**Royal Burgh of North Berwick Community Council**

**Minutes of the 473rdPublic Meeting**

**held at 19.30 on Tuesday 3 November 2015**

 **in The Fire Station, Station Road, North Berwick**.

**Present:** Cllr D Kellock Chair

 Cllr K Smith Secretary

Cllrs E Danks, P Hamilton, W Macnair, D Ritchie, J Scott, S Sinclair, H Smith, I Watson

**In attendance**: ELC Cllrs T Day and J Goodfellow (part of meeting), local Press, Mrs A Turgoose. Members of the public.

**1 Apologies:** Cllrs M Baker, ELC Cllr D Berry, Police Scotland, Carlene Macnair

**2 Minutes of the Meeting held on 6th October 2015.**

2.1 The adoption of the Minutes was proposed by Cllr J Scott and seconded by Cllr W Macnair.

**3 Matters Arising.**

3.1 (4.4) ***Hogmanay***: Cllr Hamilton reported that there was no further information regarding Police plans for the management of the New Year celebrations. ELC Cllr Day offered to contact Police Scotland for an update and would report back to CAPP.

3.2 (6.1) ***Area Partnership (AP):*** The need to review the representation on the AP had already been raised. Cllr Sinclair advised that an AP meeting would be held during week commencing 10 Nov. Cllr Ritchie requested information on projects which had already been approved. Cllr H Smith would circulate the project list for the coastal area.

3.3 (12.1) ***North Berwick Group Practice – alteration to Practice area:*** TheSecretary advised that Dr Flynn had been on holiday. She would attempt to arrange a meeting. East Linton, Gullane and Dunpender were aware of the proposals.

3.4 (12.5) ***Living Streets Walkable Communities:*** Cllr H Smith had been unable to attend the event on 29 October.

3.5 (12.7) ***Scottish Civic Trust Annual Conference 24 November:*** The Secretary advised that Conference bookings were being taken. The normal fee was £40, reduced for Community Councils. The Chairman expressed interest in attending. Cllr H Smith stressed the importance of the Conference. She hoped to attend and feedback to the Association of East Lothian Councils.

3.6 (13.1***) Mini Rugby Tournament: traffic management*:** ELC Cllr Day reported that it had been accepted that ELC Transportation Department, Police Scotland and the Rugby Club needed to discuss arrangements in advance of the 2016 tournament.

3.7(13.2) ***Potholes at Abbey Road walkway on approach to the pedestrian traffic lights on Station Road***: ELC Cllr Day had passed the matter to Transportation.

3.8 In response to a request from Cllr Macnair, ELC Cllr Day agreed to forward concerns regarding potholes at the Law Road crossroads.

**4** **Police Report**

4.1 In their absence, the Secretary read out the Police Report which is attached.

4.2 Cllr Ritchie made a strong appeal for action to deal with the dangerous matter of motorists using mobile phones while driving. All Councillors supported this, citing many examples of law breaking. This issue had been raised at CAPP but ELC Cllr Day encouraged people to email Police Scotland about their concerns. There was discussion regarding publicity for the role and actions of CAPP whose meetings were open to the public. A member of public suggested putting information on Facebook which she believed was accessed by many interested residents. It was agreed that all avenues for communication should be considered, including noticeboards. The Secretary had not yet received a reply from Police Scotland to the request to post the Police Report in the noticeboard outside the Police Station. ELC Cllr Day explained that part of the rationale for holding CAPP meetings at the High School was to encourage the participation of young people.

4.3 Members of the public raised concerns regarding motorists’ speeding in the vicinity of the schools and the practice of pupils smoking outside the Sports Centre. ELC Cllr Day agreed to raise at CAPP.

4.4 Cllr I Watson planned to attend the next CAPP meeting to specifically highlight the problem of increased drug usage among young people in North Berwick. He emphasised that this was not confined to “legal highs” but that hard drugs were becoming readily accessible.

4.5 During a recent CAPP meeting held at the High School, pupils had recounted examples of shops selling tobacco products to underage pupils. This issue was now being actively pursued, with involvement of Trading Standards

**5 North Berwick Business Association (NBBA) Update.**

5.1There was no representation from the Business Association but the following information was provided.

5.2 ***Revitalised North Berwick website***: [www.northberwickcommunitycouncil.org.uk](http://www.northberwickcommunitycouncil.org.uk) is up and running and feedback has been very positive. All current members were being contacted and encouraged to provide updated photos and information. Lapsed members and new businesses would also be contacted to increase membership.

5.3 ***Facebook and Social Media*** – members were being encouraged to post and repost to make the social media pages a good, current and interesting platform for visitors to the area, members and the community.

5.4 ***Local Information Point at WhyNot?*** – this is awaiting confirmation as to whether a Council grant application to push forward this initiative has been successful. It is hoped to have the point in place for Christmas.

