

From: Foi Enquiries
Sent: 12 February 2019 14:27
To: [REDACTED]
Subject: FOI-19-0110 - Kincorth Community Centre
Attachments: V2 - Further Information - Right to Review & Appeal.pdf; FOI-19-0110 - AGM Minutes 18 10 23_Redacted.pdf

Dear [REDACTED],

Thank you for your information request of 17 January 2019. Aberdeen City Council (ACC) has completed the necessary search for the information requested. Our response is now detailed below.

I would like a copy of the AGM minutes if Kincorth Community Centre which was held on 23 October 2018,

Please find enclosed the minutes from the Association's AGM which was held on 23 October, document ref: [FOI-19-0110 – AGM Minutes 18 10 23](#).

We are unable to provide you with any personal information contained within our records. As such, this information has been removed.

ACC is unable to provide you with information on the above as it is exempt from disclosure. In order to comply with its obligations under the terms of Section 16 of the FOISA, ACC hereby gives notice that we are refusing your request under the terms of Section 38(1)(b) in conjunction with 38(2A)(a)(i) – Personal Information - of the FOISA.

In making this decision ACC considered the following points:

ACC is of the opinion that Section 38(1)(b) applies to the information specified above as the information in question is personal information relating to living individuals, of which the applicant is not the data subject.

ACC is of the opinion that Section 38(2A)(a)(i) applies, as we consider that disclosure of this information would be a breach of the 'lawfulness, fairness and transparency' principle. These individuals have not consented to the disclosure of this information and ACC does not consider that they would expect ACC to release this information about them into the public domain under the FOISA.

I would also appreciate knowing where it was advertised and proof of same

This information is not held by Aberdeen City Council. We would advise contacting the Management Committee of Kincorth Community Centre Association.

ACC is unable to provide you with information on **where it was advertised and proof of same** as it is not held by ACC. In order to comply with its obligations under the terms of Section 17 of the FOISA, ACC hereby gives notice that this information is not held by it.

We hope this helps with your request.

Yours sincerely,

Grant Webster
Access to Information Officer

INFORMATION ABOUT THE HANDLING OF YOUR REQUEST

ACC handled your request for information in accordance with the provisions of the Freedom of Information (Scotland) Act 2002. Please refer to the attached PDF for more information about your rights under FOISA.

Grant Webster | Access to Information Officer

Aberdeen City Council | Access to Information Team | Customer Feedback | Customer

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Kincorth Community Association AGM

23rd October 2018

Present: [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED]
(Need Full Names)

In attendance : [REDACTED] (ACC)

Apologies – [REDACTED], [REDACTED] and [REDACTED]

Previous AGM Minute

[REDACTED] - Chairperson introduced the meeting and presented the previous minute or the AGM held on the 9th of January 2018.

Minute was proposed by – [REDACTED] and Seconded by [REDACTED]

Annual Report – [REDACTED] (Chairperson)

[REDACTED] read from a written report and highlighted some of the main events from the previous year as well as some of the difficulties faced by the Association. She thanked the volunteers and Committee for their hard work and commitment to the work of the Centre.

Treasurer Reports- [REDACTED] (Treasurer)

[REDACTED] highlighted the loss from the coffee bar that had been flagged up by the accountant. He suggested it may be down to a few factors, including volunteers not recording food and refreshments which then did not allow for an accurate record of this to be kept. Also high levels of food waste could contribute and this needs to be monitored and recorded from now on. The Committee will need to consider how they will address this going forward.

[REDACTED] suggested the committee could write the recording all volunteer food and refreshment allowance into the volunteer policy agreement.

[REDACTED] briefly spoke about monies which had been missing from cash floats and recorded in the accounts.

He also stated that there had been difficulties which had partly lead to non- compliance due to accounts not submitted on time and lack of communication between himself and [REDACTED] the accountant.

Accounts 2016-17

Proposed - [REDACTED], Seconded – [REDACTED]

Accounts 2017/18

Proposed- [REDACTED], Seconded – [REDACTED]

Appointment of Accountant or independent examiner

[REDACTED] informed the group that [REDACTED] who has been doing the accounts for the last few years is unable to continue. He is introducing another accountant who may be able to take over this role.

[REDACTED] suggested the new committee take some time to reflect on the annual accounts presented at future meeting to assess and monitor the association finances and look at where adjustments in spending could be made.

[REDACTED] also took the opportunity to thank the Committee and volunteers for their work and dedication to the centre despite some difficult times over the last year.

Retirement and election/re-election of Committee Members

All current committee members stepped down.

The following requested to be part of the new Management committee going forward:

██████████, ██████████, ██████████, ██████████, ██████████, ██████████, ██████████, ██████████, ██████████

(Need Full Names)

Proposer for all new members – ██████████. Seconded by ██████████ – No opposition

Request for the following people who would like to stand for committee put their names forward for agreement at the next Management Committee Meeting

██████████, ██████████, ██████████ and ██████████

End of the AGM