

APPENDIX I

EAST AYRSHIRE COUNCIL

**MEMBERS' SERVICES AND CIVIC CEREMONIAL SUB-COMMITTEE OF THE
POLICY AND RESOURCES COMMITTEE**

**MINUTES OF MEETING HELD ON WEDNESDAY 26 JANUARY 2005 AT 1135
HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors Drew McIntyre, Jim O'Neill, Brian Reeves, Daniel Coffey, Douglas Reid, Harry Wilson, Provost Jane Darnbrough and Councillors Eric Ross and Jimmy Carmichael.

ATTENDING: Elizabeth Morton, Depute Chief Executive/Executive Director of Corporate Support; William Stafford, Executive Director of Neighbourhood Services; and Christine Baillie, Administrative Officer.

APOLOGY: Councillor Tommy Farrell.

CHAIR: Councillor Drew McIntyre, Chair.

CONFERENCES AND COURSES BUDGETARY UPDATE

1. It was reported, and noted, that the balance of the Conferences and Courses budget for the financial year 2004/2005 was £12,726.74 as at 19 January 2005.

It was also noted that the Depute Chief Executive/Executive Director of Corporate Support, in terms of her delegated authority, had vired £3,500 from the Members' Conferences and Courses budget to the Civic Ceremonial budget to meet the costs of forthcoming events.

CONFERENCES/COURSES

**2.1 TRADING STANDARDS INSTITUTE/LACORS CONFERENCE, 3-4 FEBRUARY
2005, STRATFORD-UPON-AVON**

There was submitted a report dated 3 December 2004 (circulated) by the Executive Director of Neighbourhood Services on an invitation to be represented at the Conference.

It was agreed to authorise attendance at the above Conference by one Member of the Administration, if available, the name to be notified to the Chief Executive as soon as possible.

2.2 REGENERATION SEMINAR, 7-10 FEBRUARY 2005, PEEBLES HYDRO

There was submitted a report dated 22 December 2004 (circulated) by the Executive Director of Neighbourhood Services on an invitation for the Council to be represented at the Annual Seminar and Exhibition of the Association for Public Service Excellence (APSE).

It was agreed to authorise attendance at the above Conference by one Member of the Administration, if available, the name to be notified to the Chief Executive as soon as possible.

2.3 NATIONAL ASSOCIATION OF COUNCILLORS - ENERGY AND TRANSPORT CONFERENCE, 25-27 FEBRUARY 2005, GLASGOW

There was submitted a report dated 10 January 2005 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support on an invitation to attend the National Association of Councillors Energy and Transport Conference.

It was agreed to authorise attendance at the above Conference by one Member of the Administration, if available, the name to be notified to the Chief Executive as soon as possible.

2.4 CHARTERED INSTITUTE OF HOUSING IN SCOTLAND CONFERENCE, 7-10 MARCH 2005, ABERDEEN

There was submitted a report dated 22 December 2004 (circulated) by the Executive Director of Neighbourhood Services which asked the Sub-Committee to consider attendance at the Annual Conference of the Chartered Institute of Housing in Scotland.

It was agreed to authorise attendance at the above Conference by one Member of the Administration, if available, the name to be notified to the Chief Executive as soon as possible.

2.5 CIWM - ANNUAL CONFERENCE AND EXHIBITION 2005, 14-17 JUNE 2005, PAIGNTON, TORBAY

There was submitted a report dated 14 January 2005 (circulated) by the Executive Director of Neighbourhood Services on an invitation for the Council to be represented at the above event.

It was agreed to authorise attendance at the above Conference by one Member of the Administration, if available, the name to be notified to the Chief Executive as soon as possible.

2.6 CHARTERED INSTITUTE OF HOUSING CONFERENCE, 21-24 JUNE 2005, HARROGATE

There was submitted a report dated 22 December 2004 (circulated) by the Executive Director of Neighbourhood Services which asked the Sub-Committee to consider attendance at the Annual Conference of the Chartered Institute of Housing.

It was agreed to authorise attendance at the above Conference by one Member of the Administration, if available, the name to be notified to the Chief Executive as soon as possible.

CIVIC CEREMONIAL BUDGETARY UPDATE

3. It was reported, and noted, that the balance of the Civic Ceremonial budget for the financial year 2004/2005 was £3,575.38.

CIVIC CEREMONIAL APPLICATIONS

4.1 DARVEL COMMUNITY COUNCIL - 50TH ANNIVERSARY OF THE DEATH OF SIR ALEXANDER FLEMING

There was submitted a report dated 7 January 2005 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support on an application received from Darvel Community Council to provide support for an event to be held to celebrate the 50th Anniversary of the death of Sir Alexander Fleming.

It was agreed:-

- (i) to approve the request from Darvel Community Council for a contribution towards their event of £150.00; and
- (ii) to remit the necessary arrangements, including Council representation, to the Depute Chief Executive/Executive Director of Corporate Support in consultation with the Chair.

4.2 SCOTTISH ASSOCIATION OF MAGICAL SOCIETIES

There was submitted a report dated 11 January 2005 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support on an application received from the Scottish Association of Magical Societies for a contribution towards their Annual Convention to be held on 29 April 2005 at The Park Hotel, Kilmarnock.

It was agreed:-

- (i) to approve the request from the Scottish Association of Magical Societies for the provision of a finger buffet and tea/coffee up to a maximum of £805.00; and
- (ii) to remit the necessary arrangements to the Depute Chief Executive/Executive Director of Corporate Support, in consultation with the Chair.

4.3 THE ROTARY CLUB OF KILMARNOCK

There was submitted a report dated 11 January 2005 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support on an application received from the Rotary Club of Kilmarnock for a contribution towards a Rotary Club of Kilmarnock Centenary Dinner for Rotary International to be held on 18 February 2005 at The Park Hotel, Kilmarnock.

It was agreed:-

- (i) to approve the request from the Rotary Club of Kilmarnock for a contribution of £300.00 towards their centenary celebrations for Rotary International; and
- (ii) to remit the necessary arrangements, including Council representation, to the Depute Chief Executive/Executive Director of Corporate Support, in consultation with the Chair.

4.4 FRIENDS OF LOANHEAD PTA

There was submitted a report dated 19 January 2005 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support on an application received from Friends of Loanhead PTA for a contribution towards their open day to celebrate their centenary this year.

It was also reported that a request had been received from the Head Teacher at Loanhead Primary School asking if the Council would consider providing a trophy to the school in celebration of their centenary.

It was agreed:-

- (i) to approve the request from Friends of Loanhead PTA for a contribution of £300.00 for their centenary celebrations;
- (ii) to approve the request from Loanhead Primary School for the provision of a suitably engraved trophy, up to a maximum of £100.00, and that the Executive Director of Educational and Social Services discuss with the Provost the purpose of the trophy; and
- (iii) to remit the necessary arrangements to the Depute Chief Executive/Executive Director of Corporate Support, in consultation with the Chair.

The meeting terminated at 1155 hours.