



Minutes of Linlithgow and Linlithgow Bridge Community Council Meeting

held on Tuesday 22nd September 2015 in the Burgh Halls at 7.30pm.

Present: Chair Martin Crook (MC), Aileen Boyle (AB), Lyn Aitken (LA), Ron Smith (RS), David Tait (DT), Verena Throp (VT), Mike Vickers (MV), Scott Oliver (SO), Councillor Tom Conn (TC), Police Scotland - PC Andrew Murray and four members of the public.

Apologies: John Kelly (JK), Ian Kelly (IK), Lesley Malone, Fiona Low, Gill Fawcitt, Councillor Tom Kerr

No declarations of interest from attendees.

1. Minutes of previous Meeting.

The amended minutes of the meeting of 26th June 2015 previously circulated were discussed and accepted. Proposed by MV and seconded by RS. The minutes of the August meeting were accepted as a true record of the meeting. Proposed by AB and seconded by MC. It was noted that Scott Oliver's paperwork has now been approved by WLC and therefore Scott is now an official co-opted member of LLBCC. DT mentioned about Lorraine Gillies presenting to a future LLBCC meeting. This was discussed and it was agreed that Lorraine would be invited to the November meeting and to discuss the Linlithgow Planning Partnership (**Action 09/001 – AB**)

2. Update on previous actions not covered in the agenda

No	Owner	Action detail	Update at September 15 meeting
06/002	MC	Supermarket in Edinburgh Road – It was noted that this application had been approved and that this was a speculative application from McTaggart and Mickel. MC to discuss with JK on his return from holiday	Completed. Discussion was had with Planning Officer and Head of Housing at WLC. The progression of the site is dependent on a supermarket being interested in the site.
06/003	MC	The parking fines at Regent Centre for parking overnight was discussed and it was agreed that MC would write on behalf of the Community Council. Update - MC has actioned this by receiving 2 daytime tickets at the car park but no overnight tickets. He will continue to monitor this and therefore this action will be carried forward	Carry forward this action
06/004	MC	06-004 – Planning concerns and LLBCC – it was agreed that MC and JK to meet to discuss the Local Development Plan and other planning issues prior to MC contacting the Chief Executive of WLC. JK just back from holiday so this action to be carried forward	Completed. JK, MV and MC had a meeting with WLC. Limited benefits from the meeting. It is unclear whether due process to get maximum value of assets was pursued. No optional appraisal was carried out although obliged to do this.
005/006	JK	It was agreed that JK to chase Stewart Ness for the outstanding £350.	Carry forward as JK on holiday
005/005	AB?	Discussions about the governance of the sub-groups to be carried forward to September meeting.	AB to check completion of governance form from all sub-groups and engage where there are any gaps.
08/001	JK and MC	JK and MC to link and agree attendance at the Edinburgh Airport meeting and to raise the proposal of Edinburgh Airport hosting an open meeting for communities	Agenda item. See minutes. Both actions completed.
08/002	JK and MC	LLBCC to link with other surrounding Community Councils regarding the flight plan and plan of action.	
08/003	TK	TK will link with Chris Norman and ask him to revert back to JK. A meeting with JK, Chris Norman and Alastair Shaw who deals with the Housing Authority issues may be an option.	Completed – refer to 06/002 which confirms that meeting took place.
08/00	TK	Westfield – it was noted that work may have commenced on	Carry forward as Councillor TK on holiday

4		the site. Action 08/004 – TK to check status.	
08/005	PC Murray	PC Murray to investigate options for signage at the police station	Carry forward. An email has been sent to request sign put back up. PC Murray advised that the phone goes through to Bilston Road not Livingston.
08/006	AB	There was a discussion about double yellow lines as one option for parking and traffic restrictions in the High Street. This should be an agenda item at September's meeting of LLBCC .	Completed – added to agenda item
08/007	VT	VT has a questionnaire and AB to link with her to see if LLBCC can support the production of copies	Completed – copies made
08/008	IK	Treasurer – verbal update provided on budget with a balance of £1466.34. The current balance excludes the £1494 reserved for the Coat of Arms. A written update will be provided for the September meeting	Completed – updated provided for meeting.
08/009	MC	Town Management Group – a proposal has been received from WLC to make changes to the operation of TMG. MC to distribute the consultation document with feedback considerations for LLBCC members to review.	It was advised that RS chaired a meeting of appropriate groups and questions to Stuart Ness. Next meeting was scheduled for day after September LLBCC meeting. Carry forward for an update at October meeting.
08/010	MC	The ad-hoc meeting that took place in July with LLBCC members had actions which MC circulated. Actions to be progressed from this meeting	Carry forward - AB to link with JK about adding notes to the website
08/011	MC	Footpath at Cricket Ground – LA advised that a car had travelled from the car park past the cricket ground into town. There were families in the area and although no-one was injured – there is concern about the dangers of this. Options for resolution could include signage and bollards. It was agreed that MC would contact TK about this	MC spoke to TK. He has spoken to a WLC officer and discuss options eg bollards. Police Scotland interested in the outcome. Carry forward to October as TK on holiday.

