**Royal Burgh of North Berwick Community Council**

**Minutes of Zoom Meeting held at 19.30 on**

**Tuesday 1st September 2020**

**Present:**

Judy Lockhart – Chairman, Gordon Moodie – Vice Chairman, Kathryn Smith – Secretary, Christiane Maher – Treasurer, Bill Macnair, Sue Northrop and Ian Watson

**Also present:** ELC Cllrs Jane Henderson, Jeremy Findlay & Jim Goodfellow

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| **Agenda item** | **Discussion** | **Action** |
| **1 Welcome** | The Chairman opened the meeting and welcomed all to the sixth Zoom meeting of the Community Council. |  |
| **2 Apologies** | Cllrs Ingrid Gibson, Peter Hamilton & Mairi Benson and Emma Duncan (local press) |  |
| **3 Previous Minutes** | Adoption of the Minutes of the Zoom meeting on 4th August which had be circulated previously, was proposed by Cllr Macnair and seconded by Cllr Watson. |  |
| **4 Matters Arising** | 4.1 ***4.1 Beach Litter –*** The footprint signs were now up and had been well received. It was noted that a number of people were collecting rubbish on their walks. The Chairman agreed to put a piece in the *Courier* to thank them. | JL |
| **5 Police Report** | 5.1 This month’s police report, which had been circulated beforehand, was taken as read.  5.2 It was agreed to write to the Chief Inspector and the community officers to thank them for all their work during these difficult times. | KES |
| **6 Planning matters** | 6.1 The August planning applications were led by Cllr Maher.  6.2 The following new applications had been viewed beforehand and, following a brief discussion, no comments were made –  ***21 St Andrew Street –*** installation of roof vents  ***13C Melbourne Road –*** replacement windows  ***9 Forth Street –*** reroofing of house  ***5A York Road –*** erection of summer house  ***48-52 Dunbar Road-*** erection of reverse vending machine unit & associated works [*note* - objection to 24 hour use already lodged]  ***Craigend Cottage, 2A Cromwell Road –*** alterations, extension to 1 house to form 2 flats & associated works  6.3 The following new applications were viewed, discussed and commented on as follows –  ***30 St Andrew Street –*** after discussion it was agreed not to comment on the planning application for the change of use of 1 house to holiday let accommodation.  ***24A York Road –*** after discussion it was agreed not to comment on the planning application for alterations to the flat, formation of a balcony, pedestrian access, hardstanding area, steps, erection of fencing, railings & gate  6.4 Decisions since last meeting –  ***9 East Road:*** alterations and extension to house – **granted**  ***12 Westgate:*** alterations, extension and change of use of bank building to form 1 house, erection of commercial building, widening of vehicular access & associated works – **refused**  ***Glenburn House, 6 Marine Parade:*** erection of summerhouse, wall, pizza oven, hot tub, outdoor shower, fire pit/seating area and formation of hard standing areas – **granted**  ***6 Stair Park –*** extension to house – **granted**  ***26 Moffat Place –*** extension to house – **granted**  ***27 Ben Sayers Park –*** change of use of landscaped area to form domestic garden ground and extension to house (part retrospective) – **granted**  ***83 Rhodes Park –*** erection of garden cabin **– granted**  ***Windygates, Windygates Road* –** internal alterations to building – **granted**  6.5 ***Castleton*** – The Chairman confirmed that she had attended the virtual planning committee meeting and had presented the community council’s case against the care village application. The application was refused unanimously. She thanked Cllr Maher for preparation of the statement which she had read out at the meeting. A note had been received from Syl Caw recording his personal thanks to all for their efforts in opposing the application. |  |
| **7 Treasurer’s Report** | 7.1 The Treasurer confirmed the following payments had made during the month - £38 to Cllr Smith for Minutes; £14.39 for Zoom subscription; £310.80 for the Resilience thank you lunch at the Herringbone. |  |
| **8 Town Centre Support - TTRO** | 8.1 It was noted that social distancing was still a problem in the High Street. People needed to be reminded of its importance.  8.2 The traffic measures including Law Brae appeared to be working reasonably well but there were problems negotiating the adjoining streets.  8.3 It was suggested making St Andrew Street and Kirk Ports one way east to west, Marmion Road west to east and St Margaret’s Road south to north. This would be raised at the Spaces for People virtual meeting with ELC’s Alan Stubbs on 9th September.  8.4 It was agreed that traffic management had not been well thought out as there were also some issues with people not being aware of the change; more signage was required.  8.5 It was noted that the COVID Emergency Act had been extended from December to April. | JL/GM/CM |
