**Notes on meeting held on Tuesday November 29th 2022 at 6.30pm in Yetholm Church.**

This meeting was convened primarily to discuss the secretarial honorarium without the presence of the incumbent secretary Susan Rands

**Present -** Shane Black, Heather Freeland Cook, Paul Freeland Cook, Sumati Bala, John Palfrey, Norman Burr, Euan Gibson, Simon Mountford, Susan Stewart

**Apologies** – Karon Philips

Notes were taken by Susan Stewart

At the present time the secretarial annual honorarium is £325. Question asked if there is an amount that is set by SBC for this role. Susan Stewart agreed to check this and report back.

Request made to Clare Maltster re above and this was her response - SBC doesn't any maximum or minimum amounts that can be paid - that is entirely up to each community council that chooses to make those payments. This is what is set out in the [Scheme for the Establishment of Community Councils](https://www.scotborders.gov.uk/downloads/file/2256/scheme_for_the_establishment_of_community_councils) (available on the SBC website):  The Secretary and Treasurer (but no other office-bearers) may be appointed from outwith the membership of the Community Council and may receive such remuneration as the Community Council may determine from the resources available to them, there being no extra funding available from the Scottish Borders Council for this purpose

This response was circulated to all on the CC after the meeting.

At the meeting it was agreed that if the rules permitted the fee would be raised to £440 per year for 11 meetings paid twice yearly. All present agree with this proposal and any payment would be back dated to when Susan Rands had started in the post. Also agreed that any out-of-pocket expenses incurred would be paid on top of honorarium.

This discussion ended at 6 50pm. We went then went on to discuss the anonymous note which had been sent to SBC re an alleged racist comment that had been made at October meeting. This discussion is itemised in the January minutes.

Susan Stewart