3. Update from Police Scotland

PC Murray advised that £1000 worth of parking tickets were issued in the last 2 days over a couple of hours. There were many repeat offenders. Focus has been on single and double yellow lines and safety concerns were addressed. The following items were discussed: (i) proposal for moving the bus stop near the air monitor to free up traffic flow problems; (ii) time limits are statutory and signs are up outside OPO and The Post Office. MV offered to map out the single and double yellow lines but TC advised that WLC have this information and recommended that contact be made with WLC about any activity on traffic regulation orders or reviews of the High Street; **(Action 09/002 – MC)** (iii) parking on pavement also to be reviewed. This is more of a concern now that WLC has reduced funding for planters and if WLC planters are removed from outside the Royal Bank of Scotland – then this would be a safety concern; (iv) options from Network Rail for additional parking for commuters as this is putting stress on the parking problems in Linlithgow. PC Murray also advised that Sergeant Cook has undertaken a public consultation survey with the public. It was suggested that Sergeant Cook consider publishing the outcome in the Black Bitch magazine.

4. Reports from working groups and discussion.

Events

Stewart Ness, TK and MC met last week and had a productive meeting. WLC is looking to save money from across all council expenditure. Stewart Ness has pulled together costings for this year's Advent Fayre compared to last year. The following was discussed and agreed:

- Bands - agreed that only one band this year and it would be the Reed Band. It was noted that there could be a conflict of interest as MC's wife plays for the Reed Bank.
- Birds of Prey –keep them but don't pay
- Torches – price may come down from £1400 as there are some torches left from last year.

- Glowsticks – AB mentioned that we ran out of glowsticks last year therefore this cost could increase.
- Street entertainers – it was suggested that a charity could do face painting or ballooning. Action 09/004 – LA to contact Barbara Braithwaite.
- First Aid cover – this is essential.
- Market stalls – may be the same and is a cost but also provides income.
- PR materials – it was suggested about an entry for the Black Bitch magazine. It was noted that sponsorship can be limited due to lack of visibility. Keep cost the same.
- Stage – Stewart Ness is working on this.
- Window Display Trophy – keep
- Gas Cannister – Stewart Ness is seeing if there is any scope for reduction in price through DIY shop.
- Deacons Court for hire of the tables - £2 a table – retain.
- Bottles of whisky and selection box (Tom Comm) – agreed to discuss options with Aldi, Sainsbury's, McCarthy & Stone, Network Rail or B & M. It was noted that Tesco contribute to the BIDs who also support the Advent Fayre. (**Action 09/003** – MC and also with JK about his funding)
- Bucket collection – it is a condition of the licence that donations be given to youth groups in Linlithgow therefore any donations cannot be registered as 'income'.
- Council underwrites insurance.
- BIDs – contribute and Stewart Ness is discussing this with them.
- Advent Fayre Account – it was noted that this contains £1851.48. MC to discuss with IK about options for contributing half of the balance to this year's Advent Fayre.) It was noted that Forum Events are offering a contribution of £500. (**Action 09/004** – MC to discuss advent fayre account with JK; discuss with Stewart Ness and BIDs about budget).
- Above agreed but subject to satisfactory financial arrangements.

Health & Social Provision

The draft proposal for a 'drop in' session was discussed. Suggestions were made to changes to the proposal – Actions – include Community Council or WLC/Health Board. Also include objectives as Health Board/Community Planning Partnership. It was agreed that the first drop in will be held before the November meeting from 7-7.30 pm and it was agreed that future topics could include education or parking. There was a discussion about the logistics and although the Education Room is not inspiring – it was agreed that the acoustics are better than other rooms in the Burgh Halls. AB to contact Burgh Halls to book rooms from 7 pm (**Action 09/005 – AB**). A community announcement to be created.

Planning and development. JK issued a planning update for the September meeting. MC provided an update on Edinburgh Flight Path. MC and JK attended a meeting with 3 Councillors and 5/6 airport staff. Another public meeting has since been held and it has now been agreed that the trial will end early. It was clarified that Edinburgh Airport has to log and review all complaints. There is an opportunity to complain until end of October. This completes actions 008/001 and 008/002.

Office Bearer's Updates:

- **Chair and Secretary** – no updates from MC and AB
- **Treasurer** – budget and cashflow provided for the meeting. IK not able to attend the September meeting.

AOB

- **Town Planters** – a member of the public advised about the situation that the Council will no longer be supporting the flower tubs and planters. There is a need for funding (approx. £8000 and volunteer support to maintain the excellent floral displays in the LLBCC area.

There was a plea for support from LLBCC for awareness raising, time and volunteers. It was noted that Scottish Water provide a stand pipe and it is hoped that this will continue. An article is being prepared for the Black Bitch magazine re this situation.

- VT advised that she is attending an Eating Disorders conference in London on 17/11/15 and if she can attend as a representative of LLBCC – she can pay a reduced fee from £225 to £150. It was proposed that if there was money in the budget that LLBCC also contribute £50. This was proposed by MC and seconded by DT. **Action 09/006** – IK to check if £50 is available within the LLBCC budget.
- TMG meeting was scheduled for 23 September. MC has circulated notes from Stewart Ness.
- High Street – work near the Vennel – RS has been asked by members of the community about the activity taking place. It was discussed that activity is progressing to look at recycling options for the flats but it was also noted that if any significant work was to take place – then planning permission would be needed as it is a conservation area.
- Cala Homes – have not gone to WLC for planning permission as yet.
- Cala – Deanburn Rd/Preston Rd – draft plan is entering consultation in October and mid November.
- Gladman has pre-consultation for same site.

Meeting closed at 9.20 am

A Boyle
Secretary, LLBCC