



AGM Minutes

Date	9 th December 2025
Time	19.30
Location	Torrance Primary School
Attendees	Kay Sheridan(KS), Joe Rankin(JR), Alan Brown(AB), Irene McGill(IM), Margaret Hyde(MH), Neil Wilson(NW), David Boyle(DB) Jayne Sawers(JS), Dave Bate(DB)
1.Apologies	Andy Mitchell(AM), Caroline Zak-Deport(CZP), Dennis Bell(DB), Linda Williamson(LW), Liz Sally(LS), Rachel Bate(RB), PC Alison McLeod(PC-AM),Stuart Irvine(SI)
Guests	NA

2.Previous Minutes
Approved by : Joe Rankin
Seconded by: Irene McGill

3.Standing Items	Action	Ownership
Chairs report KS- As everyone here knows, effectively over the last year we have been really quite active, and we set out our key priority which was to raise awareness within the community- about the community council itself and increase engagement with our community. It is really important the we are communicating the villages views of various things, including with the local authority. We have seen an increase in attendance at ordinary meetings over the year. It has been sporadic, but some meetings have been really well attended with people who have not, in the past, engaged with the community council. So we can take that as a positive thing, and I we have worked really hard to raise the profile of the community council, either just being at the events, stewarding the events, being		

on the market stall, and other various activities. We have seen quite a dramatic increase in terms of support, people are coming out to events and lining the streets. So, the message is getting across and the communications group have worked extremely hard. Special thanks to Dave for his part of that group to drive the website. We have increased our Facebook and social media presence and most recently, there has been an Instagram page set up which is now live. The website launched this year and we are continuing to work on that, there is some content being developed to increase and grow the website and its presence. We are also trying to keep up to date with the ongoing activities so that all events are on the website and social media run concurrently. We have got a recipe now for using it for surveys, we managed to get quite a good response in terms of the grass cutting and general upkeep of the open areas in the village. It was quite simple in terms of the question structure, but people engaged with it. The market was great for that. We had people completing it there and then online, they were more than happy to do so, there was no resistance to it.

So priority this year, its about using it and utilising that more in terms of recording views and gathering ideas from the village, we can now capture the data and use that going forward. It is really important to keep in our heads that we are representing the village. We may have our own personal views about things, but its about the village, and what the community want and needs.

We have established the sub groups now for the 2 key areas, Events and Paths and Spaces, and they are pretty well established. Both groups have been really quite extraordinary in what they have achieved in just a year considering that they did not exist before. We have successfully secured 2 pots of funding, the first time TCC has applied as a body for any kind of external funding other than the admin grant that we are given every year. We also generated income from the bag sales which has went really well, and the village generally has been really positive. So because of that, we actually have money sitting in the bank and we were able to fund our Events for the year.

We have to be mindful that when funding applications are made, we have to, going forward, agree as a body what that money will be spent on. This year applications were done last minute due to deadlines and closing dates. We knew we had Christmas and the Gala day so applications were formulated around these, but going forward, it will be more a committee decision in terms of what exactly we need the money for, being mindful that if money is secured, it has to be spent on whatever was put in the application.

We have successfully and finally secured the village market and I think the support from the community is there for that. We have

successfully built relationships, better working and collaborative relationships with a lot of the community groups in the village.

Major event throughout the year.

The spring clean kicked off the year, and it was really well attended and supported, its the second year and people are more aware of it, and I think that will gradually increase as we go through the year, but also as people are more aware of the village and the state of the village, and the fact that they can actually do something about it.

The VE days celebrations generally, very positive feedback and well supported.

The Gala parade, despite the terrible weather went really well. The stall at the Campsie show was really positive in terms of engaging, and it worked really well and I think from our point of view, it was the first point in the year we sat down and said, right this is what we have done, and when we realised what we had done, it was actually quite scary the amount we had achieved by June.

The Tour de 4 was very short notice, however it seemed to be reasonably successful. Better communication probably by the organisers would work better.

The Ornamental Gardens bring your own spade day. We ended up having 2 weekends. We joined forces with Torrance green space so they are now part of the sub group, so we are all working together, and there was around 20 people that were engaging in the Ornamental Garden project, and the work that was done is absolutely fantastic a really effective tidy up get it prepared for the spring. It was a job that needed to be done, and it was a job the villagers needed to see being done, anecdotally, just from people passing when we were working in the gardens, particularly older members of the community who remember the gardens, it was really, really positive and hopefully when the nicer weather is here, we will start to see people using it more. I think it is up to us to try and ensure its a space that people can use and go in and have a seat.

Remembrance Sunday, despite the weather went well and was well attended.

Light up Torrance weekend all seemed to go really well. It was quite a buzz, just even looking at it on Facebook at that distance across the other side of the world. I could tell there was an energy, and even looking at the volume of people that were actually in the street, it was really busy.

