**Royal Burgh of North Berwick Community Council**

**Minutes of Meeting held at 19.30 on**

**Tuesday 6th February 2024**

**in the Community Centre, Law Road**

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

**Also present:** Jim Goodfellow, ELC Cllrs Jeremy Findlay, Liz Allan & Carol McFarlane, Doug Haig, Kirsty Towler, Sally & Eddie Egan and a member of the public

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| **Agenda item** | **Discussion** | **Action** |
| **1 Welcome** | The Chairman opened the meeting by welcoming all to the 17th in person meeting (since Covid) of the Community Council. |  |
| **2 Apologies** | Local press |  |
| **3 Casual vacancy** | 3.1 The Secretary confirmed that the vacancy had been advertised in the Courier and on social media.  3.2 As two applications had been received it was agreed to interview the interested parties at the mid-month business meeting. |  |
| **4 Previous Minutes** | Adoption of the Minutes of the meeting held on 9th January, which had been circulated previously, was proposed by Cllr Cottrell and seconded by Cllr McKee. |  |
| **5 Matters Arising** | 5.1 ***5.2 County Hotel:*** There was nothing further to report.  5.2 ***14.1 Stella Moffat Trust:*** The competition to design the logo was now open with the deadline for entries being 31st March. Judges of the entries would have to be decided.  5.3 ***14.2 On the Move:*** Cllr Macnair reported that the shuttle bus for the Cala estate had been discussed at the meeting on 17th January and some progress was being made. It had been suggested it should be wider reaching than the Cala estate but it had been decided to concentrate on that area in the meantime. |  |
| **6 Police Report** | 6.1 This month’s abbreviated police report, which had been circulated beforehand, was taken as read.  6.2 At the last CAPP meeting on 10th January PC Dalziel had commented that it had been very quiet over the Christmas/New Year period.  6.3 PC Dalziel had been invited to attend a community council meeting but it was now policy that police do not attend meetings due to *inter alia* restricted resources and shift patterns.  6.4 PC Dalziel had undertaken to try again to make contact with the Clifford Road residents about speeding in the street.  6.5 The next CAPP meeting would be on 21st February. The only priority was speeding on Haddington Road – there had been no checks before the Christmas period but they would start again. |  |
| **7 Planning matters** | 7.1 The January planning applications were led by Cllr Maher.  7.2 The following new applications had been viewed beforehand and, following a brief discussion, no comments were made –  ***Certificate of lawfulness for an existing use short term holiday let –*** flat 7/8 Quality Street, 7 East Road, 8 Westgate, flat 10/1 Station Road, flat 17/1 Station Road & flat 8/1 Station Road  ***Change of use of flat to short term holiday let (retrospective) –*** flat 27/1 Station Road, 11 Beach Road, 46A High Street, 2E East Road, 43A High Street, & 39C Westgate  ***22 Victoria Road*** – alterations to house  ***Chiltern Lodge, Hamilton Road*** – alterations to house, extension to form ancillary accommodation, erection of garage and associated works  ***61 Westgate*** – replacement windows  ***17 Warrender Court*** – extension to house and formation of access ramp  ***11 Dundas Avenue*** – extension to house  ***40 & 42 High Street -*** alterations and change of use of shop (class 1A) to extend existing café (class 3) and extension to building  ***Creel Court –*** display of advertisement (retrospective)  7.3 The following new application was viewed, discussed and commented on as follows –  ***Land to north west of 4 Rhodes Holdings –*** after discussion about the ownership of the site and whether the proposal amounted to diversification it was agreed by a majority not to comment on the application for the change of use of agricultural land for the siting of 4 cabins for holiday let and associated works.  7.4 Decisions since last meeting –  ***Certificates of lawfulness for existing use short term holiday lets –*** 39A Westgate, flat 3/2 Nungate Road, 15 Tweedie Place, 2 Inchgarry Court, Links Road & 16A Balfour Street - **granted**  ***Certificates of lawfulness for existing use short term*** **holiday let–** 38A High Street, 5 Quality Street & 15A Balfour Street - **refused**  ***Change of use of flat to short term holiday let –*** 6 Melbourne Place (retro) & 59 Westgate – **granted**  ***15 Westgate –*** alterations to flat - **granted**  ***11 Glasclune Gardens –*** replacement windows &doors - **granted**  ***Land south of 4 Rhodes Holdings –*** extension and conversion of existing building to form holiday let accommodation and associated works – **granted**  ***34 High Street (Co***-***op Funerals)*** - display of advertisement - **granted**  ***Oakwood, Hamilton Road –*** alterations, extension to house, formation of dormers and hardstanding area – **granted**  ***Cowrie Cottage, 3 Victoria Road –*** formation of pedestrian access, erection of gate, shed and outdoor shower with screen, part demolition of wall – **granted**  ***118 Lochbridge Road –*** change of use of grass verge to form vehicular access, extension to house and formation of hardstanding and decked areas – **granted**  ***The Coach House, 21 Westgate –*** erection of gate and fencing – **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; and £38 to the Secretary for the Minutes.  8.2 Jake Scott had thanked the Community Council for its gift for certifying the accounts. |  |
