

**Minutes of Linlithgow and Linlithgow Bridge Community Council Meeting  
Tuesday, 25<sup>th</sup> February 2014 held in the Burgh Halls**

**Present:** Chair – Bruce McCallum (BM), Aileen Boyle (AB), John Kelly (JK), Debbie Day (DD), Brenda Galloway (BG), Fiona Low (FL), Ron Smith (RS), David Tait (DT), Verena Throp (VT), Lyn Aitken (LA), Ian Kelly (IK), Mike Vickers (MV), Councillor Tom Kerr (TK), Councillor Martyn Day (MD), and one member of the public.

**Apologies:** Clive Dyson (CD), Councillor Tom Conn (TC).

**Guests:** Derek Lawson – Land Director, Cala Homes; Craig Lynes – Land Director, Cala Homes; Ewan McIntyre, EMA Architect; David Tough - Ryden

1. **Presentation from Cala Homes re Springfield South.** Cala, EMA Architects and Ryden attended the meeting and presented their draft plans for this site which is for a total of 50 houses. There will be 43 private houses based on 4/5 bedroom (1600 to 2000 sq ft) detached and 7 affordable (1100 sq ft) terraced houses built over a period of three academic years. The density will be similar to Grange Knowe. It was confirmed that the allocation for social housing is to be determined and could vary between shared equity, council housing, or Registered Social Landlord (RSL). A contribution to local improvements is anticipated as a part of a section 75 agreement. It was confirmed that public consultation would take place at Lowport on 19<sup>th</sup> March and this meeting will be advertised locally. LLBCC queried the fact that this land was allocated currently for Business. It was confirmed that for 20 years there has been a failure to obtain business interest in this land. The meeting was also advised that the tree situated on the left hand side of the plan is under a Tree Preservation order and that plans are needed to work round the tree. LLBCC made the following reference points to Cala Homes for consideration:
  - a. Access to Springfield South should be via the junction of Blackness Road and Springfield Road and this would alleviate current safety concerns at this junction and enable an effective flow of traffic to Springfield and Springfield South.
  - b. Concern that a number of the houses faced away from the road and were too close to the road.
  - c. Ensuring activity to progress business usage has been pursued vigorously.

The above activity completes action 0114/005 from the January meeting.

2. **Minutes of previous meeting and matters arising.** The minutes were unanimously approved as a true record of the meeting of Tuesday 28<sup>th</sup> January 2014. The meeting then discussed the actions from the previous meeting and updates are provided aligned to the working group or office bearer reports below. There were no matters arising from the minutes.
3. **Christmas Illumination Group** – TK confirmed completion of Action 0114/10 and that a meeting had been held (TK, DD, JT) with key areas of Linlithgow examined. A plan is being developed to utilise existing power supplies and will be brought back to LLBCC for approval. It was acknowledged that the Conservation Officer for Burgh Halls may need to be engaged re this plan. It was suggested that the BIDs project may be interested in supporting this initiative and Tom Kerr to link with Stuart Ness re this.

**Action: 0214/01 - TK to link with Stuart Ness and provide update at March meeting**

**4. Development & Planning**

- **Rivaldsgreen.** Action 0114/002 has been completed. An email was sent to the property management department of WLC pointing out that the Council has sold over 500 council houses in Linlithgow under the right to buy scheme leaving a stock of approximately 350. The anticipated wait for a council house in Linlithgow is currently approximately 10 years. At the same time West Lothian Council is selling

housing land in Linlithgow. We have asked West Lothian Council to consult with us before disposing of any further land or property which is currently either designated for housing or not.

- **Clarendon** – Re Action 0114/004 – JK confirmed that that the planning application by Gladman developments Ltd for a proposed housing development at Clarendon farm (0698/P/13) is likely to be heard on Wednesday, 5 March. WLC acknowledged problems with the website meaning that all feedback has been removed however hard copy of all correspondence is available from WLC.
- **Local development plan main issues report.** It has been confirmed that the MIR is most likely to appear in June. There is then likely to be a 6 to 8 week consultation period.
- **The Linlithgow Planning Forum** is meeting fortnightly to progress the guidelines for the Linlithgow plan. CD has circulated the second edition of the guidelines for the Linlithgow plan. Community Council is invited to provide feedback by 13<sup>th</sup> March.

