

## **Additional Information on the Community Council**

### **What is the Community Council?**

The Community Council is an elected body which represents the communities of Larbert, Stenhousemuir and Torwood, in the Falkirk area. Elections take place every 4-years.

The Community Council is made up of unpaid volunteers who must live in the local area and be on the electoral role within Larbert, Stenhousemuir and Torwood.

The Community Council's role is to ascertain in an active way the views of our community (Larbert, Stenhousemuir & Torwood) in terms of local issues, needs and wishes and to convey those views to Falkirk Council and other public bodies.

The Community Council always act in a non-political and non-sectarian manner.

The Community Council is consulted on planning and licensing applications affecting the local area. It is also sent a wide range of consultative documents from the Council and other bodies and responds accordingly to represent the views of the community. This requires the Community Council to consult with residents to gather as many views as possible to enable a balanced position to be reached.

The Community Council should have 11 elected members. The Community Council also has the ability to co-opt up to 5 nominated representatives from local community organisations. In addition, this Community Council has made provision for 2 senior pupils from Larbert High School to attend meetings.

There is a really useful Scottish Government funded website which has lots of useful information about Community Councils: <http://www.communitycouncils.scot/>

The current Community Council has held 10 public meetings a year on the last Monday of the month apart from July and December. On occasion there have been extra-ordinary meetings held on specific topics.

### **What are the roles within the Community Council?**

At present the Community Council has the following office bearing roles:

- Convener
- Vice Convener
- Secretary
- Treasurer
- Planning Officer

The office bearers, as elected members representing their local communities are responsible for the efficient and effective operation of the community council and are responsible for making sure that everything is done according to the Scheme of Establishment for Community Councils.

It is important to note that all members of the community council are equally responsible for the community council's decisions and actions and may take on additional activities in support of the community council.

The office bearers are nominated each year at the AGM.

There is a useful section on the following page that summarises all the key roles:  
<http://www.communitycouncils.scot/what-are-the-roles-in-a-community-council.html>

There is also scope for additional tasks to be shared or roles to be designated for specific tasks e.g. taking minutes, updating the website and social media, putting up posters/distributing information, and community engagement. These are all essential tasks that require to be undertaken.

There are also 4 places for members of the Community Council to sit on the Todhill windfarm fund panel which meets a few times a year. For more information on the Todhill Windfarm Fund, see: <https://www.foundationscotland.org.uk/programmes/todhill/>

As part of the windfarm fund, the Community Council operated a microgrant fund where applications for grants up to £250 are considered from individuals/unconstituted groups at monthly meetings. This can be viewed at: <http://lstcommunitycouncil.org.uk/micro-grant-fund/>  
The Community Council reports progress on spend to Foundation Scotland who administer the funding.

## **Constitution**

The Community Council's Constitution which was formally adopted on 27 January 2014, can be found here: [LST Community Council Constitution](#).

## **Code of Conduct for Community Councillors**

As elected representatives of the local community, Community Councillors must follow and comply with the [Code of Conduct for Community Councillors](#). The Code of Conduct is based on the following 9 principles:

- Service to the Community (Public Service)
- Selflessness
- Integrity
- Objectivity
- Accountability and Stewardship
- Openness
- Honesty
- Leadership
- Respect

## **Funding**

Falkirk Council provides a small amount of grant funding to the Community Council to cover administrative costs each year.

The Community Council can apply for further funding from Falkirk Council or other funders to carry out specific projects/activities.

## **Further Information**

For further general information on the role of Community Councils and other local Community Councils, please click on this [link](#) to Falkirk Council's website or go to <http://www.communitycouncils.scot> for Scottish wide information.