Engagement Group for approval.							
Round the Table	<ul style="list-style-type: none"> • Treasurer – change of account signatories required for cheque book, Chair and Secretary to sign and return change of account paperwork to Treasurer. Vice Chair proposed, seconded by Tina Coffey. • Councillor Skene – Community Council elections coming up soon, those interested urged to apply and election would be good • Ian Todd – Joint Community Council Working Party formed – busy out and about new Community Council 	BM/TC						

	<p>set up in Speyside ACE Scottish Community Development Centre – funded for 4 years and support 10 groups a year nationally – staff from Scottish Community Development Centre visit 10 times per year and help the group - expertise in government support etc</p> <ul style="list-style-type: none"> • Naomi Zair – Ball Management Area Meeting on 09/09/13 in Elgin – Vice Chair to give a talk re tsiMoray • Fabio Villani – Health Care Transport Group set up – any groups interested in providing transport for health care please contact the Vice Chair. <p>Culture Day – 21/09/13 Moray Passengers Forum in Lhanbryde - 28/09/13 in community centre from 10am until 2pm, transport can be provided if needed. Transition Town Forres - 28/09/13 official opening of Health and Wellbeing Education Centre Training available in E-bulletin – such as governance training and training on tendering</p> <ul style="list-style-type: none"> • Riverview Park car boot sale on 08/09/13 11am until 4pm 	
tsiMoray	<p>Two board meetings held and working groups on restructuring organisations underway. Promoting and supporting voluntary groups, including social enterprises within the 3rd sector and initiating collaboration with the 3rd sector and the public sector - working to set up forums in order for these groups and partnerships to come together so they are informed. E-bulletin issued fortnightly – Secretary to contact tsiMoray and request inclusion on the mailing list.</p>	TC
Organisations in Forres	<p>A list of organisations has been undertaken and a database completed. This is available from the Hub and on line.</p>	
Councillors	<p>Councillor Ann Skene stated that it had been a busy month which encompassed the following:</p> <ul style="list-style-type: none"> • Review of Sustainable Quality Education within Moray - undertaking visits to all schools in Moray between now and October holidays • Museum – notice in front of museum stating closure untrue, will close temporarily for winter to cut costs, will close mid October and open in the spring under a new form of management. A recent newspaper article reports that the Museum will be open Tuesday to Saturday from 10am until 2pm from November to March inclusive. • 10/09/13 full council being called to debate libraries – available to watch as a webcast on Council’s website • In Edinburgh on 11/09/13 with CoSLA – looking at achievement and attainment for youngsters in Moray • New learning centre in Forres to be set up in Forres library in partnership with Moray College to deliver courses – Moray College buildings in Forres not in good condition and to be vacated 	
FAF Members	<p>The Secretary is to send out an email requesting members’</p>	

– Telephone Contact Details	phone numbers to be included on the FAF directory, this item to be discussed at next meeting.	TC
AOB	Chair and Vice Chair attended Moray Area Forum – 3 rd party insurance through Highland Council to be encouraged Entertainment licence due to be reviewed at end of 2013 Community Engagement Group planning to use MoreInfo database for managing contacts Ian Todd to email revised Forum’s handbook to Secretary for circulation to FAF members	IT/TC
Date of Next Meeting	Wednesday 2 nd October 2013, 7 pm in the General Purpose Room at Forres House Community Centre.	