



## **Minutes of Linlithgow and Linlithgow Bridge Community Council Meeting**

**held on Tuesday 26<sup>th</sup> May 2015 in the Burgh Halls at 7.30pm.**

**Present:** Chair Martin Crook (MC), Aileen Boyle (AB), Gill Fawcitt (GF), Ian Kelly (IK), John Kelly (JK), Ron Smith (RS), David Tait (DT), Verena Throp (VT), Mike Vickers (MV), Councillor Tom Kerr (TK) and one member of the public.

**Apologies:** Councillor Martyn Day, Lyn Aitken, Fiona Low, Brenda Galloway, Lesley Malone, Councillor Tom Conn, Police Scotland

**Minutes of previous Meeting.** The minutes of the meeting of 28<sup>th</sup> April previously circulated were accepted as a true record of the meeting after the following amendments were raised: (1) JK requested an amendment to the first paragraph of the Planning & Development update. MC noted an error on page 1 relating to TK and the omission of the word 'not'. Proposed by IK and seconded by MV.

- 1. Review and updates.** Update provided on Town Seal as not covered in the agenda. JK advised that letter of affirmation approved and we can proceed. The total cost is £2336 which includes £300 already paid. This is above the original estimate of £1800. £1000 has been donated by Town Management Group and this cheque has been banked into the LLBCC account. The options for the remaining balance of £1336 is to request this from the Common Good Fund. JK has written to all the Councillors about this request and this was also discussed with TK at the meeting who asked for JK to email him again with specific details. There is a special project grant available from WLC but the maximum is £650 which would still leave a shortfall. If the Common Good Fund is not a viable option – then there may be as struggle as there is no Plan B.
- 2. Reports from working groups and discussion.**
  - a) Planning and development.** JK advised that there have been no applications of concerns apart from the gate at the Burgh Halls. TK advised that Mill Road development may be on the agenda for the Development Management meeting on 3<sup>rd</sup> June. If so – then papers would be available on Monday 1<sup>st</sup> June. The WLC Planning Committee meeting is on 17 June. TK to email Ron Smith with details as JK is on holiday. JK has tried to contact Steve McLaren about Cala but no response received as yet. Re the Westfield development – there appears to be a resurgence in interest as correspondence is continuing between Edmonston Homes and WLC. However the planning approval runs out on 5 August 2015. The Local Development Plan is the next focus of the Planning Forum. Planning Forum is also working on progressing the Civic Trust's vision. It was noted that there has been no progress on the appeals that are with the Scottish Minister.
  - b) Health and Social Provision.** VT advised that after discussions with interested parties the public talk on Eating Disorders is likely to be held in October 15. VT is preparing information on this. She has bought a licence to utilise Welcome Trust poster and flyer. VT is seeking ideas from LLBCC members of an effective place to site the poster. **(Action 05/001)**. DT recommends an article in The Black Bitch magazine. VT is also keen to hold a Health Surgery- possibly before an LLBCC meeting eg from 7pm for 30 minutes. The scope would be on health care provision. It was suggested that the health centre may be appropriate from a logistical perspective. There was support for this idea but it was decided to discuss

this as a separate agenda item at the next meeting with VT articulating scope and objectives. VT is not available at the next meeting but LA will be able to discuss further (**Action 005/002**).