| **9 Resilience - SPoCs** | 9.1 The Chairman confirmed that Cllr Northrop had stepped down as SPoC with effect from 31st August and that she (the Chairman) and Cllr Benson would form the Community Council sub-group to continue some of the projects started by the Community Emergency Resilience (CER) Team. Further discussions were required to decide NBCC's role in future emergencies and whether the role of SPoC was viable.  9.2 Cllr Northrop was in the process of working on a Report for wide circulation. In the meantime she commented as follows -  9.3 The community response had been fantastic. Family, friends and community groups supported each other. Existing local projects and groups looked after vulnerable groups and there had been an enthusiastic response from the community for volunteers - over 240.  9.4 The CER team had been there to fill the gaps in support when families, services and the community were unable to help. The main gap in support initially was older people, people in communal housing and carers. Shielding created a larger and wider group of people in need.  9.5 People mainly needed shopping and prescriptions, but the groups most at risk from the start were also already socially isolated and Covid exacerbated this so a strand of work focused on helping people feel connected to the community and not alone, e.g. through Street Links, digital inclusion, free *Couriers*, Beacon Bakers and Kindness Hampers.  9.6 Lots of collaborative projects were developed – the CER Fund with the Community Council and North Berwick Trust, joint projects with the Day Centre, Community Centre, Connected Communities, Digital Inclusion with Rotary, CC, DFEL and St Andrew Blackadder.  9.7 Experience raised issues that NBCC needed to address now so that preparations are safely in place for any future emergency. These are:   * Clarify with ELC as a matter of urgency who has the Duty of Care to CER volunteers (including Dep/SPoC) * Ensure ELC and H&SCP are clear of the role and status of CER Volunteers and how to work with them (digital, information sharing etc) * Clarify role of Connected Communities Manager and Area Partnership in CER and ensure the new Connected Communities Manager is fully involved in CER development and discussions * Agree a plan for supporting Volunteers (48 are happy to volunteer in future) using appropriately trained and paid staff   9.8 For future emergencies, Cllr Northrop recommends that NBCC works with other community leaders and groups to:   * Establish a CER group/forum to provide strategic oversight and support for the CER work. * That the Group should review the current plan and make decisions about the future of volunteers, data bases, resources and infrastructure developed during Covid and how they might be retained * Identify a physical base/community hub for the CER team that is under the control of the community in an emergency * Consider establishing a permanent North Berwick Resilience Fund for the community |  |
| **10 Towns & BIDS Resilience and Recovery Fund** | 10.1 The Chairman confirmed that the grant of £5,000 had been received.  10.2 It had been agreed with ELC that they would supply and install 5 KC all metal benches at locations to be decided.  10.3 Consultation with other groups would be carried out to determine the best locations. It was suggested that two at Williamstone Court would be a suitable location. |  |
| **11 Area Partnership** | 11.1 The Chairman confirmed that she and Cllr Moodie would be attending a Skype meeting at 6.00 pm the following evening to discuss Hilary Smith’s paper *‘Decision* *making with and within the North Berwick Coastal Area’*.  11.2 There would be an On the Move meeting at 7.00 pm which Cllr Macnair would attend.  11.3 The Area Partnership had received 3 applications for funding which were to be considered at their meeting on 8th September. They were from –  ***Gullane Bloomers – Blue Stone Project*** – the amount requested and total cost of the project was not known. It was thought that there was a non-cash element for work provided by ELC. Assuming the value of the hours can be confirmed and it seemed reasonable, it was agreed to support the application in principle.  ***Stepping Out***- £1,600 was requested for the rental of the pavilion in the Lodge. There was some discussion as to whether this would be for the benefit of North Berwick Coastal or the wider community. It was agreed to support the application if it fits with the Area Partnership funding arrangements.  ***Aberlady Community Association***- £1,000 was requested for the emergency food bank and fuel cards. It was agreed to support the application.  It was understood that there had also been applications from *Dirleton* *Bowling* *Club, Dirleton Good Neighbours* and *Keeping Aberlady* *Healthy* but as there had been no opportunity to consider the applications before the meeting, it was agreed that the Community Council’s 2 representatives would not vote on them. |  |
| **12 Any other competent business** | 12.1 An e-mail had been received about speeding in the Ferrygate Meadow development. ELC Cllr Goodfellow explained that as the roads had not been adopted yet a TTRO could not be issued. However the developer could impose a speed limit and should they agree ELC would provide the 20mph roundels. In the meantime the police are monitoring the situation. It was understood that there was a change in legislation so this would not happen in the future.  12.2 As the 20mph speed limit was not being observed in certain areas, Cllr Smith had contacted the police about deploying pop-up Jim & Jemima in the town. St Baldred’s Road, Dirleton Avenue and Lochbridge had been identified as probable locations.  12.3 An e-mail had been received about illegal parking on Elcho Green. ELC Cllr Goodfellow had identified the culprit; Cllr Smith would inform the police.  12.4 It was noted that the new Sula 3 was going through its certification process. |  |
| **13 Date of Next Meeting** | The date of the next (virtual) meeting would be Tuesday 6th October at 7.30 pm. |  |