**Royal Burgh of North Berwick Community Council**

**Minutes of Meeting held at 19.30 on**

**Tuesday 2nd May 2023**

**In the Community Centre, Law Road**

**Present:**  Kenny Miller (Chairman), Judy Lockhart-Hunter (Vice chairman), Kathryn Smith (Secretary), Peter Hamilton, Bill Macnair, Ian Watson, George Johnstone, Mairi Benson (via zoom), Jacq Cottrell, Don McKee & Liz Martin

**Also present:** ELC Cllrs Carol McFarlane, Kirsty Towler, Christine Gollan, Sue Granville, Jim Goodfellow, A N other and Gregor Millar (local press)

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| **Agenda item** | **Discussion** | **Action** |
| **1 Welcome** | The Chairman opened the meeting by welcoming all to the eighth in person meeting of the Community Council. |  |
| **2 Apologies** | Cllr Christiane Maher & Doug Haig |  |
| **3 Previous Minutes** | Adoption of the Minutes of the meeting held on 4th April, which had been circulated previously, was proposed by Cllr McKee and seconded by Cllr Johnstone. |  |
| **4 Matters Arising** | 4.1 ***5.1 North Berwick Connect:*** Cllr Lockhart-Hunter confirmed that the text had been sent to Local Life for the 9 pages spread in the June/July edition. 4.2 ***5.3 Glasclune Shelter:*** It had been confirmed that both the Glasclune and Marine Parade shelters were owned by ELC. The maintenance team was being asked to look at both shelters to establish what maintenance was required and then to discuss what monies were available to spend on them. The Glasclune Gardens residents, who would have preferred demolition, were happy with a sympathetic renovation.4.3 ***5.3 Beach footprint signs:*** The signs had been delivered but were smaller than the originals so the wording would have to be discussed.4.4 ***13 King’s Coronation:*** It had been decided to hold a window dressing competition. It was agreed to buy a small cup as a prize for the best window.4.5 ***15 Station Kiosk:*** No further progress had been made but Harry Barker of the Community Rail Partnership and Libby Morris of North Berwick in Bloom were now on board. |  |
| **5 Police Report** | 5.1 This month’s abbreviated police report, which had been circulated beforehand, was taken as read.5.2 At the CAPP meeting on 12th April it was made clear that for data protection reasons the police reports would remain in the current format. It was also confirmed that all community councils received reports in that format.5.3 The next CAPP meeting would be on 24th May. 5.4 The current priorities were speeding outside Aberlady Primary School and on the A198/Dirleton Avenue.5.5 It was suggested that speeding on Haddington Road to the Primary School should be monitored. |  |
| **6 Planning matters** | 6.1 In the absence of Cllr Maher the April planning applications were led by the Cllr Lockhart-Hunter.6.2 The following new applications had been viewed beforehand and, following a brief discussion, no comments were made – ***13D Melbourne Place*** - replacement windows***11 Springfield Gardens*** – change of use of flat to short term holiday let (retrospective)***The Harbour, Victoria Road*** – resurfacing of slipways and erection of handrail***5 Westgate*** – certificate of lawfulness for existing use short term holiday let***3 Lorne Square*** – erection of shed (retrospective)***18 Trainers Brae*** – rear extension reduced in size and roof redesigned***3A Marine Parade*** – erection of outbuildings***25 Balfour Street*** – change of use of flat to short term holiday let***Kennels to west of Sheriffhall, West Gate, Congalton*** - alterations to building6.3 The following new applications were viewed, discussed and commented on as follows –***3, 5 & 6 West Bay Court –*** after discussion it was decided to object to the application for change of use of the 3 flats to short term holiday lets as the policy in recent months had been to object where there was a common shared entrance to the building which was likely to cause noise disturbance to neighbours.6.4(a) North Berwick Environment & Heritage Trust had written to the Community Council asking (a) for an assurance that it was taking the issue of short-term lets seriously; (b) for it to apply a presumption against any more short-term lets in the town; and (c) for it to routinely object to applications for properties to become new short-term lets and to question all applications for certificates of lawfulness for short-term lets. 6.4(b) After discussion it was agreed that the system appeared to be flawed and misleading and that a meeting with Keith Dingwall, ELC’s Planning Service Manager, was required to discuss the whole issue of short-term lets.6.5 Decisions since last meeting –***12 Quality Street –*** change of use of rear grounds and parking area to form ancillary outdoor eating, seating, drinking areas, toilet buildings and associated works for temporary period of 5 years (retrospective) – **granted*****Flat 10, 1 Station Road –*** replacement doors – **granted*****45 Westgate –*** certificate of lawfulness for existing use short term holiday let – **granted*****4 Glasclune Gardens –*** erection of summerhouse and hardstanding area – **granted*****Scout Cottages, Tantallon –*** formation of dormers, replacement door and installation of window – **granted*****19 & 19A Melbourne Road –*** alterations to flat – **granted*****Land north east of 5 Rhodes Holdings –*** erection of 1 house and associated works – **refused*****7 Victoria Road –*** erection of raised decking with glass balustrade/trellis and step - **granted** |  |
