

Minutes of Linlithgow & Linlithgow Bridge Community Council Meeting

Tuesday 26th August 2014 held in the Burgh Halls.

Present: Chair Bruce McCallum (BM) Aileen Boyle (AB) Lyn Aitken (LA) Brenda Galloway (BG) Ron Smith (RS) David Tait (DT) Verena Throp (VT), Gill Fawcitt (GF), Police Scotland – Peter Robertson (PT) Councillor Tom Kerr and one member of the public.

Apologies: Debbie Day (DD) Fiona Low (FL) Ian Kelly (IK) John Kelly (JK) Mike Vickers (MV) Councillor Tom Conn, Councillor Martyn Day.

1. **Minutes of Linlithgow and Linlithgow Bridge Community Council for Tuesday 24th June 2014.** The minutes were unanimously approved as a true record of the meeting. Proposed by LA and seconded by VT.
2. **Christmas Tree lights** Councillor Tom Kerr stated that this was in hand and would revert back at the next meeting. **(Action 0814/01)**
3. **Police Report** PR reported that over the holiday period Party at the Palace involved only 4 people charged with minor offences outwith the arena. There was nothing untoward in the town. There had been one break in at a house at the far end of town and police were following a positive line of inquiry.
4. **TK stated regarding the Main Issues Report** there was to be a Council run Public meeting regarding this on 30th September. The Community Council meeting is to be held on the 23rd September. It was noted that key individuals from WLC Planning Department had been invited to the CC meeting but no response had been received as yet. AB to link with TK re this **(Action 0814/02)**. TK indicated that some areas of the County Buildings may be used in future and he will keep the Committee updated on this. RS mentioned that the outside of the County Buildings needed tidied and asked if TK could approach Estates regarding this. TK stated that the conclusion of work on the Partnership Centre was some time ahead.
5. **Reports from Working Groups.**
 - a) **Community Empowerment Bill.** DT stated that it was hoped to frame something on behalf of the Community Council for 5th September. This would be circulated to LLBCC members for review.
 - b) **The Community Council** had given feedback on the 1st draft of the 2015 **Scheme for Community Councils** in August. The next draft is expected in October 2014.
 - c) **Planning and Development.** A report and documentation relating to the Main Issues Meeting was circulated in advance of the meeting. The CC is running a Main Issues consultation on 23rd September and WLC Planning Department has been invited to attend. It was suggested that the CC meeting should try to get the West Lothian Council's graphics. The proposed online survey would need to divide cost with other organisations in the town. A paper survey is to be available in the Library. The CC meeting that night would be held after the Public Meeting eg approx. 8.30pm and it is proposed that paper updates are circulated in advance by all Working Group so that the key discussions can be contained within a shorter meeting time.
 - d) **Health and Social Provision.** VT gave details of the Public Consultation organised for 11th September. She detailed the invitees. 4 brief questionnaires on the subjects would be distributed. She was advised to arrange a loud speaker system. AB will support in terms of note taking and photocopying questionnaires etc. AB will provide information on neighbouring CCs to VT and LA.
 - e) **Housing and Social Housing-** no report.
 - f) **Youth Facilities etc.** – no report.

g) Communications – DT stated that there were now regular features on the CC in the Black Bitch magazine. Setting up online survey for town organisations needs to be organised. It is hoped that, depending on outcome, there will be a report on The Public Health Consultation in a future Black Bitch magazine.

h) Events. A report was circulated prior to the meeting and BM noted-

- **Commemoration Service by West Lothian Council** to recognise 100 years since the outbreak of 1st World War on 28th August. AB to attend on behalf of CC.
- **Remembrance Sunday Parade 9th November**
- CC have amended route of Remembrance parade. It starts at West Port and returns to Rugby Club. There are two new conditions. A minimum of 8 stewards in uniform and the parade has to be 4 across to move people quicker. There will be no road closure. West Lothian Insurance for CCs is now in effect. The Deacon's Court are to be asked to take on stewarding. JK is to take charge of the parade. Catering £350 budget. Support from Community Council members was requested. Set up and clear up at Rugby Club on the day and helpers should arrive between 9.30 -9.40.
- **Advent Fair 29th November.**
- Permissions are in. Burgh Halls and 2 Bands are booked. Help will be needed lighting torches and stewarding at night and supporters sought from LLBCC membership. This year a collection will be taken for local charities in exchange for the torches. There will be a Farmers' Market and Continental Market as well this year. ATC has assisted with stewarding in past. Stewards require to be 16+.

6. Chairman's Report. BM confirmed that a letter has been received from Jack Thomson confirming his resignation from CC with immediate effect. A vote of thanks was made to acknowledge the contribution that JT has made to Linlithgow & Linlithgow Bridge Community Council over many years. Discussion regarding acknowledgement of JT's work over many years since 1975-76 Local Government Reorganisation. DT suggested a possible article in the Black Bitch. Leave of absence requested for DD until end of October. BM proposed and LA seconded it.

Secretary's Report. AB confirmed for the minutes that Gill Fawcett is now an associate member of the CC. AB referenced the Secretary's report which was issued prior to the meeting and drew attention to the first 5 elements. She reiterated that activity is progressing to provide feedback to the Community Empowerment Bill – Call of Evidence and this would be circulated to all CC members next week. AB has confirmed that she will review if any feedback is required. West Lothian Council is to provide more training for CC members on 1st October and 10th December regarding the planning aspects of the CC. Linlithgow car club information is to be circulated to CC members as timings at CC meetings will be challenged over the next few sessions. AB also noted the Licensing Board applications that had been considered by Planning and Development Working Group (Point 8 of report). A query has been raised why CC was not notified of licensing requirements for Party at the Palace and AB took an action to follow this up (**0814/003**). The CC was also made aware that Historic Scotland made a policy decision not to allow licensing for events held on its property. There is no policy in West Lothian for the use of non-breakable glass. People were concerned about this. The Concessionaire is responsible for cleaning up any broken glass. The CC are entitled to make observations regarding this. Planning and Licensing are the two statutory responsibilities of the CC.

Treasurer's Report. A cashflow and budget statement was circulated to CC members in advance of the meeting. AB, in the absence of IK, explained that Philip Bald Accountancy is the examiner of the CC records. The CC scheme allows for 2 independent examiners but West Lothian Council have confirmed that they are happy that Philip Bald continue because they are an Accountancy firm. . They consider that there is no conflict of interest with IK working for them and being the CC Treasurer, as Philip Bald is the examiner of the accounts. We should place on record the CC's

gratitude to Philip Bald for the work done by them for the 2014 Accounts. BM added that this year the Riding of the Marches cost the CC £100.

TMG no meeting.

Representation of CC on working groups. Since members have left, new CC members would be welcome, as would new members of working groups. BM stated that he would be standing down as Chair from November, and JK would be Chair until next AGM. This means that a new Vice Chair is needed. JT was on Public Partnership for Care and Ineos liason. VT and LA are covering Health and Social Provision.

Meeting closed 8.45pm.

Brenda Galloway

Minute Secretary

3rd September 2014.