

## **DOUNREAY STAKEHOLDER GROUP ANNUAL GENERAL MEETING**

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**The Dounreay Stakeholder Group Annual General Meeting was held on Wednesday 18<sup>th</sup> March 2015 at 1830 hrs in the Pentland Hotel, Thurso (Ballroom).**

<b>Present:</b>	David Flear	DSG Chairman
	Derrick Milnes	DSG Vice-Chairman
	Bob Earnshaw	Thurso Community Council
	Roy Kirk	Highlands and Islands Enterprise
	Deirdre Henderson	Buldoos Residents Group
	John Deighan	Dounreay Unions
	Cllr Roger Saxon	Highland Council
	Cllr George Farlow	Highland Council
	Cllr Willie Mackay	Highland Council
	Donald MacBeath	North Highland College
	John Green	Caithness Voluntary Group
	Eann Sinclair	CNSRP
	Fiona Levack	Caithness Chamber of Commerce
	Roy Blackburn	DSG member
	David Broughton	DSG member
	Tor Justad	DSG member
	June Love	DSG Secretariat, DSRL

### **1. WELCOME AND INTRODUCTIONS**

David Flear welcomed everyone to the meeting. He noted the following apologies had been received:

- Ronnie Johnstone
- Trudy Morris (Fiona Levack deputising)
- Alastair MacDonald
- Mike Flavell
- Sandy Mackie
- Ian Leslie
- Cllr Matthew Reiss

### **2. MINUTES OF THE LAST ANNUAL GENERAL MEETING**

The minutes of the Annual General Meeting held on 12th March 2014 had been circulated to members in advance. The minutes were accepted as a true reflection of the meeting. This was proposed by Bob Earnshaw and seconded by Derrick Milnes.

### **3. CHAIRMAN'S REPORT**

**DSG(2015)C008 refers.** David Flear noted that he had attempted to pick up the highlights from the year into one short report. It had been a particularly busy year and with the changes to the decommissioning plan and the recent spate of press attention he believed that the DSG, as a group, would continue to have a busy time during the next year.

David Broughton noted that the response to the CoRWM consultation and the visit to see the Pintail in Barrow had been omitted from the annual report. The secretary noted that these had not taken place at the time of drafting the chair's report for this meeting.

David Broughton questioned the wording in the chair's annual report regarding the DSG holding NDA/DSRL to account. It was noted that this was an attempt to summarise the Terms of Reference which detailed the roles and responsibilities of DSG. The ToRs would be looked at and considered further to ensure they were still current and viable.

[Secretary's note: the Chairman's annual report was amended to reflect the CoRWM consultation and Barrow visit.]

### **4. FINANCE REPORT**

**DSG(2015)C013 refers.** David Flear noted that the finance report covered the period April 2014 to February 2015. These would be updated to complete the financial year and then would be submitted to DSRL for auditing.

David Flear noted that the DSG budget was expected to come out at around £12K from the £30K allocated budget provided by DSRL. He stated that this showed that the DSG was not complacent in spending money and the underspend also reflected the reduction in travel requirements. He had been assured by DSRL that the £30K budget would remain to allow DSG the flexibility to utilise the full funding if circumstances arose that required increased spending.

At this time, the funding of DSG sits within the Socio Economic budget and discussions with DSRL had allowed the DSG underspend to contribute towards funding towards planning application for the Community Sports Hub.

David Broughton said he could not get the figures to add up. The secretary stated that it would be worthwhile having a discussion outside the meeting as this report still required further work to include further spending up to year end. She indicated she would take David Broughton through the fuller financial report if required.

David Flear stated that it was worthwhile reminding members that without DSG involvement the Caithness & North Sutherland Fund would not have been created. While there was now an

independent board of directors running this fund he felt it was worth highlighting that since its launch in 2011 the fund had awarded a total of £974,475 to 74 community projects which had levered funding for the total value of these projects of approximately £4.7M.

#### **5. ATTENDANCE REPORT**

**DSG(2015)C005 refers.** David Flear reminded members that it was important to ensure deputy arrangements were put in place.

The Terms of Reference state that DSG representatives of a member organisation remains accountable for the two-way communication with their respective organisations and that representative will be reviewed on a 3 yearly basis. Members are asked to go back to their organisations to consider representation and confirm to the secretary whether a change of representative is going to take place. This would not include the public places as these would be reviewed next year.

There had been some disappointing non attendances and the Business Meeting would be considering this when it met next.

#### **6. KEY DATES FOR 2014/15**

**DSG(2015)C007 refers.** The forward diary was provided for noting and will continue to be updated with current dates of meetings and other noteworthy topics/events.

#### **7. WEBSITE REPORT**

**DSG(2015)C006 refers.** David Flear noted that the website report continued to show there was substantial interest from a variety of countries.

#### **8. DSG TERMS OF REFERENCE**

David Flear noted that the Terms of Reference had not changed since the last AGM. He intimated that these would be revised in line with the NDA updated guidance recent received and this would be done at the Business meeting. He asked if members had any specific comments on the Terms of Reference they should provide these to the secretary so that they could be considered at the same time as the business meeting reviewed.

At this point, David Flear stepped down and handed over the chair to June Love for the election of the officer bearers.

June Love noted there were no advance nominations for the office bearer positions.

### **9. ELECTION OF CHAIRMAN**

David Flear was nominated for re-election to the chair.

Proposed: Bob Earnshaw

Seconded: Derrick Milnes

### **10. ELECTION OF VICE-CHAIRMAN**

Derrick Milnes was nominated for re-election to the vice-chair.

Proposed: David Flear

Seconded: Eann Sinclair

### **11. ELECTION OF SOCIO ECONOMIC SUB GROUP CHAIRMAN**

Derrick Milnes was nominated for re-election to the socio economic sub group chair.

Proposed: John Deighan

Seconded: Eann Sinclair

### **12. ELECTION OF SITE RESTORATION SUB GROUP CHAIRMAN**

Bob Earnshaw was nominated for re-election to the site restoration sub group chair.

Proposed: David Flear

Seconded: Cllr Roger Saxon

June Love then handed back the chair to David Flear.

### **13. CLOSE OF MEETING**

David Flear thanked everyone for agreeing to his re-election and the rest of the office bearers and stated that they would continue to work hard on behalf of this group.

With no further business David Flear formally closed the meeting.

**David Flear**

**DSG Chairman**

30<sup>th</sup> March 2015