**Royal Burgh of North Berwick Community Council**

**Minutes of the 494thPublic Meeting held at 19.30 on Tuesday 4th July 2017**

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

**Present:**Cllr H Smith - Chairman, Cllr K Smith - Secretary, Cllr C Mackenzie - Vice-Chairman, Cllr J Lockhart - Treasurer, Cllr W Macnair, Cllr I Watson, Cllr G Moodie, Cllr S Northrop, Cllr L Kay, Cllr O Olwyn

**In attendance:**ELC Cllr Jane Henderson**,** Peter Hamilton, Gavin Harper (press), Alison Fowler and Kirsty Towler (members of public) and Jill Taylor (Minutes).

**1 Welcome:**  
The Chairman opened the meeting and welcomed all present.

**2 Apologies:**  
Cllr T Todd, ELC Cllrs J Goodfellow & J Findlay, PC’s D Gray & I Paterson..

**3 Minutes of the Meeting held on 6th June 2017:**

Adoption of the Minutes, which had been circulated previously was proposed by Cllr Watson and seconded by Cllr Lockhart.

**4 Matters Arising:**

4.1 *4.1 Planning Aid Training*– Cllr H Smith informed the meeting that Planning Aid training session will be on Tuesday 15 August 2017 at 7pm in the Council Chambers. All to attend if possible.

4.2*4.3 Consultations* – it was agreed that each Cllr will take it in turn to ensure an appropriate response is made to any consultations issued to NBCC. Cllr H Smith to circulate the rota. All Cllrs will share in this responsibility by providing comments and support when asked. Cllr Kay agreed to lead on the 20mph speed limit Private Member's Bill, Cllr H Smith to send the link. Cllr Lockhart agreed to lead on the Climate Change consultation. Following discussion it was agreed that any NBCC comments should reflect public opinion as much as possible, and that this could include minority views

Cllr Macnair asked for a vote to be recorded on any submission.

4.3*4.4 Russell Bequest* – The committee will be made up of ELC Cllr J Henderson, Cllr Northrop and Cllr J Goodfellow. There will be information on Bequest in newsletter.

4.4*4.5 Stella Moffat Trust* – the next closing date is 21st October 2017. Discussion planned for July’s NBCC mid month meeting to clarify grant giving criteria – 18th July 2017.

4.5*4.6 Alternative venue.* Discussed potential alternative venues. Cllr Owen suggested Hope Rooms. Cllr H Smith to find out if this may be possible. Leave on agenda.

4.6*7.3 Planning –* NBCC’s response to Scottish Seabird Centre planning application for a National Marine Centre is on NBCC website and has been submitted to ELC. All comments and submissions are available at John Muir House, Haddington, once the planners’ report is published. No date for decision or planning meeting set.

4.7*9.1 Budget* – NBCC have a substantial unallocated surplus in this year’s budget. It is included as an item in the newsletter, asking for suggestions from the community as to how it should be spent.

4.8*11.1 Charrette* - results due on 19th September 2017, the Annual Public Meeting of the Area Partnership  
 **5 Police Report:**

5.1 In the absence of PC’s Gray & Paterson the Secretary read out the Police Report which is summarised as follows:

During the period of the last report there had been several incidents of note which were broken down in terms of the agreed priorities for the ward as follows –

**1. Road Safety**  
- There are no road safety issues to report this month.  
  
**2. Antisocial Behaviour**  
- During the evening of Sunday 18th June, Police received a call regarding a noisy party in Gilsland Grange. Police attended and persons concerned were warned.  
- During the evening of Sunday 18th June, Police received a report of a smashed window at a house in Craigleith Avenue. Police attended, obtained details and enquiries are still ongoing.  
- On Monday 19th June, Police were made aware of anti social behaviour by youths out of school hours within the grounds of Law Primary School. Local officers made aware and passing attention to be given.  
  
**3. Housebreaking**  
- There have been no reports of housebreakings over the past month.  
  
**4. Parking**- Parking continues to be monitored by East Lothian Council Parking Attendants.

**5. CAPP**The date of the next CAPP meeting is on Wednesday 30th August 2017, 1930 hours, Council Chambers, North Berwick.  
CAPP Priorities are drug misuse around Craigleith Avenue, Lochbridge Road and Gilbert Avenue; speeding and noisy vehicles and motorbikes in Grange Road, vehicles congregating in the Sports Centre car park and speeding on A198.

**5.1 Grange Road**  
NBCC awaiting a reply from ELC regarding concerns raised about the size of the speed tables. ELC Cllr J Henderson to follow up. There are also concerns about the safety of the road between Gilsland and Kingston. Cllr H Smith to write again to ELC to establish responsibility for the speed tables and the improvements to signage and passing places.

