

**APPENDIX VI**

**EAST AYRSHIRE COUNCIL**

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

**MINUTES OF MEETING HELD ON WEDNESDAY 10 SEPTEMBER 2003 AT 1000  
HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,  
KILMARNOCK**

**PRESENT:** Councillors Drew McIntyre, Jim O'Neill, Brian Reeves, Daniel Coffey, Harry Wilson, Provost Jane Darnbrough and Councillor Tommy Farrell.

**ATTENDING:** David Montgomery, Chief Executive; Bill Walkinshaw, Administration Manager; and Christine Baillie, Administrative Officer.

**APOLOGIES:** Councillors Douglas Reid and Jimmy Carmichael.

**CHAIR:** Councillor Drew McIntyre, Chair.

**CONFERENCES & COURSES BUDGETARY UPDATE**

1. It was reported, and noted, that the balance of the conferences and courses budget for the financial year 2003/2004 was £16,807.79 as at 3 September 2003.

**CONFERENCES & COURSES**

**2.1 SOCIETY OF DIRECTORS OF PERSONNEL IN SCOTLAND ANNUAL  
CONFERENCE - 5-7 NOVEMBER 2003, OLD COURSE HOTEL, ST ANDREW'S**

There was submitted a report dated 17 July 2003 (circulated) by the Depute Chief Executive/Director of Corporate Resources which advised of the forthcoming Society of Directors of Personnel in Scotland Conference to be held at the Old Course Hotel, St Andrew's from 5-7 November 2003.

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 ASSOCIATION OF PUBLIC SERVICE EXCELLENCE (APSE) - ANNUAL  
CONFERENCE - 13-14 NOVEMBER 2003 - CARNOUSTIE HOTEL**

There was submitted a report dated 26 August 2003 (circulated) by the Depute Chief Executive/Director of Corporate Resources which advised of the forthcoming Association of Public Service Excellence Scotland Conference to be held at the Carnoustie Hotel from 13-14 November 2003.

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 - ANNUAL GENERAL MEETING - 13-16 NOVEMBER 2003 - BELFAST**

There was submitted a report dated 2 September 2003 (circulated) by the Depute Chief Executive/Director of Corporate Resources which advised of an invitation to attend the Annual General Meeting of the National Association of Councillors.

It was agreed that Councillor Kelly as East Ayrshire Council's representative on the National Association of Councillors attend the conference.

### **CIVIC CEREMONIAL BUDGETARY UPDATE**

3. It was reported, and noted, that the balance of the Civic Ceremonial budget for the financial year 2003/2004 was £3,213.50 as at 3 September 2003.

### **CIVIC CEREMONIAL APPLICATIONS**

#### **4.1 UPDATE REPORT ON CIVIC CEREMONIAL EVENTS**

There was submitted and noted a report dated 22 August 2003 (circulated) by the Depute Chief Executive/Director of Corporate Resources which provided an update on two civic events previously approved, and which asked the Sub-Committee to note the additional costs approved for these events under the delegated authority of the Depute Chief Executive/Director of Corporate Resources.

#### **4.2 EAST AYRSHIRE TWINNING ASSOCIATION**

##### **4.2.1 Declaration of Interest**

Provost Darnbrough and Councillor Farrell declared an indirect non-pecuniary interest in this item.

##### **4.2.2 Consideration of Item**

There was submitted a report dated 30 June 2003 (circulated) by the Depute Chief Executive/Director of Corporate Resources which requested that the Sub-Committee consider an application from the East Ayrshire Twinning Association for administrative costs for the forthcoming year.

It was agreed to approve the request from the Twinning Association for a grant of £250 to cover administrative costs for the forthcoming year.

#### **4.3 INVITATION TO BARLAD, ROMANIA**

There was submitted a report dated 20 August 2003 (circulated) by the Depute Chief Executive/Director of Corporate Resources which advised of an invitation from the Mayor of Barlad, Romania to visit their town in 2003/2004.

It was agreed:-

- (i) to approve in principle to a visit to Barlad, Romania; and
- (ii) to remit to the Depute Chief Executive/Director of Corporate Resources to submit a further report giving details of suggested arrangements following the outcome of further consultation.

#### **4.4 SHORTLEES PRIMARY SCHOOL, KILMARNOCK**

There was submitted a report dated 26 August 2003 (circulated) by the Depute Chief Executive/Director of Corporate Resources which requested that the Sub-Committee consider an application from Shortlees Primary School, Kilmarnock for the provision of a gift to commemorate the 50th Anniversary of the opening of the school.

It was agreed:-

- (i) to approve the request from Shortlees Primary School, Kilmarnock for the provision of an appropriate gift to celebrate the 50th Anniversary of the opening of the school, up to a maximum of £150; and
- (ii) to remit the necessary arrangements to the Depute Chief Executive/Director of Corporate Resources in consultation with the Chair of this Sub-Committee, the Chair of the Education Committee and the Head Teacher of Shortlees Primary School.

#### **4.5 WITCHHILL SCHOOL, KILMARNOCK**

There was submitted a report dated 26 August 2003 (circulated) by the Depute Chief Executive/Director of Corporate Resources which requested that the Sub-Committee consider an application from Witchhill School, Kilmarnock for the provision of a suitable gift to commemorate the 25th Anniversary of the School.

It was agreed:-

- (i) to approve the request from Witchhill School, Kilmarnock for the provision of an appropriate gift to celebrate their 25th Anniversary, up to a maximum of £75; and
- (ii) to remit the necessary arrangements to the Depute Chief Executive/Director of Corporate Resources in consultation with the Chair of this Sub-Committee, the Chair of the Education Committee and the Head Teacher of Witchhill School.

#### **4.6 MARIE CURIE CANCER CARE'S 'AUTUMN BALL'**

There was submitted a report dated 26 August 2003 (circulated) by the Depute Chief Executive/Director of Corporate Resources which advised of an invitation to take a table at the Marie Curie Cancer Care's Autumn Ball to be held on 1 November 2003 in the Park Hotel, Kilmarnock.

It was agreed:-

- (i) to approve the request from the Marie Curie Cancer Care to take a table for 10 at their Autumn Ball at a cost of £350; and
- (ii) to remit the necessary arrangements to the Depute Chief Executive/Director of Corporate Resources in consultation with the Chair.

The meeting terminated at 1015 hours.