When we said we were going to do the 4 days, it was quite overwhelming. 97 tractors took part in the tractor run this year, and they really went to lengths with their decorations. So we have to decide what stays, what goes, what worked well, what didnt work

well, what would we change for next year effectively. We need to secure funding because although we have been successful this year, its not a bottomless pit and will need to be replenished.

So apart from that, there has been a lot of background admin and reports submitted to EDC, I think they were getting fed up with us at one point but the Campsie Road footpath, they still wont accept its a footpath, according to them its a verge. The crossing at McGilvery, the general state of pavements was reported, upkeep of hedges and grass cutting. I dont know if its my imagination, but all of a sudden stuff seems to have been cut back, but it is that time of year, so you never know if they were going to do it anyway or if it has been prompted. The gutters and drains are still pretty bad, there is already flooding on Forth Road, which we have never had before, and a lot of it has to do with the clogging of the drains from the conifers and they havent swept the gutters in a long time so we will wait and see what happens.

We have also reported on speeding, parking, traffic lights, either individual members of the community raising it with us, and then raising it with EDC themselves. They are now doing something about parking in terms of outside the Chinese takeaway, and outside the Caldwell Halls. There was a consultation on 20mph speed limits.

We are trying really hard to engage in consultation, and get the information, but they just dont seem to be as on the ball as us.

I dont know how everyone else is feeling, but there are some things that we still need to get better at. Its only been a year in terms of activity, and we need to respond faster to consultations, but its knowing they are there in the first place. A lot of the time its by accident. We are kind of just finding things out, and because no one has the time to be scanning their website constantly to find out about consultation.

Just to put on record, a huge thank you to everyone, particularly committee, but everyone that turns out to help. As soon as you ask, people are there, they always turn up and they all support the events which is absolutely fantastic, because we cant do it without the peoples support.

Personal thanks to the local community police and officers , they have been exceptional this year in terms of events, they have not missed one. As soon as I have put in any parade licences, they have contacted us directly either by phone or email to get further information and make contact, and I think that has made a huge difference. They have been really professional and at the same time very friendly, engaging in the events. So a special thank you to them.

And a special thanks to Joe, as secretary and coordinating events because there certainly has been a lot going on this year in terms of

that. There have been ups and downs, and it has been a huge learning curve for all of us so thank you.

Secretary report

JR- Over the past year, I have focused on strengthening the organisation, improving communication, and putting in place clearer structures to support the growing workload of the Community Council. My aim throughout has been to create consistency, professionalism, and efficiency in how we operate and represent the village.

1. Standardising Council Documentation

Since taking on the role, I have:

- Standardised all formal documents, including agenda and minute templates.
- Ensured consistency in the format and content of meeting records.
- Updated internal administrative processes to support better record-keeping.

2. Updating and Managing Contact Networks

- Reviewed, updated, and expanded our Community Council contact lists.
- Identified relevant East Dunbartonshire Council departments, officers, and partner organisations to ensure communication reaches the correct individuals.

3. Improving Email & Digital Communication

- Introduced @Torrancecc.org email addresses to support professionalism, transparency, and continuity.
- Continued the rollout of these addresses to members and working groups as required.

4. A Formal Reporting Approach for Raising Issues

- Implemented a clear reporting method for escalating issues to EDC and other bodies, including:
 - o Summary of Issue

o Key Concerns o Community Impact o Evidence o Recommendations This has greatly improved clarity, consistency, and documentation for matters raised on behalf of residents. 5. Strengthening Our Public Communications Working closely with the Communications Team, we have: • Standardised our messaging and public voice. • Ensured consistent, accurate, and timely communication across the website and social media. • Improved the visibility and quality of information provided to residents. 6. Supporting Working Groups • Developed formal Terms of Reference for Community Council Working Groups. • Supported the establishment and running of the Events Working Group and the Paths & Spaces Working Group. • Ensured these groups operate with clear remits, accountability, and purpose. 7. Correspondence & Administrative Duties Throughout the year I have: • Managed a significant volume of correspondence with residents, councillors, local groups, and EDC departments. • Ensured timely submission of required documentation, applications, and responses.		
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- Assisted with the administrative, licensing, and compliance work associated with community events.

Closing Reflection

This has been a year of increased activity, stronger community involvement, and significant progress. My aim as

Secretary has been to put in place the structures and systems that allow the Community Council to function

smoothly, speak clearly, and work effectively on behalf of the village.

I believe we are now in a much stronger

position to serve Torrance with professionalism and confidence.

Thanks to the Team

I would like to sincerely thank:

- The Chair
- All Community Council members
- The Events and Paths & Spaces Working Groups
- Volunteers, residents, and partner organisations

Your support, dedication, and willingness to go above and beyond for the village have been invaluable.

Stepping Down

This AGM marks not only my final meeting as Secretary, but also my final meeting as an elected member of

Torrance Community Council.