**Action 0214/02 – All LLBCC members to provide feedback to CD and JK by 13 March**

The Planning Forum is also considering the pros and cons of the potential development sites likely to be featured in the MIR in June.

- **Burghmuir A/Wallace Land Development** – An appeal has been raised and LLBCC will respond within the deadline of 4 March confirming the reasons for original decision to be maintained.
  - Linlithgow & Linlithgow Bridge are described in the current local plan as having reached the limit of its infrastructure capacity and therefore an area of development restraint. Any major development must be accompanied by a proposal to resolve infrastructure constraints.
  - The Community Council are looking forward to being consulted as a part of the Local Development Plan process. We anticipate that the Main Issues Report will outline considered proposals for the expansion of infrastructure capacity and a plan for managed development on preferred sites. We see Burghmuir as one development opportunity amongst many.
  - The Community Council consider that a static planning policy for Linlithgow is not a valid option but we would like the opportunity to be part of the policy debate and not have a single solution imposed on us.

**Action 0214/03 – JK to provide feedback re Burghmuir A by 4 March**

- **Listloaning** – AB advised that Craig Bodel had indicated that the situation had changed re this development and therefore proposed attendance at a LLBCC meeting was not required. TK confirmed that £200k allocation that could be used for a football pitch on this site has been reviewed and further updates are expected on this in the future. (Completion of action 0114/06 and carry forward as part of standard update from Planning & Development)

**Action 0114/006 – CD - carry forward to March 14 meeting**

5. **Youth facilities, youth groups and education** – Action 0114/007 is complete. FL and DT are liaising re input for the Black Bitch magazine and update will be provided at March meeting. FL also confirmed that she is trying to connect with Monica Sterling of Business Link in WLC, as well as Dougie Grierson who is conducting a school inspection of Linlithgow Academy and is keen to discuss learning. FL confirmed that Interact/Junior Rotary is due to launch in Q2 2014.
6. **Health & Social Provision** – VT advised that the working group is pulling together a draft document of health and care needs within LLBCC area. Attempts have been held previously to meet with GPs but with no success. A decision has been taken to set up another meeting with specified date, time and location and invite the GPs and representatives from Health and Social Care. Key items for discussion include:
  - shortage of space at the Health Centre;
  - issue re transport to St John's hospital;
  - Alcohol & Drug abuse, as West Lothian is higher than rest of the Lothians and Borders;
  - Care provision and outreach for mental health and this will include eating disorders where there is currently more than a 20% mortality in young people.

VT is attending a meeting and a conference hosted by Mr Dennis Robertson MSP for Aberdeenshire West to ascertain output from Scottish Parliament on Eating Disorders.

7. **Housing & Social Housing** – no update available but meeting arranged for 28th March 14 including Brenda Galloway who has joined this working group.

**Action 0214/004 – IK**

8. **Communications Group** – a working group is to be rearranged to discuss internal and external communications.

**Action 0214/05 – DT to arrange meeting in March**

DT mentioned the communication issued by WLC – “Cutting Edge” and the challenges of navigating a 25 page document without search facilities. AB agreed to engage with WLC with this feedback.

**Action 0214/06 – AB to provide feedback to WLC during March**

LLBCC email addresses to be communicated to WLC (Action 0114/08). It was agreed that not all LLBCC members are utilising the LLBCC.org.uk email addresses. In the absence of CD – it was agreed to carry forward this action to the next meeting.

**Action 0114/08 – C/F to next meeting for update from CD**

9. **Events – as per action 0114/09** – it was agreed that meeting would be held w/c 3 March with BM, JK, and Nick Davis to discuss Remembrance Day Parade and the Advent Fayre and an update will be provided as part of Events Working Group update at next meeting. There is a concern on timings due to the lead in time to arrange road closures.

