**Royal Burgh of North Berwick Community Council**

**Minutes of Meeting held at 19.30 on**

**Tuesday 4th July 2023**

**In the Community Centre, Law Road**

**Present:**  Kenny Miller (Chairman), Kathryn Smith (Secretary), Christiane Maher (Treasurer), Peter Hamilton, Bill Macnair, Ian Watson, George Johnstone, Mairi Benson (via zoom), Jacq Cottrell, Don McKee & Liz Martin

**Also present:** ELC Cllrs Jeremy Findlay, Carol McFarlane & Liz Allan, Doug Haig, Jim Goodfellow, Alison Clark, Kirsty Towler, Susan Oliver, Christine Gollan, Sue Granville, Natalie Pereira, 7 other members of the public 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 tenth in person meeting of the Community Council. |  |
| **2 Apologies** | Cllr Judy Lockhart-Hunter |  |
| **3 Parking Management Scheme** | 3.1 Peter Forsyth, ELC’s Project Manager – Growth & Sustainability (Development), explained the background to the introduction of the Parking Management Proposals in North Berwick.3.2 There was a statutory obligation on local authorities to manage road networks and it had been decided to manage the very high demand for parking spaces in the town by pricing to move people on.3.3 Following the parking consultation at the end of last year the feedback had been reviewed and some changes had been made before being presented to the Council on 25th April. 3.4 However, when challenged he did concede that there had not been adequate provision for comments in the original survey.3.5 The Order would be published on 21st August and there would be a period of 5 weeks for public representations to be made. He gave an assurance that it would be well publicised.3.6 If there were still objections it would be referred to the Scottish Government and a Reporter would be appointed, which process could take 6 months to a year.3.7 He pointed out that Government policy was to promote active travel to address the climate agenda as cars were high pollutants. A balance of the different needs of the town viz. residential/business/visitors was required. The economic impact assessment indicated a £1m benefit.3.8 A number of points were raised by those present including –* The requirement to look at new parking supply for long stay parking;
* 2/3 of respondents did not want CPZs;
* The difficulty of navigating the Council website;
* How parking fitted into strategy with public transport;
* How encouraging active travel sat with new developments with no public transport;
* Parking for GP surgery;
* Parking for workers who do not live in town;
* Campervan parking and whether it should be considered as a coastal car park;
* Problems with residents in East Zone being able to park in their own area;
* Disappointment that residents and businesses were not being listened to – these schemes have not worked in other towns.
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| **4 Previous Minutes** | Adoption of the Minutes of the meeting held on 6th June, which had been circulated previously, was proposed by Cllr McKee and seconded by Cllr Martin  |  |
| **5 Matters Arising** | 5.1 ***4.1*** ***Glasclune Shelter:*** There had been no further progress. Cllr McKee would follow up.5.2 ***4.4 Station Kiosk:*** The lease from ScotRail was yet to be finalised. The Chairman had been looking at various funding streams and ELC Cllr Allan had identified funding from the Scottish Government for toilets in tourist towns.5.3 ***4.5 Coronation plaque:*** This would be undertaken as a winter project by the Youth Project.5.4 ***4.6 Imperial toilets:*** The Chairman was pleased to report that the gutters had been cleared but noted that the roof tiles still required attention. 5.5 ***14.2 Old Council Chambers:*** The Chairman reported that ELC’s Tom Reid was receptive to the idea of the charitable use of the building. Cllr Macnair reported that the clock was not chiming. ELC Cllr McFarlane was asked to investigate further. |  |
| **6 Police Report** | 6.1 This month’s abbreviated police report, which had been circulated beforehand, was taken as read.6.2 The next CAPP meeting would be on 12th July. 6.3 It was noted that the pop-up policeman which had been deployed on Haddington Road had ‘disappeared’ after a short time. |  |
| **7 Planning matters** | 7.1 The June planning applications were led by the Cllr Maher.7.2 The following new applications had been viewed beforehand and, following a brief discussion, no comments were made – ***48A Forth Street*** - certificate of lawfulness for existing use short term holiday let***Pointgarry House, 20B West Bay Road*** - change of use of flat to short term holiday let (retro)***3 Marine Parade*** – change of use of flat to short term holiday let***2E Kirk Ports*** – change of use of flat to short term holiday let***4 Bramerton Court 27 Dirleton Avenue*** – change of use of flat to short term holiday let***Heugh Reservoir*** – alterations to building, erection of walls, formation of steps and hardstanding areas – renewal of planning permission from 2019***9A Fidra Road*** – erection of garden room, formation of hardstanding area, erection of fencing & gates***1 Quadrant*** – replacement windows***13 Melbourne Place*** – installation of roof light***Aldi 48-52 Dunbar Road –*** display of advertisement***23 Quality Street –*** installation of mural7.3 Decisions since last meeting –***35A Quality Street –*** change of use of flat to short term holiday let (retro) – **refused** because of shared entrance***25 Balfour Street –*** change of use of flat to short term holiday let - **granted*****Kennels to west of Sheriffhall West Gate, Congalton -*** alterations to building - **granted*****15A Melbourne Road -***  erection of railings to wall, stone cleaning, part demolition of wall internal alterations to building – **granted*****The Harbour, Victoria Road –*** resurfacing ofslipways and erection of handrail -**granted*****Lime Grove Community Garden –*** erection of summerhouse, pergola, sheds, raised beds and formation of hardstanding area (part retro) - **granted*****Balgone Farm –*** alterations, change of use of agricultural land/storage containers to form café (class 3) with outdoor seating area and associated works (part retro) - **granted** |  |