It has been a privilege to serve the village in both capacities.

Although I am stepping back from formal roles, I want to make it clear that I will continue to support the

Community Council and the work it undertakes wherever I can.

Torrance is my home, and I remain fully

committed to its wellbeing and development.

Recommendations for 2026

To build on the progress made this year, I recommend the following priorities: 1. Increase Membership & Volunteer Capacity • Continued recruitment to strengthen the Council and its working groups. • Broader volunteer involvement to support events and village projects. 2. Develop a Stronger Community Engagement Plan • Public updates, surveys, and listening exercises. • Structured engagement to support the Local Place Plan and other initiatives. 3. Strengthen Long-Term Funding Strategy • Increased use of grant opportunities. • Clear multi-year budgeting for events and projects. • Better recording of value-in-kind contributions and volunteer hours. 4. Deepen Working Relationships with EDC • Maintain consistent, structured reporting of issues. • Proactive engagement with Roads, Licensing, Greenspace, and other teams. • Continued advocacy on behalf of local residents. 5. Maintain Professional Standards • Ongoing use of standardised templates, reports, and email accounts. • Continued prioritisation of transparency, record-keeping, and consistency. Final Note It has been an honour to serve Torrance as Secretary and as an elected Community Council member. I am proud of what we have achieved together, and confident that the foundations we have built will continue to support the Council's work in the years ahead. I look forward to supporting the team in new ways as we continue working for the benefit of our village		
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Treasurers report Opening balance £1922.26 Income: 10/11/25 East dunbartonshire grant £3407.00 Expenditure: 07/11/25 Ionos cloud payment charges £5.40 14/11/25 Deacon brothers £96.26 17/11/25 Scotmid cash machine £60.00 18/11/25 Bank service charge £4.25 19/11/25 Amazon UK gazebo £249.99 20/11/25 Amazon UK £32.85 20/11/25 Smiffys £61.41 21/11/25 Amazon UK £28.99 24/11/25 Amazon UK £9.41 25/11/25 Scotmid cash machine £60.00 25/11/25 Scotmid coop £85.00 25/11/25 Scotmid coop £236.30 26/11/25 Amazon market place £55.55 27/11/25 Asda cash machine £60.00 27/11/25 Amazon market place £21.90 28/11/25 Home bargains £47.36 Total expenditure £1114.67 CLOSING BALANCE £4214.59 Updates on working groups		
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JS- As far as the Ornamental gardens, there has been nothing much done since the winter has arrived. Hopefully at the start of the year when it is drier, we can get back to ensuring it is maintained. KS- I did receive a late email from Jackie Gillespie to tell us she has bulbs and wildflower seeds. As part of the paths and spaces group, we need to decide where to put them. I will email her back on behalf of paths and spaces working group, which is Torrance green space as well now and ask her for some bulbs. JR- As highlighted, events have been really successful. From the litter picking, VE day, which was the tester for holding larger events, securing the market. There are a few things still missing from the market that people wanted ie, fish, dairy, fruit and veg. I have suggested in my report that it maybe would be worthwhile sitting down with Alba and having a review. Some people are suggesting street food stalls so they can have a snack as they wander around and we have to begin to respond to what the community are asking for. KS- The whole concept was about local producers and fresh food because of the demographics of the village and that has not been met. JR- I do think that was potentially down to the fact it was something new, and the producers in the city are not normally market goers. The key thing is, we have brought a market to the village. KS- I think the point about an evaluation process is really important. I think we need to do that with absolutely every event and everything we do. We need to be completely honest with ourselves, what went well, what didnt, what can we improve and get feedback from the village in terms of how it moves forward. JR- Our biggest event of the year has just been. Our live switch on, and we set out with an ambition of a 4 day event which was done successfully. People are still talking about it, and many people are making a point of walking through the square. Everyone was fantastic. The cinema afternoon was received well and well attended. The tractor run was very well attended and the funhouse remained for that evening so kept the children entertained. The local pubs also had a fantastic weekend. Appointment/Confirmation of Ordinary members Confirmation of continuing members- Alan brown is resigning from committee, but is happy to continue as a resident, Dave Bate is resigning from committee but will continue as a resident and continue to work with the website. Irene McGill will continue as a committee member. Joe Rankin is resigning as secretary, and resigning from committee but will continue as a resident and help as		
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much as he can with events. Jayne Sawers has opted to be a committee member.

Election/ Confirmation of Office Bearers

Chair- Kay Sheridan

Secretary- Vacant

Treasurer- Andy Mitchell

Additional roles- We need to reach out to the community with regards to additional roles within the community council for people with special skills that may be able to assist from time to time.

Priorities for 2026

Funding applications

Projects and community initiatives

Volunteer involvement

Engaging better with the community

Navigating the website and creating surveys

AOCB			
Date of next meeting- AGM Tuesday 8 th December 2026			