**Action 0114/09 – BM & JK to carry forward to March 2014 for update on progress**

10. **Secretary’s report –**

- Action 0114/01 – AB confirmed that no further information provided from WLC re objection raised by WLC to Police Scotland regarding the removal of Traffic Wardens. This action is now closed but AB will monitor any further correspondence and raise with Planning & Development forum to progress.
- Action 0114/011 – AB has contacted Scottish Fire & Rescue and agreed that a representative will attend a future LLBCC meeting when consultation on Local Fire & Rescue Draft Plan is complete. Action closed.
- Action 0114/012 – Scottish Rural Parliament – AB confirmed that she has engaged for future updates and will monitor progress. She will revert back to the Council when any new information is provided. Action closed.

AB queried the action relating to Perambulation of Marches (Action 0114/003) and it has been agreed that this action will be split into 3 items:

- (a) RS and JK to progress funding request to WLC for a Community Council leaflet describing the route of the “Perambulation of the Marches”
- (b) RS and JK to progress discussion and provision of £200 for Lord Lyon provision of seal.
- (c) MV agreed to raise invoice from Linlithgow Civic Trust and pass to IK to enable agreed £250 funding from LLBCC to be passed to this initiative.

**Action 0114/003 – RS/JK/MV to c/f to March meeting for update on points (a) to (c) above**

AB raised awareness of the following key elements from the Secretary’s update that was circulated with the agenda: Police Scotland Counter Service Implementation; Linlithgow Civic Trust Talk; Training by WLC for Community Councillors.

AB reiterated that if anyone wished full details of the communications/briefings summarised in the Secretary’s report – please contact AB. The Council also agreed that Secretary’s report should continue in current format.

AB raised query about spotlight sessions at future LLBCC meetings. It was agreed to invite Alan Brown from Transition Linlithgow to the May meeting.

**c/f Action 0114/014 – AB to invite Alan Brown to May Meeting**

**11. Treasurer's Report** – balance of current account is £622.26. However with anticipated expenditure for ink cartridges; Perambulation funding and Lord Lyons – the balance is anticipated to reduce to £109.30. Balance of High Interest Sterling Account is £5.57. IK raised the option to close the High Interest Sterling Account and transfer the balance to the current account. This was proposed by BG and seconded by DD.

**Action 0214/07 – IK by 20 March 14**

It was also noted that LLBCC paid £700 for bands for the Advent Fayre and this is to be recouped from the Advent Fayre Committee.

**Action 0214/08 – BM to write to Tom Conn by 20 March 14**

DT to progress options for cheaper ink cartridges for the LLBCC printer – HP921

**Action 0214/09 – DT by 20 March 14**

AB indicated that the Scottish Community Survey of Community Councils listed the funding from all council. DT took an action to review this and assess parity of funding provided by WLC and to engage with IK to assess if any engagement required with WLC re this.

**Action 0214/10 – DT by 20 March 14**

**12. Councillors Updates:** Update from Councillor Martyn Day - MD raised awareness of the following:

- Local Government Finance Settlement is being discussed currently.
- Local Government Boundary Commission is commencing activity. This relates to wards and population numbers and numbers of councillors. This involves methodology and engagement with councils and then public.

### **13. Any other Business**

JK proposed that all LLBCC communications should be copied to [secretary@llbcc.org.uk](mailto:secretary@llbcc.org.uk) to enable a central repository of all communications. This was agreed by the council.

**Action 0214/11 – All LLBCC members with immediate effect**

There was no other business and the meeting closed at 20.55 pm.

Aileen Boyle  
Secretary, LLBCC  
2<sup>nd</sup> March 2014

### **Note 1. Diary Dates**

The dates of future Community Council meetings for 2014 are:

#### **2014**

25<sup>th</sup> March  
29<sup>th</sup> April - AGM  
27<sup>th</sup> May  
24<sup>th</sup> June

#### **2014**

26<sup>th</sup> August  
23<sup>rd</sup> September  
28<sup>th</sup> October  
25<sup>th</sup> November

#### **2014**

16<sup>th</sup> December