| **7 Treasurer’s Report** | 7.1 In the absence of the Treasurer the Secretary confirmed that the following payments had been made during the last month - £13 to Scottish Power for the store but there did not appear to be a refund this month; £38 x 2 to the Secretary for the Minutes; and £102 to BWF for the transfer to the new webmaster.7.2 The 2022/23 Accounts had been prepared and circulated.7.3 The budget allocations for 2023/24 had been confirmed by ELC at the same level as last year viz. Admin: £981 and Local Priorities Scheme: £8,690. The budget for 2023/24 would now require to be done. |  |
| **8 Parking Consultation Outcome** | 8.1 At ELC’s meeting on 25th April, ELC Cllr Findlay’s motion to defer a decision on the North Berwick parking management proposals to a later date to allow more time for discussion within the community was defeated and the Consultation Outcome was approved by 17 votes to 4. It was noted that ELC Cllrs McFarlane & Allan had voted in favour of approval.8.2 Concern as to the financial impact on the town was expressed but it was agreed that, although the consultation was flawed, it was important to have a sensible and rational conversation with officials to influence the final plan.8.3 Cllr Lockhart-Hunter asked ELC Cllr McFarlane why she had voted in favour of the parking management scheme but, despite insistent questioning, she failed to answer.8.4 After discussion the Community Council voted against the approved parking management scheme but recognised the situation had to be addressed by meaningful discussions with ELC officials.8.5 It was agreed to ask Peter Forsyth to meet with the Community Council to discuss the parking management scheme and separately Ian Lennock to discuss the east end of the High Street proposals which had also been approved at the meeting.8.6 In the meantime it was agreed to launch two petitions,one relating to the proposals for the east end of the High Street, and the other relating to the parking management scheme. It was noted, however, that Cllrs Cottrell & McKee did not vote in favour. |  |
| **9 Area Partnership** | 9.1 The Chairman was to discuss the clash of dates with Doug Haig again. |  |
| **10 Local Place Plan** | 10.1 The Chairman reported that things were moving forward slowly.10.2 Libby Morris, Jane McMinn & North Berwick Trust (NBT) had joined the steering group.10.3 NBT had indicated partially funding of the project of between £10,000 & £20,000 so it might be necessary to source additional funding.10.4 Cllr McKee had had a long discussion with Planning Aid (Scotland) who seemed enthusiastic to help. He was keen to firm up what they could do and the next step was to have a zoom meeting with them.10.5 The deadline for completion of the Place Plan was now Spring next year.10.6 The next steering group meeting would be on 1st June.  |  |
| **11 Edington Cottage Hospital** | 11.1 Cllr Lockhart-Hunter reported that there was to be a Teams meeting of the Edington Steering Group on 22nd May with Fiona Wilson, Chief Officer of East Lothian Health and Social Care Partnership. 11.2 There had been no response yet from Paul McLennan MSP for a meeting with the new Cabinet Secretary for Health, Michael Matheson. She would follow up. |  |
| **12 Old Council Chambers**  | 12.1 The Chairman commented that he had been told by Doug Haig that a decision had been taken by the local ELC councillors to mothball the building.12.2 ELC Cllr McFarlane stated that that was not true but that funds had been frozen for the maintenance of buildings.12.3 It was agreed the building needed to be brought back into use. |  |
| **13 North Berwick signs** | 13.1 It was agreed that 20mm plastic board should be used for the 3 new town signs at a cost of £600+VAT plus £400+VAT for fitting them. 13.2 It was also agreed that ‘A Royal Burgh since 1373’ should be added to the signs. The Signman would be instructed accordingly.13.3 It was confirmed that Cllrs Watson and Macnair would take down the old signs. |  |
| **14 Correspondence** | 14.1 E-mail from a Forth Street resident about noise disturbance at the Freemasons Hall and the lack of notice to neighbours of the application for the occasional license. *(It subsequently came to light that there is no obligation to inform neighbours of occasional license applications.)*14.2 E-mail from Harbour Trust expressing concern about using the harbour for parking. |  |
| **15 Any other competent business** | 15.1 ***Coronation plaque*** ***–*** It had been suggested that a plaque celebrating King Charles’s coronation could be purchased at a cost of £199 and affixed to the foot of the Community Council notice board. However, the planters at the foot of the notice board would block the sign. Alternative sites would be looked at and the Men’s Shed and Youth Project would be asked if they could produce a suitable sign.15.2 ***Imperial toilets –*** Cllr Macnair highlighted that the guttering at the toilets needed to be cleared. The Chairman had already written to ELC about this but had had no response. He would follow up. |  |
| **16 Date of Next Meeting** | The date of the next meeting would be on Tuesday 6th June 2023 at 7.30 pm in the Community Centre. |  |