**6. Other Incidents of note**  
- During the daytime on Tuesday 6th June, a sweater was stolen from Kilbucho, 40 High Street, North Berwick. The image of a female suspect has been captured on CCTV and enquiries are still ongoing.  
- Between Thursday 8th June and Friday 9th June, a jacket was stolen from the male changing rooms at West Links Golf Club. Details were obtained and enquiries are ongoing.  
- On the morning of Saturday 10th June in East Road, a 60-year-old woman was victim of a bag snatch. Description of 2 males and a vehicle were circulated and released to the press. Enquiries are still ongoing by CID.  
- Between 13th and 14th June, a theft occurred from Fidra House Nursing Home. Police attended, obtained details and enquires are still ongoing.  
- During the morning of 22nd June, a vehicle parked at the rear of High Street, North Berwick had a tyre slashed. Details were obtained and enquiries are ongoing.  
- On 23rd June, Police were informed of a high value fraud which consisted of scamming an elderly couple into transferring money from their bank account into a different bank account. Police attended, details were obtained and enquiries are still ongoing.   
  
Feedback welcome to [NorthBerwickCoastalCPT@Scotland.pnn.police.uk](mailto:NorthBerwickCoastalCPT@Scotland.pnn.police.uk) or[deborah.gray@scotland.pnn.police.uk](mailto:deborah.gray@scotland.pnn.police.uk) and [john.paterson2@scotland.pnn.police.uk](mailto:john.paterson2@scotland.pnn.police.uk).

**6 Planning Matters:**. 6.1 The following new applications had been viewed beforehand and no objections had been raised –   
17/00452/P - Alterations to house and formation of dormers   
17/00473/P – Extension to house  
17/00469/P – Alterations, extension to house and associated works

17/00466/P – Erection of lean to shed  
17/00405/P - Alterations to house, erection of replacement garage, fencing and gates and gate posts (Part Retrospective)

6.2 The following new applications were viewed, discussed and commented on as follows –  
Discussed 17/00493/P, 17/00535/P, 17/00490/P and 17/00483/P – all regarding replacement windows. Prior to meeting, Cllr H Smith had contacted ELC’s Ian MacFarlane for some advice regarding replacement windows, very clear guidance sent through and NBCC used this advice to make following decisions.   
17/00493/P – this is not a listed building but is a historic building in a conservation area. NBCC concerned that although timber would be used, new windows will significantly alter appearance of building. NBCC to object on this basis.   
17/00535/P – discussed that there is an opportunity to put in windows that would be in keeping with High Street however Cllr Northrop pointed out that it is not always possible to do this. Decided that NBCC should comment that this could be an opportunity to look at replacing windows with a conservation style.   
17/00490/P – application can no longer be found on ELC planning portal.

17/00483/P – this property already has UPVC windows and the windows at the back have already been replaced. This is a modern building in a conservation area and the application depends on impact on streetscape. Decided to comment but leave this to planners to decide.  
Also discussed 17/00281/P C - Change of use of shop class 1 use to tanning salon and nail bar class 2 use 1. Concerns raised by Cllr Todd regarding further loss of retail space. Some ambivalence from other Cllrs and some saw it as preferable to an empty shop. Concern that shops may become offices as Class 2 use also includes offices and this particular application has been made by Gullane Business Centre. Discussed and NBCC decided to comment on their concern re. erosion of retail space in the town centre.

6.3 The Glebe

The Glebe planning application has gone to appeal with Scottish Government. Due to the level of public interest in this application, NBCC will reiterate their comments made at the ELC planning meeting as their representation to DPEA.

6.4 Elcho Green

Elcho Green is not specified in ELC assets register. It is noted as an open space in Local Development Plan. Cllr H Smith to follow up with Cllr Todd and ELC Cllr J Goodfellow as to ownership, responsibility etc. Discussed the Common Good Fund and ELC Cllr J Henderson will endeavour to share some information on Common Good which NBCC can use in future.

6.5 Cllr Todd not going to lead on planning for NBCC anymore. Cllr Lockhart kindly offered to help but it was decided on a rolling responsibility – 2 Cllrs each month taking the lead. Each Cllr will do 2 consecutive months (staggered), pulling together Lists A and B for circulation prior to meetings and making comments to ELC if appropriate. Cllrs H Smith and Owen will follow up July applications, Cllrs H Smith and Northrop will attend to August applications.