5.5 ***Meeting with Tourism Officer for Scotland and opportunities arising*** – the Group recently met the Tourism Officer to discuss the different ways the NBBA could work with Scotrail to enhance and enrich the customer offering at North Berwick and, consequently, further benefit the members of NBBA.

5.6 The next NBBA meeting would be held at 3pm on Monday 10 November at WhyNot?

**6**  **Resilience Table top Exercise**

6.1 Cllr Ritchie reported on a productive, well attended meeting which had resulted, as expected, in a revamping of the Plan. The telephone tree had been updated although some personal landline and mobile details were still awaited. A query had been raised about access to the key to the Community Centre as this would be the Resource Centre. All details would be available on the website, with plans being on display in the Library and Community Centre

6.2 Cllr K Smith was aware that snow shovels and high visibility jackets were currently held at the Rugby Club. She would forward details to Cllr Ritchie so that they could be incorporated into the Resilience Plan.

6.3 Pedestrian salt spreaders, free of charge, were also available and would need to be stored. Following discussion, it was agreed that Cllr Ritchie would request 10 spreaders which Cllr Watson agreed to store.

6.4 The table top exercise had identified the need for flipcharts, pens etc so that information could be displayed in an emergency situation. Also, a wind up radio and torches. In the organisation of volunteers/ food etc, Cllr Ritchie highlighted the importance of recording any changes so that relatives could be kept informed if, for example, it had been necessary to move someone from their home. She recommended a “grab bag” to hold the Plan and all essential resources for the Community Council Chairman who was the nominated Coordinator. A Deputy Coordinator would also need to be identified. ELC Cllr Goodfellow suggested that a telephone handset to enable access to a landline should also go in the “grab bag”.

6.5 The Treasurer advised that funds could be made available for the purchase of flipcharts and other items.

7 **Website Update**

7.1 Cllr Sinclair had met with Pete Lugton to discuss web development and was pleased to report that changes were now in place. The website address remained the same with a Facebook link on the first page. New photographs, courtesy of Ian Goodall, would be displayed but updated Councillor personal profiles were now required. The screen saver would change each month.

7.2 Cllr H Smith confirmed that she had provided Pete Lugton with Facebook details. As Chair of the Association of East Lothian Councils, she thanked the Community Council for providing an online presence for the Association.

7.3 The email facility was in place now but had been out of action for a while, resulting in a backlog of communications. Councillor Sinclair would work through these and apologise for the delay in responding. Cllr H Smith would continue to look after Facebook matters.

**8 Association of East Lothian Councils**

8.1 Cllr H Smith thanked the Secretary for circulating information regarding the event to relaunch the Association. The latter she viewed as a forum to share experiences, ideas and concerns, while also providing the opportunity to take a more strategic approach. Partnership working was the way forward and as representatives for local communities, the combined strength of the Association, rather than an individual voice could act as a more effective means to secure action.

**9 Remembrance Sunday**

9.1 The Remembrance service would be held in Abbey Church, starting at 10.30am, with the front two rows reserved for Councillors. A rehearsal would take place on Saturday at 6pm. Cllr Macnair indicated that he would not require a seat as he would be representing the Merchant Navy. Cllrs H Smith and J Scott gave their apologies in advance. The ceremony at the War Memorial will commence at 12 noon.

**10 Christmas Lights**

10.1 Cllr Scott reported that everything was in hand. The High Street would be closed from 3.30pm to 5pm with the Lights being switched on at 4pm. He had been contacted by a dance troupe who had offered to perform at the event. Cllr Sinclair had spoken to the organisation and suggested that the offer was reconsidered in 2016, in view of potential health and safety issues. In discussion, it emerged that there had also been an approach from a group wishing to have a drum concert from 3.30pm outside the Abbey Church. A resident queried why space could be found for a set of drummers but not dancers who, in her view, would prove very popular. Cllr Danks advised that any performance had to be within the grounds of the Church.

10.2 There had been a proposal to extend the Christmas Lights to the tree at the Aviary carpark but Cllr Watson had experienced a poor response from the company who would provide the Lights. Professional tree climbers would also be required.

10.3 Cllrs were asked to help with gift wrapping during the period 17-19 November. Cllr Sinclair would be in contact to agree arrangements.

**11 Town Maps**

11.1 Cllr Sinclair had met with Jackie Gardiner of ELC to review signage at the station. The fact that ELC owns the ground while Scotrail owns the noticeboards is a complication. ELC had requested feedback on the proposed North Berwick map which Cllr Sinclair would circulate to Councillors for comment. Suggestions were invited regarding features of the town which should be highlighted on the map.

11.2 Keith Scott from ELC and Cllr Sinclair had arranged to drive around the town to check out the signage.

**12 North Berwick Trust Statement**

12.1 The Chairman iterated that the Statement would be read out by the Secretary but there would be no discussion. It would be given to the Press and displayed on the Community Council website.

