

CROSS PARTY GROUP ON ARCHITECTURE AND THE BUILT ENVIRONMENT

MINUTES OF MEETING

Meeting: Annual General Meeting
held at 1.30pm on Thursday 12 June 2014 in room TG23, Scottish Parliament

Ref: EM R10 AGM Minutes 2014-06-12

PRESENT

Linda Fabiani MSP
Mike Mackenzie MSP
Craig McLaren RTPI
Neil Baxter RIAS
Pat Lally RIAS
Eugene Mullan RIAS
Nick Allan RICS

APOLOGIES

Drew Smith MSP	Scottish Parliament
Dr Richard Simpson MSP	Scottish Parliament
Patricia Ferguson MSP	Scottish Parliament
Annabel Goldie MSP	Scottish Parliament
Christopher	Dingwall Guidelines
Sue Evans,	CSGNT
Cliff Hague,	BEFS
John Lawson,	CEC
Peter Riddoch,	Peter Riddoch Architect
Robin Turner,	RCAHMS
John Walls,	
Ann Packard,	RSA

1.0 Welcome, Present and Apologies

Linda Fabiani MSP welcomed all present to the AGM of the Group. Linda outlined how on the basis of the current MSPs that are members of the group, the apologies and the MSP's present it was clear that there is adequate support for the Cross Party Group on Architecture and the Built Environment.

Linda acknowledged the involvement and contribution of a number of organisations in support of the Group

- RIAS
- RTPI
- Built Environment Forum Scotland
- Architecture + Design Scotland

- Planning Aid for Scotland and
- Landscape Institute

Linda welcomed Nick Allan of the RICS who are also keen to engage in the Group

2.0 Minutes of Previous Annual General Meeting

The minutes of the AGM Meeting on 13 June 2013 were available for consideration.

These minutes were proposed by Mike Mackenzie and seconded by Neil Baxter.

3.0 Matters arising

There were no matters arising from this meeting which will not be covered under the Agenda..

4.0 Annual Report by Convenor

Linda Fabiani outlined Group activity over the last year:

The Group had 38 Subscribing Member in the 2013/14 Year

A Landscape Charter for Scotland (17 September 2013) – 42 people attended (3 MSPs)

Based on the discussion at the meeting Linda sent a letter to Fiona Hyslop, Cabinet Secretary for Culture and External Affairs highlighting four specific aspects for consideration (24 Dec 2013) and we have recently received a reply (24 April 2014) from Paul Wheelhouse MSP Minister for Environment and Climate Change which has been passed to the Landscape institute for consideration.

Sustainability in the Scottish Construction Industry (27 November 2013) – 31 people attended (1 MSP)

Are Scotland's Places the Best Place in the World to grow up? (25 February 2014) – 46 people attended (1 MSP)

Members of the CPG on Children and Young People were invited to this meeting

The young people from Forfar were very inspired by the evening in the parliament and with the help of Space Unlimited they ran a Crowdfunding Campaign and have raised £4,500 to run an exhibition on their project.

It was agreed that we should try and involve young people in meetings more often.

Scotland has a Historic Environment Strategy – so what next? (29 April 2014) – 50 people attended (3 MSPs)

It was noted that there will be a debate in the chamber during w/c 16 June of this topic and the Key Points of the meeting along with additional information provided by BEFS will be circulated to MSPs prior to the debate.

Dissemination of information from the meetings, EM confirmed that we are only allowed to upload minutes of the meeting onto the CPG section of the parliamentary web page.

David McAllister, Training & Communications Manager at Planning Aid Scotland has set up a Wordpress address where we can upload the Key Points of meetings, Minutes of meetings and the presentations.

A link to the website to be forwarded to all for comment

SEC

5.0 Finance Report

Craig presented the accounts to 30 May 2014 with the key information as follows:

- Opening balance £ 845.14
- Total income £ 1,245.57
- Expenditure - £ 175.62
- Closing Balance - £ 1,069.95

There were no questions on the Finance Report.

It was agreed to maintain the Group subscription at £10/person/year. Secretary to issue a request for payment to all people on the Group circulation list.

SEC

6.0 Appointment of Office Bearers

Convenor - Linda Fabiani MSP confirmed that she is prepared to act as Convenor. Linda was proposed for the role of Convenor by Neil Baxter and seconded by Mike Mackenzie. Linda's appointment was agreed.

Depute Convenor - Patricia Ferguson the current Depute Convenor has confirmed that she would be happy for someone else to take on this role, however also to stay as Depute if required. Drew Smith has also confirmed that he would be happy to stand for this post. Drew was proposed for the role of Depute Convenor by Eugene Mullan and seconded by Mike Mackenzie. Drew's appointment was agreed.

Treasurer – Craig McLaren current Director of the RTPi has confirmed that he is willing to stand as Treasurer. His election was proposed by Linda and seconded by Pat. Craig's appointment was agreed.

Secretary – Eugene Mullan confirmed that he is happy to continue in this post. His election was proposed by Craig and seconded by Linda. Eugene's appointment was agreed.

Therefore the officer bearers for the group are as follows:

- Convenor – Linda Fabiani MSP
- Depute Convenor – Drew Smith MSP
- Treasurer – Craig McLaren of RTPi
- Secretary – Eugene Mullan of RIAS

7.0 Any Other Business

Vote of thanks to office bearers – On behalf of the Group Neil thanked the office bearers for all

their work during the year in support of the Group activities.

Submission of Annual Return – It was agreed that Eugene will draft the CPG Annual Return for submission by Linda (must be within 30 days of AGM).

Opportunity for special meeting - In light of the healthy balance in the bank account it was agreed that the Group should consider organising a special meeting next year, inviting a few more high profile speakers and use the funds to cover their expenses etc.

Organising Meeting – It was agreed that a meeting between Linda and the various organisations which support the Group should take place on 07 August 2014 at RIAS 15 Rutland Square at 9.00am to discuss the programme of meetings for next year.

8.0 Next Meeting

The date of the next AGM has yet to be finalised and will be notified to all subscribing members in due course.

9.0 Official Close of Meeting

The Convenor thanked all present and the meeting was formally closed at approximately 2.05.

Cross Party Group on Architecture and the Built Environment

Treasurer's Report

Financial Statement to 30 May 2014

OPENING BALANCE 25 June 2013 £845.14

INCOME

Subscriptions 400.00
Bank Interest (to 30 April 2014) 0.43

TOTAL £1245.57

EXPENDITURE

Sodexo (Catering 13 June 2013) 6.66
Sodexo (Catering 17 September 2013) 44.64
Sodexo (Catering 25 February 2014) 69.60
Sodexo (Catering 29 April 2014) 54.72
Bank Charges nil

TOTAL £175.62

CLOSING BALANCE 30 May 2014 £1069.95

Craig McLaren