

The Highland Council
St Clements Stakeholder Group
Minutes of Meeting No.1
Wednesday 17th November 2021

Attendees	Initials
Highland Councillors	
Councillor Graham Mackenzie (Chair)	GM
Councillor Angela Maclean	AM
Parent Council Representatives	
Donald Maclean	DM
Joanna Dymock	JD
Community Representatives	
N/A – Future meetings	
St Clements	
Toni McCartney, Head Teacher	TM
Highland Council Officials	
Robert Campbell, Estate Strategy Manager	RC
Ian Jackson, Education Officer	IJ
Bill Couston, Additional Support Needs Manager	BC
Sarah Gitsham, Estates Officer	SG
Apologies:	
Councillor Margaret Paterson, Councillor Alister Mackinnon, Derek Martin, Crystyna Ferguson	
Minute: Sarah Gitsham	

Item	Discussion and comment	Action
1.	Introduction	
1.1	GM welcomed members to the group. Raised the issue of currently no Liaison Officer for Parents due to Kenny Murray's absence. RC advised that for the interim period members / parents can email the CAL estates inbox and a member of the Estates team will respond – CLEstates@highland.gov.uk	Note
2.	Terms Of Reference and remit and membership of the group	
2.1	RC explained the purpose of the Stakeholder group and reviewed the terms of reference document. Advised that the group will run for the duration of the project but may carry on if necessary, beyond this. Advised that a link to the presentation and minutes will also be uploaded to the Council website.	RC/SG

Item	Discussion and comment	Action
2.2	<p>Community council attendance was discussed – currently 5 local groups in the surrounding areas, GM and RC agreed 1 group would be suitable. Dingwall CC to be invited to future meetings.</p> <p>RC mentioned that pupils from St Clements may wish to attend Stakeholder meetings once concept designs have been produced.</p> <p>AM agreed that pupils should be involved at an early stage, pupils will have aspirations for the new school. AM also queried whether a Teacher representative from the school should be present and noted that parents should be involved in the preparation for the agenda to these meetings.</p> <p>TM – happy for staff to be involved.</p> <p>Ian Jackson noted that Community Council members, parents and wider stakeholders will be notified in advance of the Statutory Consultation.</p> <p>BC happy to continue engagement with the school through regular visits with the Head Teacher.</p>	<p>RC/SG</p> <p>Note</p> <p>Note</p> <p>Note</p>
3	New build project	
3.1	<p>RC provided an update on progress so far in relation to the new build project. Key points as follows:</p> <ul style="list-style-type: none"> • Previous investigations into Ferry Road ruled this site out due to flood risk, access issues and general visibility constraints. • Dochart Brae site more favourable – site investigations have taken place along with Transport assessment of the current routes into the site. • Major pre-app meeting with Planning Officials confirmed site would be supported for School development – subject to flood and access concerns. • Follow up meeting with Senior Planning Officials to be arranged to ensure all concerns are satisfied. • Land acquisition of the site to be confirmed by Christmas. • Kiers Construction appointed as Design & build Contractor – GM raised a declaration of interest as son works for Kiers. • Crucial to make February Education Committee date. 	<p>Note</p>

Item	Discussion and comment	Action
3.5	Query raised in regard to future proposal for vacant school buildings in Tulloch Street and whether this could be a future agenda item – to be reviewed.	Note
3.6	JD wished to confirm whether Presentation slides can be freely shared with Parents – RC to upload to website but can also send on for review.	RC
4	Date of next meeting	
4.1	RC suggested next meeting to take place in January – will discuss potential dates and times with parents before linking back with Councillors.	RC/SG
	Update can be provided to all parties on progress prior to Christmas.	RC/SG
5	AOCB	
5.1	No further comments.	