| **8 Treasurer’s Report** | 8.1 The Treasurer confirmed that the following payments had been made during the last month - £13 to Scottish Power for the store which had been refunded; £38 to the Secretary for the Minutes; £120 to BWF for 3 months web management; £137.72 to Booth Creative for Calder Cup posters; £140 & £103.48 to Booth Creative for petitions banner & posters; and £1,339.20 to Local Life8.2 Approval of the budget for 2023/24, which had been discussed and circulated beforehand, was proposed by Cllr Macnair and seconded by the Chairman |  |
| **9 Short term holiday lets** | 9.1 It was understood that there were 336 short term lets in the town.9.2 As it appeared that ELC was not dovetailing with the National Planning Framework 4 (NPF4) it was agreed to invite Keith Dingwall or another official who deals with the subject to explain ELC’s policy to the Community Council. |  |
| **10 Parking Consultation Outcome** | 10.1 It was confirmed that the street stalls would continue in the meantime.10.2 As at 30th June the number of paper and online signatories to the petitions for the parking management scheme was 3,239 and the east end of the High Street 1,285. These figures did not include the shop petitions.10.3 The signatures had all been cross checked for duplicates. |  |
| **11 Area Partnership** | 11.1 Cllr Benson reported that the 2 applications discussed at last month’s meeting had been approved as had the application by the Carers of East Lothian [£872.75] which had been carried forward from the previous AP meeting whilst awaiting further information and clarification.11.2 There had been an update on the progress to date of Chill East Lothian.11.3 On the Move had updated on safe routes to schools and High Street clutter.11.4 The Community Benefits Scheme was looking for a wish list of projects to benefit from funding. |  |
| **12 Local Place Plan** | 12.1 Cllr McKee had drafted a request for an expression of interest to Planning Aid Scotland.12.2 If the price was acceptable work would start at the end of the year with a view to submitting the Plan to ELC by May.12.3 There would be a community consultation early next year.12.4 North Berwick Trust (NBT) had expected a housing needs survey would be included in the Plan and, depending upon whether or not it was included, would determine the amount of funding available from NBT.12.5 The Community Council had committed funds in its budget and applications to the National Lottery Community Fund, Area Partnership and Viridor were being considered. |  |
| **13 Edington Cottage Hospital** | 13.1 There was nothing further to report apart from the fact that the First Minister and Health Secretary had refused to meet the steering group.  |  |
| **14 Correspondence** | 14.1 Application for a major variation to the Operating Plan for East Lothian Yacht Club which had been circulated beforehand – approval was confirmed.14.2 Letter from NHS Lothian Primary Care Contracts Team regarding North Berwick Group Practice’s request to NHS Lothian to alter its practice boundary by bringing back into its area the small areas it had given up a number of years ago. It was agreed to respond by expressing surprise as it was understood that its current list was full and asking whether the other practices involved had agreed.14.3 E-mail from a parent of a group of parents who have had their children on the Tots & Teens programme and who had been informed that the programme would not be re-opening in the new term. ELC Cllr Findlay was surprised to hear this as he understood that there was an under spend on that budget. He undertook to follow up.  14.4 E-mail from Bass Rock Community Groupstating that they planned to install their dog poo signs despite having not yet heard from ELC as to whether planning permission was required. |  |
| **15 Any other competent business** | 15.1 ***Calder & Crawford Cups –*** Cllr Johnstone gave an update and confirmed that plans were well in hand for the putting competitions which would be held on 25th and 27th July.15.2 ***Camper vans parking –*** Alison Clark asked whether the Community Council would support the area from the entrance to the Glen Golf Club along Haugh Road being designated a coastal car park and subject to an experimental parking order. It was agreed to support such a proposal.15.3 ***Planters –*** Cllr Johnstone commented that the planters in the High Street were an eyesore and should be removed. After discussion it was agreed that the 2 damaged planters should be removed and the others re-aligned. It was also agreed that the damaged one in from of the bookies should be replaced to facilitate buses’ access to the High Street from Church Road. |  |
| **16 Date of Next Meeting** | The date of the next meeting would be on Tuesday 1st August 2023 at 7.30 pm in the Hope Rooms as the Community Centre was closed. |  |