- c) **Housing and Social Housing** It was noted that sadly Brenda Galloway had tendered her resignation from the Community Council today. AB has an action to pick up with BG to discuss further. (**Action 005/003**) The need for a strategy for affordable housing within LLBCC area was discussed. Some progress has been made with the inclusion of the Mill Road development. It was noted that BG had looked at the constituent part of families and it is noted that LLBCC area has an ageing population and households appear to be getting smaller. A discussion then arose about the commuted funds from developers and the lack of tracking or discussion about previous ones and if LLBCC area has benefited; however it was noted that developers contributions from other CC areas in West Lothian appear to go into one pot and LLBCC area may have benefited eg through build of Linlithgow Bridge primary school. It was noted that LLBCC should support the tracking of contributions from any future developments. MC mentioned 2 derelict buildings in New Well Wynd which have been burnt out for some time. One is definitely a council house. TK took an action to look into this (**Action 005/004**). AB asked on behalf of LM if there was any information about changes to St Michael's hospital. TK advised that there is nothing imminent or planned about the closure or change of St Michael's Hospital in Linlithgow.
- d) **Youth facilities, youth groups and education.** No update as FL on holiday.
- e) **Communications** DT reminded everyone of the opportunity to keep on writing relevant articles for the Black Bitch magazine. The next one will highlight the Perambulation of Linlithgow Marches to be held on 10 June. The next copy deadline is end of June 15. DT reminded LLBCC members that a key action for the Community Council is to communicate with the community.
- f) **Events**
- **Remembrance Day:** Planning is progressing on Remembrance Day. JK to apply for road closure. There is still a need for someone to have a food hygiene certificate to support the catering. (Further discussion re this event is detailed in the Treasurers update on the next page).
  - **Advent Fayre:** It is progressing but it was noted that Events working group needs further support. MC offered to support. JK will define the help that is needed. JK to apply for a collection licence and needs to consider volunteers. It was agreed that contributions should be given to a youth organisation within LLBCC area. The working group needs to consider seeking volunteers without promising donations from the fundraising. It was confirmed to DT that Tom Conn is the person to discuss stalls at the Fayre.
  - **Marches Day and Deacons Court Event** – AB advised that she has contacted Ross McIntosh but no response back as yet. She will continue to try and contact him. A cheque will be needed from LLBCC as well as individual contributions from MC and AB of £30 each.
  - **Perambulation of the Marches on 10<sup>th</sup> June.** LLBCC volunteers (DT, AB, LM, VT, MV) are meeting at 6.45 pm to hand out leaflets before the start at 7pm. Volunteers also asked to support the fire engine getting out if required. JK will provide Hi-Vis vests to DT for use on the night. JK has volunteered to be a steward. There is also an opportunity for a table at the West Port Hotel to promote the LLBCC.
- (g) **LLBCC governance sub-group** – AB to circulate template to all working group members to enable the template to be completed. This is to enable us to have a governance document demonstrating how we operate. (**Action 005/005**)

### 3. Reports.

- None from the Chair.
- **Secretary:** AB mentioned that she has received road closures information for the Marches and Gala Day. There was some discussion about the arrangements in Linlithgow for when the Winchburgh Tunnel work starts. RS advised that buses will be parking at the High Port and that one of the car parks in Blackness Road will be closed as this is where the shuttles buses will turn. AB also noted that she has received an Invite to the INEOS Community Liaison meeting in June. DT offered to attend.
- **Treasurer:** IK confirmed that balance of the account is £1211.24 however £1000 is ring-fenced as the TMG contribution to the Town Deal. With funding committed – the actual remaining balance is £11.34 until this year's funding is received from WLC. There is still £350 owing from Stuart Ness. JK agreed to chase him once again for this. (**Action 005/006**). IK then discussed the draft budget that was circulated. It was noted that £120 has been allocated for VT's public talk on eating disorders. IK indicated that he had raised the cost of the Remembrance Parade from £350 to £400 as it has been a challenge for the last couple of years plus numbers have been rising. There was a lengthy discussion about the catering and pies with a decision to be put on hold about the increase in budget. Events working group to progress this discussion and bring back to LLBCC meeting to agree the budget, catering (pies or soup) etc. Discussions were had about different approaches eg deciding who would be invited; issuing invitations. It was noted that there are a number of anniversaries this year. GF offered to discuss with the Veterans Association in terms of gauging interest.

**AOB.** AB read out a letter of thanks from Bruce McCallum, who stepped down as Chair in April 2015. It was noted that Councillor Martyn Day is still working as a Councillor and therefore should still be invited to LLBCC meetings. GF provided an update on the Development Trust and noted that stage 1 has been passed and stage 2 is due for completion by 30 November 2015. Fund raising is continuing to progress the build of a development plan. The AGM is on Saturday. DT advised of a meeting that he, GF, RS and MV had with Marco Biagi, Minister for Communities to discuss Community Empowerment Bill. Good meeting and discussions were had about bottom up powers for communities eg option to return to town councils. He was interested in the Masterplan. Unfortunately Mr Biagi is due to step down in 2016 but the next step is a meeting with Fiona Hyslop. DT is due to attend an event in Oban in June and will report back. Discussions were then had on recent email from 'The Group for Towns & Town Centres' and a recent volunteering event in LLBCC area which was not well supported. GF is keen to establish a network – although this could be a challenge as there are approx. 140 community groups in LLBCC area. GF will bring a paper back to LLBCC for discussion. It was noted that the Community Council should be supporting volunteers and volunteering.

The meeting closed at 9.44pm.

Secretary

27<sup>th</sup> May 2015.