**12.2 North Berwick Trust Tuesday 3 November 2015**

 Development of the site is underway but the Trust has been renegotiating its existing contracts to provide a more certain return.

 **Affordable Housing**

 The planning permission says there should be provision for 105 affordable homes as a result of development of the site. The legal agreement between the Trust and the Council provides that both parties must agree how affordable housing is to be provided. The Trust have explored taking that forward with Cruden Homes who in turn intend a combination of methods of providing affordable homes including sale of low cost units and provision of midmarket rent units. Cruden Homes have already applied for planning permission.

 **Private dwelling houses**

 The existing developer Walker Group have selected CALA Holes to partner with, to build out the development.

 **Infrastructure and payments for the benefit of North Berwick**

Significant amounts of infrastructure have already been put in place. As those who have seen the masterplan will be aware there is to be a Country Park at the South of the site which the Trust will retain for the time being.

 The legal agreement with the Council binds the Trust to transfer to the Council land for a sports pitch and a “town park”. In addition, the Trust are to pay towards the pitch/changing facilities and park creation and upkeep.

 There is also provision for the transfer of some land to the Council for the High School extension.

 **Observations by the Trust’s Solicitors**

 At the current time we project the Trust will make a profit, after the payments and land transfers above are taken into account. That, however, depends on various assumptions and contractual negotiations being concluded.

12.3 It was confirmed that eligibility for affordable housing depends on a person being on the ELC housing list. It had to be a current application.

12.4 Cllr Ritchie proposed that, in the event of a profit, the Community should be consulted as to how the money should be spent. This was a formal proposal addressed to Councillors who sat on the Board. Cllr H Smith supported this proposal. The Chair agreed that the proposal should be put forward but, ultimately, the decision lay with the Trust.

**13 Planning Matters**

13.1 **The following new applications were viewed, discussed and commented on, where appropriate**:

 **Land at Mains Farm North Berwick:** Approval of matters specified in conditions of planning permission in principle 13/00227/PPM. Erection of 77 houses, 28 flats and associated works. No objection was raised.

 **1 King’s Knoll Gardens Clifford Road EH39 4PP:** Installation of balcony. No objection was raised.

 **2 Station Road EH39** **4AU:** Formation of raised deck, balustrading anderection of fence**.** No objection was raised**.**

 **113 Lochbridge Road** **EH39 4DR:** Extension to house. No objection was raised.

 **18a Dirleton Avenue EH39 4BQ:** Erection of porch, formation of externalsteps and handrails**.** Replacement windows**.** No objection was raised.

 **3 Inchgarry Court Links Road EH39 4AP**: Replacement windows. No objection was raised.

 **Land at Mains Farm North Berwick:** Approval of matters specified in conditions of planning permission in principle 913/00227/PPM). Erection of 37 houses and associated works. No objection was raised.

13**.**1 Cllr Day reported that the development at Tantallon Road had been approved by the Planning Committee. He with ELC Cllrs Berry and Goodfellow had objected.

13.2 Cllr Macnair noted that the town would have time to adapt to the new developments as it was expected to complete 50 houses per year.

**14 Reports from Groups and Societies**

14.1 ***Environment Trust***: Cllr H Smith noted that the Area Partnership was supportive of the idea of water fountains.

14.2 ***Coastal Communities Museum***: Cllr Watson would be attending a meeting in the near future.

14.3 ***Britain in Bloom***: The town was awarded Gold for horticultural achievement at the UK awards ceremony in Sunderland but, as other aspects were not to such a high standard, the overall award was Silver Gilt. The judges had praised volunteers and one judge had offered to come to North Berwick in 2016 to advise the team. The Chair thanked In Bloom for their efforts.

14.4 ***North Berwick in Bloom:*** Cllr Sinclair encouraged Councillors to support the volunteers by coming to their fundraising Autumn Tea in the Abbey Church Hall on Saturday 7 November 2-4pm.

14.5 ***Beach Wheelchairs:*** Cllr Ritchie reported that an AGM had been held and a new Board formed. An application for charitable status had been submitted and an application made to the Stella Moffat Trust.

**15 Correspondence**

15.1 The Secretary reported the absence of items of correspondence, at least partly due to inability to access emails.

**16** **Any other competent business.**

16.1 Cllr Ritchie asked for an update on action taken to fill the vacancy on the Community Council. Following discussion, it was agreed that those interested would be invited to submit to the Secretary a short written statement which would be circulated to members, setting out their experience and skills and reasons for wishing to be considered. Each candidate would then be invited to a private meeting at the Town Chambers on Tuesday 17th November to meet the Councillors and speak briefly to their submissions followed by questions. On completion of the interviews there would be a private vote, with the Chairman having the casting vote. It was noted that Councillors may, from time to time, co-opt on to the Committee to assist with particular matters.

 **Date of Next Meeting**

The next meeting of the Community Council will be held at the Fire Station, Station Road North Berwick on Tuesday 1 December at 7.30pm.