**7 Communications Group including Newsletter:**Cllr Mackenzie thanked by Cllr H Smith on behalf of NBCC for the amount of work pulling together the newsletter content has involved. Cllr Mackenzie gave update on progress so far. This will go to design/print stage at the end of this week and be delivered by Royal Mail to 6,000 households in August 2017.   
Discussed future newsletters. Cllr Mackenzie has proposed a project based on NB Connect to ELC Courier, a semi informal media partnership. Cllr Mackenzie to follow this up with EL Courier. If this doesn’t go ahead, then possibly a smaller form of the current newsletter could be possible with a focus on different organisations and/or put in adverts.   
Comments/changes on newsletter content to Cllr Mackenzie by tomorrow evening (Wednesday 5th July).  **8 24 hour defibrillators:**Outstanding issues being dealt with by Cllr T Todd – looking at locations/planning permission etc. Town map showing location of defibrillators sent round Cllrs.  **9 Town Plan:**Cllr Moodie reported the Cllr Northrop, Cllr Mackenzie and Cllr Moodie recently met to progress town plan project which they envisage to have 3 phases:-  
Phase 1 – Specification and initial funding agreed   
Phase 2 – Creation of town plan

Phase 3 – Implementation of ideas

Requested £700 for phase 1 from NBCC. Cllr Mackenzie to write a brief for work.   
Aim is for NBCC to help develop Local Development Plan and strengthen area partnership work.

**10 Area Partnerships:**Decided that Cllr H Smith and Cllr Moodie would be main attendees on behalf of NBCC and Cllr Todd and Cllr Macnair would be respective deputies. The Area Partnership Annual Public Meeting is on 19th September 2017.

**11 Reports from Groups & Societies:**

11.1Calder & Crawford Cups:  
The Secretary confirmed that the qualifying rounds would be taking place on the East Links putting green on 25th July starting at 11.00 am. Cllr Watson was preparing the poster which would be put up in various locations over the next week. He would also arrange for the sign to be put up at the attendant’s hut. Cllr Mackenzie undertook to deal with social media publicity. A rota was circulated for help on the day.

11.2 St Andrew’s Old Kirk Project:   
Cllr Owen reported that scheduled consent had been received. This year is Scotland’s year of History, Heritage and Archaeology and the public have been asked to nominate hidden gems. ELC nominated Kirk and it is one of 28 shortlisted. Cllr Owen will send link round to encourage everyone to vote. 6 properties will become Scotland’s ‘hidden gems’.

11.3 Community Centre:   
Cllr Mackenzie report that the AGM of North Berwick Community Centre was held last week. Fantastic results in annual report - over 400 users a week. Cllr Mackenzie to send round Community Centre newsletter.

11.4 Parent Council:

No update.

11.5 Youth Project:  
No updated.

11.6 North Berwick Golf Club Community Fund  
The next meeting of the Fund's management group will be July 26th. Christmas lights group are planning to apply to the fund.

11.7 Friends of Edington meeting  
Nothing to report.

**12 Correspondence:**

The following communications had been received –

* Application for provisional license – NB distillery at Halfland Barns for a working distillery and visitor centre – high end experience – not open to public only for planned tours. No objections. No issues. *ELC Cllr Henderson left the meeting prior* *to this discussion.*
* Letter from Linda Hall raising concerns about the speed and volume of traffic at East Road as dangerous for those crossing the road, particularly for those who might need a little more time. The Secretary reminded the meeting that the speed reactive sign had been removed. Installation of traffic lights was discussed; this was also mentioned at Charrette and may be proposed in the forthcoming report. Cllr H Smith to write back to Ms Hall to give support and let her know how NBCC will progress this issue.
* SESplan
* Community Choices Fund 2017/18
* Climate Change Bill consultation launch. Cllr Lockhart to consider
* Letter from Miss Club, Law Primary. Thank you for the work done following the recent visit from P7 pupils.
* ELCH re. new community hospital.

**13 Any other competent business:**

13.1 Cllr Northrop raised concern about bullying at the schools. ELC have adopted an anti bullying policy and are now part of National Bullying Framework. Cllr Macnair suggested contacting ELC to ask about their anti-bullying strategies. Cllr H Smith to write.

13.2 Complaints have been made about the delay in removing the broken and disused bus shelter from Quality Street. Cllr H Smith to write.

13.3 Casual vacancy -NBCC will advertise the casual vacancy after the summer holiday period.

**14 Date of Next Meeting:**

The next meeting of the Community Council will be held at the Fire Station, Station Road, North Berwick on Tuesday 1st August 2017 at 7.30 pm.