| **9 Parking Consultation Outcome** | 9.1 At the meeting with Peter Forsyth on 15th January it was confirmed that a paper would go to the ELC meeting on 27th February asking for a pause of the proposed parking management scheme in its present form due to the volume and array of objections and to submit a new one though there was no information on a time line for the new plan.  9.2 Work on phase 1 of the safety and accessibility works at the east end of the High Street would start on 4th March and last for 3 weeks.  9.3 It was concerning that queries regarding time scales and access for businesses during this period remained unanswered by Ian Lennock.  9.4 TTROs would be required to close the road for the duration of the works. |  |
| **10 Area Partnership** | 10.1 Cllr Benson reported on the Area Partnership (AP) meeting held on 23rd January as follows –   1. There had been an update report on the condition of the roads. 2. Gilsland Grange Mews had asked if they could join the AP but as they had not attended the past 2 meetings the request could not be considered further. 3. North Berwick Coastal Community Connections had also requested a seat which was granted. 4. The draft action plan for active travel was discussed. 5. North Berwick Trust would be funding the Kindness Cooperative for another year. £1,500 of food was being distributed each week to 50 families across the ward. 6. There was an update from Support from the Start on the Children and Youth Network. Funding had been secured for the stay and play group sessions to continue to be run in the Community Centre on a Wednesday morning. These were very popular sessions with the last having an attendance of 45 children and 17 parents. 7. The Walking Festival was to be a separate event now 8. The Health & Wellbeing Association were in the early stages of organising an event to connect with the community with a provisional date of 27th April - more information to follow. 9. There were 2 funding applications – one for a feasibility study to save Dirleton Community Store which was parked meantime and the second by North Berwick Area Children & Youth Network who sought £12,000 out of a total of £15,000 to provide free out of school termly activities which was granted. |  |
| **11 Local Place Plan** | 11.1 Cllr McKee confirmed that the online and postal survey period was well under way.  11.2 There was a Local Place Plan landing page on the NBCC website.  11.3. The closing date for the survey was 11th February after which all information would be put on a database by Planning Aid Scotland (PAS).  11.4 At the beginning of March there would be 4 community conversations/ discussion sessions. Thereafter, the draft plan would be developed by (PAS) with the finalised plan submitted to ELC at the end of May.  11.5 In an e-mail to NBCC, a resident had expressed his surprise when he queried how PAS would determine if online responses to the survey were from members of the community or from outwith to be told that the survey was open to anyone. It was confirmed it was open to anyone interested in the community. |  |
| **12 Edington Cottage Hospital** | 12.1 Cllr Lockhart-Hunter reported that there was to be a meeting with ELHSCP with representation from the Community Council and the GPs on 14th March to discuss ‘Provision of Community Services in North Berwick’. |  |
| **13 Correspondence** | 13.1 E-mail (circulated) from ELC Housing Strategy Officer about ELC Housing Strategy and Care & Repair events to inform home owners and private renters about home adaptations and living independently at home for as long as possible and the support available.  13.2 The first community sustainability seminar would be held in the St Andrew Blackadder Chapel on Saturday 2nd March from 10 -11.30 am. |  |
| **14 Any other competent business** | 14.1 ***Fringe by the Sea:*** Jackie Shuttleworth had asked to make a further presentation to the Community Council at the next meeting. The Secretary confirmed that explanatory letters about this year’s event had been delivered to neighbouring residents, including the south side of St Baldred’s Road. |  |
| **15 Date of Next Meeting** | The date of the next meeting would be on Tuesday 5th March 2024 at 7.30 pm in the Community Centre. |  |